

RSPO PRINCIPLE AND CRITERIA**Initial Assessment
Public Summary Report**

Felda Global Ventures Holdings Berhad
Head Office: Tingkat 21, Menara FELDA Platinum Park, No. 11, Persiaran KLCC 50088 Kuala Lumpur Malaysia
Felda Global Ventures Plantations (M) Sdn Bhd Bukit Sagu Palm Oil Mill P.O. Box 69 25700 Kuantan, Pahang

TABLE of CONTENTS

Page No

Section 1: Scope of the Certification Assessment.....	3
1. Company Details	3
2. Certification Information	3
3. Location(s) of Mill & Supply Bases	3
4. Description of Supply Base	4
5. Plantings & Cycle.....	4
6. Certified Tonnage of FFB (Own Certified Scope)	5
7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable	5
8. Certified Tonnage (Own Certified Scope).....	5
Section 2: Assessment Process	6
1. Assessment Program	7
Section 3: Assessment Findings	9
3.1 Details of audit results	9
3.2 Progress against Time Bound Plan.....	9
3.3 Details of findings	16
3.3.1 Status of Nonconformities Previously Identified and OFI	29
3.3.2 Summary of the Nonconformities and Status.....	29
Assessment Conclusion and Recommendation:	30
Appendix A: Summary of Findings	31
Appendix B: Approved Time Bound Plan.....	75
Appendix C: Certification Unit RSPO Certificate Details.....	80
Appendix D: Assessment Plan.....	81
Appendix E: Stakeholders Contacted	83
Appendix F: CPO Mill Supply Chain Assessment Report (Module E: Mass Balance).....	84
Appendix G : Location Map of FGVPM Bukit Sagu POM and Supply Bases	87
Appendix H: FGVPM Bukit Sagu 04 Estate Field Map.....	88
Appendix I: FGVPM Bukit Sagu 06 Estate Field Map.....	89
Appendix J: GHG Reporting Executive Summary	90
Appendix K: List of Abbreviations Used.....	92

Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0225-16-000-00	Date	Member since: 27 December 2016
Company Name	Felda Global Ventures Plantations (Malaysia) Sdn Bhd		
Address	Head Office: Tingkat 21, Menara FELDA, Platinum Park, No. 11, Persiaran KLCC 50088 Kuala Lumpur, Malaysia Certification Unit: Bukit Sagu Palm Oil Mill, Peti Surat 69 25700 Kuantan, Pahang, Malaysia		
Subsidiary of (if applicable)	Felda Global Ventures Holdings Berhad		
Contact Name	Mr Norazam Abdul Hameed		
Website	www.feldaglobal.com	E-mail	norazam.ah@feldaglobal.com
Telephone	+603 2859 0000	Facsimile	+603 2859 0016

2. Certification Information			
Certificate Number	RSPO 666409	Original Certificate Issued Date	29/12/2017
		Expiry Date	28/12/2022
Scope of Certification	Palm Oil and Palm Kernel Production from Bukit Sagu Palm Oil Mill and Supply Base (FGVPM Bukit Sagu 04, FGVPM Bukit Sagu 06, FGVPM Bukit Sagu 07, FGVPM Bukit Sagu 08 Estate)		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
AR 3885	ISO 9001:2008	SIRIM QAS International	24/6/2018
ER 0336	ISO 14001:2004	SIRIM QAS International	24/6/2018
SR 0205	OHSAS 18001:2007	SIRIM QAS International	24/6/2018
EU-ISCC-CertDE119-60141080	International Sustainable Carbon Certification (ISCC)	ASG Certification	19/032018

3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Longitude	Latitude
Bukit Sagu Palm Oil Mill	Kilang Sawit Bukit Sagu, Peti Surat 69 25700 Kuantan, Pahang	103° 8' 51"	3° 58' 1"

RSPO Public Summary Report
Revision 4 (November / 2016)

FGVPM Bukit Sagu 04 Estate	Ladang Felda Bukit Sagu 4, Peti Surat 331 25470 Kuantan, Pahang	103° 9' 17"	4° 0' 46"
FGVPM Bukit Sagu 06 Estate	Ladang Felda Bukit Sagu 6, Peti Surat 451 25740 Kuantan, Pahang	103° 6' 36"	4° 2' 46"
FGVPM Bukit Sagu 07 Estate	Ladang Felda Bukit Sagu 7, Peti Surat 355 25740 Kuantan, Pahang	103° 6' 1"	3° 59' 29"
FGVPM Bukit Sagu 08 Estate	Ladang Felda Bukit Sagu 8 26130 Kuantan, Pahang	103° 11' 21"	3° 57' 39"

4. Description of Supply Base

Estate	Mature (ha)	Immature (ha)	Total Planted (ha)	HCV (ha)	Infras & Other (ha)	Total Hectarage	% of Planted
FGVPM Bukit Sagu 04 Estate	1,859.00	1,080.88	2,939.88	-	409.41	3,349.29	87.78%
FGVPM Bukit Sagu 06 Estate	496.65	1,001.19	1,497.84	-	246.80	1,744.64	85.85%
FGVPM Bukit Sagu 07 Estate	1,413.35	378.08	1,791.43	-	407.28	2,198.71	81.48%
FGVPM Bukit Sagu 08 Estate	1,775.65	0	1,775.65	-	457.45	2,233.10	79.52%
Total	5,544.65	2,460.15	8,004.80	-	1,520.94	9,525.74	84.06%

5. Plantings & Cycle

Estate	Age (Years)					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated* (Sep 16-Aug 17)	Actual* (Sep 16-Aug 17)	Forecast (Sep 17- Aug 18)
FGVPM Bukit Sagu 04 Estate	1,080.88	1,078.27	780.73	-	-	29,091.00	24,357.12	38,583.00
FGVPM Bukit Sagu 06 Estate	1,001.19	496.65	-	-	-	9,158.00	9,256.91	11,449.00
FGVPM Bukit Sagu 07 Estate	378.08	-	-	-	1,413.35	30,886.00	16,747.76	22,526.00
FGVPM Bukit Sagu 08 Estate	-	1,125.15	532.87	117.63	-	35,337.00	30,624.01	34,524.00
Total	2,460.15	2,700.07	1,313.60	117.63	1,413.35	104,472.00	80,985.80	107,082.00

*Historical records for reference & comparison purpose only

RSPO Public Summary Report
Revision 4 (November /2016)

6. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated* (Sep 16-Aug 17)	Actual* (Sep 16-Aug 17)	Forecast (Sep 17- Aug 18)
FGVPM Bukit Sagu 04 Estate	29,091.00	24,357.12	38,583.00
FGVPM Bukit Sagu 06 Estate	9,158.00	9,256.91	11,449.00
FGVPM Bukit Sagu 07 Estate	30,886.00	16,747.76	22,526.00
FGVPM Bukit Sagu 08 Estate	35,337.00	30,624.01	34,524.00
Total	104,472.00	80,985.80	107,082.00

*Historical records for reference & comparison purpose only

7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable			
Independent FFB Supplier	Tonnage / year		
	Estimated* (Sep 16-Aug 17)	Actual* (Sep 16-Aug 17)	Forecast (Sep 17- Aug 18)
Felda Bukit Sagu 1	10,050	10,075	10,050
Felda Bukit Sagu 2/3	28,450	28,417	28,450
Tai Ichi Enterprise	60,400	50,150	60,400
Sri Kerbau			
Sern Lee			
Kuasa My			
EkstraPalma			
Kim Ma			
Far East			
Bumi Techno			
TOTAL	98,900	88,642	98,900

*Historical records for reference & comparison purpose only

8. Certified Tonnage (Own Certified Scope)									
Mill	Estimated* (Sep 16-Aug 17)			Actual* (Sep 16-Aug 17)			Forecast (Sep 17- Aug 18)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Bukit Sagu Palm Oil Mill	104,472.00	21,260.05	5,338.52	80,985.80	16,318.64	3,838.73	107,082.00	21,791.19	5,471.89
OER/KER%		20.35%	5.11%		20.15%	4.74%		20.35%	5.11%

*Historical records for reference & comparison purpose only

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Tel +603 2242 4211 Fax +603 2242 4218
Nicholas Cheong: Nicholas.Cheong@bsigroup.com
www.bsigroup.com

BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia. BSI is accredited for RSPO Supply Chain Certification Systems (SCCS) and Principles & Criteria for Sustainable Palm Oil Production (P&C, Single Site & Group) certification Worldwide.

Assessment Methodology, Programme, Site Visits

This Initial Certification Assessment was conducted from 5-7 September 2017. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates (FGVPM Bukit Sagu 4 & FGVPM Bukit Sagu 6 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 methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criteria 2013 (MYNI-2014) and RSPO Supply Chain Certification Standard 2014 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment where the stakeholder notification was made on 28 July 2017 through BSI and RSPO website as per following link: [https://www.rspo.org/uploads/default/pnc/Public_Notification_for_Initial_Assessment_FELDA Bukit Sagu Palm Oil Mill and Supply Base \(English\) v0.pdf](https://www.rspo.org/uploads/default/pnc/Public_Notification_for_Initial_Assessment_FELDA_Bukit_Sagu_Palm_Oil_Mill_and_Supply_Base_(English)_v0.pdf)

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base. The estates sample were determined based on formula $N = 0.8\sqrt{y}$ where y is the number of estates while when applicable.

Meetings were 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 meeting, 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.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of

**RSPO Public Summary Report
Revision 4 (November /2016)**

workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix E.

The assessment findings for the Initial Certification Assessment are detailed in Section 3.3.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

The summary report was reviewed by 3rd Party Independent Peer Reviewer and BSI internal certification reviewer prior to certification decision.

The following table would be used to identify the locations to be audited each year in the 5 year cycle

1. Assessment Program					
Name (Mill / Supply Base)	Year 1 (Initial Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Bukit Sagu Palm Oil Mill	√	√	√	√	√
FGVPM Bukit Sagu 04 Estate	√		√		√
FGVPM Bukit Sagu 06 Estate	√		√		√
FGVPM Bukit Sagu 07 Estate		√		√	
FGVPM Bukit Sagu 08 Estate		√		√	

[Click here to enter a date.](#)

Tentative Date of Next Visit: 7 August 2018 – 9 August 2018

Total No. of Mandays: 9 mandays

BSI Assessment Team:

Hafriazhar Mohd Mokhtar – Lead Auditor

Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and has been involved in RSPO audits within Malaysia, Papua New Guinea and Solomon Islands. During assessment, he covered the mill and estate best practices, legal issues, social issues, workers consultation, stakeholder consultation, environmental and occupational safety & health. He is fluent in Bahasa Malaysia and English languages.

**RSPO Public Summary Report
Revision 4 (November /2016)****Hu Ning Shing - Team Member**

She holds Bachelor Degree in Science majoring in Applied Chemistry, graduated from University of Malaya on 2011. She has 5 years working experience in rubber and palm oil industry. She also has the experiences as auditor for several standards including ISO 9001, MSPO and RSPO in her previous certification body. She completed the ISO 9001 Lead Auditor Course on 2016, Endorsed RSPO P&C Lead Auditor Course in 2012 and Endorsed RSPO SCCS Lead Auditor Course in 2015. She had been involved in RSPO auditing since November 2015 in more than various companies in Malaysia. During this assessment, she assessed on the aspects of social. She is fluent in Bahasa Malaysia and English languages.

Mahaswaran Maliyapan– Team Member

Involved in RSPO assessment since 2012. Member of CUC RSPO audit team. More than 15 years of working experience in various industries. Fully trained in similar agriculture certification programmes such as RSPO, SCCS and RFS2. Certified ISO 14001:2004 and OHSAS 18001:2007 Lead Auditor.

Accompanying Persons: Nil

Section 3: Assessment Findings

3.1 Details of audit results

This assessment has been assessed using the following RSPO normative requirements. The assessment details are provided in Appendix A.

- Felda Global Ventures Holdings Berhad Time Bound Plan
- RSPO P&C MY-NIWG 2014 Checklist
- RSPO Supply Chain Certification Checklist November 2014

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	Yes, as per time bound plan. It is including estates without mill.	Yes
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	Yes, Based on time bound plan on 2017, total mill that FGVP(M) have 72 mills and none has had certified as of the date of the on-site audit. In 2017 FGVP(M) plans to conduct RSPO certification process (Initial Assessment) at 16 mill for 2017. The progress of certification process will be observed on next assessment.	Yes
Have there been any changes since the last audit? Are they justified?	Not Applicable (N/A) since this is new certification audit main assessment)	N/A
If there have been changes, what circumstances have occurred?	N/A	N/A
Have there been any stakeholder comments?	No	Yes
Have there been any newly acquired subsidiaries?	No	Yes
Have there been any isolated lapses in implementation of the plan?	No	Yes
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes, at the current status only 16 complexes already have internal audit in year 2016. The internal audit program and records done by Certification & Due Diligence (CDD) Department was sighted. The NC during the audit still in	Yes

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>progress to close. All certification bodies that will do the audit for FGV need to verify those NC. Others complex will do as per their time bound plan. Overall findings is positive as per before.</p>																																					
<p>No replacement after dates defined in NIS Criterion 7.3:</p> <ul style="list-style-type: none"> • Primary forest. <ol style="list-style-type: none"> 1. Any area identified as containing High Conservation Values (HCVs). 2. Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	<p>As per this year audit, there has been no replacement of primary forest area. However, there is one previous issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan.</p> <p>FGV already brief this issue to RSPO secretariat. All details summary as per below:</p> <table border="1" data-bbox="555 745 1152 1991"> <thead> <tr> <th colspan="3">HCV clearance Kalimantan reported by Chain Research Reaction</th> </tr> <tr> <th>Issue</th> <th>Action plan progress</th> <th>Date of completion</th> </tr> </thead> <tbody> <tr> <td>HCV clearance at PT CNP and PT TAA</td> <td>Engaged Independent consultant for ground investigation</td> <td>20th April – 4th May 2016</td> </tr> <tr> <td></td> <td>Investigation finding presentation to FGV management</td> <td>9th May 2016</td> </tr> <tr> <td></td> <td>Brief presentation to RSPO on the Investigation findings</td> <td>10th May 2016</td> </tr> <tr> <td></td> <td>Letter to stop all operation in HCV area</td> <td>10th May 2016</td> </tr> <tr> <td></td> <td>1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>22nd May 2016</td> </tr> <tr> <td></td> <td>Discussion on Conservation and remediation plan with RSPO technical Director</td> <td>23rd May 2016</td> </tr> <tr> <td></td> <td>2nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>25th May 2016</td> </tr> <tr> <td></td> <td>Sent a letter to RSPO on action plan for PT CNP and PT TAA</td> <td>27th May 2016</td> </tr> <tr> <td></td> <td>3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>15th June 2016</td> </tr> <tr> <td></td> <td>Develop the Conservation and Remediation plan and relevant SOP</td> <td>1st July 2016</td> </tr> </tbody> </table>	HCV clearance Kalimantan reported by Chain Research Reaction			Issue	Action plan progress	Date of completion	HCV clearance at PT CNP and PT TAA	Engaged Independent consultant for ground investigation	20 th April – 4 th May 2016		Investigation finding presentation to FGV management	9 th May 2016		Brief presentation to RSPO on the Investigation findings	10 th May 2016		Letter to stop all operation in HCV area	10 th May 2016		1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 nd May 2016		Discussion on Conservation and remediation plan with RSPO technical Director	23 rd May 2016		2 nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 th May 2016		Sent a letter to RSPO on action plan for PT CNP and PT TAA	27 th May 2016		3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	15 th June 2016		Develop the Conservation and Remediation plan and relevant SOP	1 st July 2016	<p>Yes</p>
HCV clearance Kalimantan reported by Chain Research Reaction																																						
Issue	Action plan progress	Date of completion																																				
HCV clearance at PT CNP and PT TAA	Engaged Independent consultant for ground investigation	20 th April – 4 th May 2016																																				
	Investigation finding presentation to FGV management	9 th May 2016																																				
	Brief presentation to RSPO on the Investigation findings	10 th May 2016																																				
	Letter to stop all operation in HCV area	10 th May 2016																																				
	1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 nd May 2016																																				
	Discussion on Conservation and remediation plan with RSPO technical Director	23 rd May 2016																																				
	2 nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 th May 2016																																				
	Sent a letter to RSPO on action plan for PT CNP and PT TAA	27 th May 2016																																				
	3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	15 th June 2016																																				
	Develop the Conservation and Remediation plan and relevant SOP	1 st July 2016																																				

**RSPO Public Summary Report
Revision 4 (November / 2016)**

		Appointment letter to engage independent external social mediator to handle negotiation with affected communities	1 st July 2016	
		Conducted social mediation and engagement with affected communities	18 th to 30 th July 2016	
		Consultation with FGV legal department on local national regulation. Found that the area (PT CNP and PT TAA) were outside the Indonesia Peat Moratorium no. X (10)	30 th July 2016	
		4 th Public statement on HCV clearance at PT CNP and PT TAA on FGV website	12 th August 2016	
		Sent the progress of action taken to RSPO using SRT V	19 th August 2016	
		Sent out the conservation and remediation plan to PT CNP and PT TAA for implementation	7 th October 2016	
		Meeting with RSPO Technical Director and RSPO Complaint Coordinator on PT CNP and PT TAA issue	14 th October 2016	
		Sent the progress of action taken to RSPO using SRT V	17 th October 2016	
		5 th Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	5 th November 2016	
		Meeting with RSPO secretariat on Compensation Panel feedback and our complaints on HCV updates in WSJ complaint update	25 th November 2016	
		Received comment and recommendation from RSPO compensation Panel on PT CNP	1 st December 2016	

**RSPO Public Summary Report
Revision 4 (November /2016)**

		Meeting with the FGVKalimantan at PT CNP office for further engagement with ELC / Aidenvironment and Aksenta	13 th December 2016					
		Meeting on new revised Indonesia regulation PP57 and PP 71 with Badan Lingkungan Hidup dan Kehutanan as well as with Dinas Perkebunan Kalimantan Barat	14 th December 2016					
		Meeting with ELC/AIDH and Aksenta on new proposal to include Aidenvironment proposal for our Landscape conservation plan	14 th December 2016					
		Meeting with PERMADA (Persatuan Madura & Dayaks) on their request to develop the HCV area	15 th December 2016					
		Site visit to PT CNP and PT TAA with Kalimantan team	15 th December 2016					
		Finalizing the next action for conservation engagement with ELC/AIDH and Aidenvironment	16 th December 2016					
		Kalimantan operation to seek an area with local Bupati to replace the cleared HCV area	In progress					
	REVIEW HCV ASSESSMENT	6 th Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	10 th February 2017					
		PERSADA meeting with RSPO Jakarta	9 th March 2017					
	Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	There is "potential" new planting after 1 Jan 2010. NPP audit has been carried out for all FGVPM Estate and is currently under review. Data as per below:			Yes			
	<table border="1"> <thead> <tr> <th>Estate</th> <th>Hectarage Involved In NPP</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>FGVPM Chegar Perah 1</td> <td>59.32</td> <td>Still on going. Waiting</td> </tr> </tbody> </table>	Estate	Hectarage Involved In NPP	Status		FGVPM Chegar Perah 1	59.32	Still on going. Waiting
Estate	Hectarage Involved In NPP	Status						
FGVPM Chegar Perah 1	59.32	Still on going. Waiting						

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<table border="1"> <tr> <td>FGVPM Bukit Sagu 8</td> <td>61.54</td> </tr> <tr> <td>FGVPM Tembangau 5</td> <td>86.58</td> </tr> <tr> <td>FGVPM Selendang 3</td> <td>97.59</td> </tr> <tr> <td>FGVPM Krau 2</td> <td>170.78</td> </tr> <tr> <td>FGVPM Krau 4</td> <td>80.28</td> </tr> <tr> <td>FGVPM Bukit Sagu 6</td> <td>72.87</td> </tr> <tr> <td>FGVPM Lepar Hilir 5</td> <td>253.62</td> </tr> <tr> <td>FGVPM Tembangau 6</td> <td>495.53</td> </tr> <tr> <td>FGVPM Aring 10</td> <td>518.52</td> </tr> <tr> <td>FGVPM Setiu 1</td> <td>130.72</td> </tr> <tr> <td>Total</td> <td>1,722.32</td> </tr> </table>	FGVPM Bukit Sagu 8	61.54	FGVPM Tembangau 5	86.58	FGVPM Selendang 3	97.59	FGVPM Krau 2	170.78	FGVPM Krau 4	80.28	FGVPM Bukit Sagu 6	72.87	FGVPM Lepar Hilir 5	253.62	FGVPM Tembangau 6	495.53	FGVPM Aring 10	518.52	FGVPM Setiu 1	130.72	Total	1,722.32	<p>Consultant (Aksenta) to present the final report for HCV, SIA, LUCA & HCS assessment</p> <p>Pending Consultant (Aksenta) to start NPP assessment in February 2017.</p>	
FGVPM Bukit Sagu 8	61.54																								
FGVPM Tembangau 5	86.58																								
FGVPM Selendang 3	97.59																								
FGVPM Krau 2	170.78																								
FGVPM Krau 4	80.28																								
FGVPM Bukit Sagu 6	72.87																								
FGVPM Lepar Hilir 5	253.62																								
FGVPM Tembangau 6	495.53																								
FGVPM Aring 10	518.52																								
FGVPM Setiu 1	130.72																								
Total	1,722.32																								
<p>Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.</p>	<p>There is issue on land conflict although it was captured on Felda Membership, but FGV also indirectly involved as part of the claim involve FGVPM Sahabat 55. The issue still in progress. Data as per below:</p> <p>Member : Lembaga Kemajuan Tanah Persekutuan (FELDA) /Orang Dusun Desa Begahak</p> <p>Date Filed : 16 February 2015</p> <p>Complaint : Community of Desa Begahak</p> <p>Complaint : The company has breached the communities user rights to the land in breach of Principle 2.2</p> <p>Synopsis:</p> <p>According to the Enquiry National Hak Tanah of Malaysia conducted by SUHAKAM, the state government had given 1260 acres of land to the Dusun Begahak community in 1981. At the same</p>	<p>Yes</p>																							

	<p>time, the same land was alienated to FELDA for development.</p> <p>The complainant raised the issue that FELDA has no right to develop their land and should return it to the community because the land originally belonged to the community. The complainant also stated that the cemetery area is being developed by FELDA.</p> <p>FELDA enclaved 916 acres of the said land and gave it back to the community on the 25th of May 1982. The community planted fruits and other crops on the land.</p> <p>FELDA have received some evidence from both sides. The evidence needs to be scrutinised and investigated further.</p> <p>Remarks:</p> <p>2 July 2015 – It was agreed that the matter would be referred to the FELDA/FGV Sustainable Steering Committee on 7th July 2015.</p> <p>22 June 2015 – FELDA had another meeting with Robin Balud and the representatives of the community and agreed to exchange documents on the land claim. A site visit was also undertaken with the community members.</p> <p>4 June 2015 – FELDA met with Robin Balud again and agreed to do a joint mapping of the land.</p> <p>10 April 2015 – FELDA met the complainant, Robin Balud, in Kota Kinabalu Sabah, to discuss the complaint.</p> <p>9 April 2015 – FELDA met the community (Desa Begahak) members and discussed the issues from the complaint and the land claim.</p>	
--	--	--

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>13 March 2015 – RSPO had a conference call meeting with the head of the Dusun Begahak community to understand the situation.</p> <p>16 March 2015 – RSPO had a conference call meeting with FELDA representatives to discuss the situation.</p> <p>17 March 2015 – The complaint was raised to the Complaint Panel for further discussion and action.</p> <p>4 June 2015 – FELDA met the complainant Robin Balud and discussed the main issues of the land claim and compensation.</p> <p>22 March 2016 – RSPO sent complaint notice to FELDA.</p> <p>1 April 2016 – State Land and Survey Department begin its mapping exercise.</p> <p>4 April 2016 – FELDA submits action plan to RSPO dated 27 March 2016.</p> <p>6 May 2016 – FELDA withdraws its RSPO Principle and Criterias certificates.</p> <p>26 July 2016 – Complainant send a formal letter to FELDA to settle the customary land dispute.</p> <p>19 August 2016 – Progress report submitted by Felda.</p> <p>20 September 2016 – Felda met with the community todiscuss on how they will progress on the complaint,once the joint mapping report is received from theSabah Land and Survey department</p>	
<p>Any Labor disputes are being resolved through a mutually agreed process,</p>	<p>There is 1 issue happen in FGVPM Palong Timur 04 (Now FGVPM Palong Timur 05) and the details is elaborated below:</p>	<p>Yes</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

in accordance with RSPO criterion 6.3.	FGVPM PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RM61,968.60 and summon status is Court Appeal	
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes, at the current status only 16 complexes already have internal audit in year 2016. The internal audit program and records done by Certification & Due Diligence (CDD) Department was sighted. The NC during the audit still in progress to close. All certification bodies that will do the audit for FGV need to verify those NC. Others complex will do as per their time bound plan. Overall findings is positive as per before.	Yes
Any Legal non- compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no : SJ 534/2016; Dated 14 th April 2016 in Mahkamah Seksyen Kuantan. Fixed for Trial on 1 st to 3 rd March 2017. All process still in progress and CB will verify this issue in next audit or during audit in this complex.	Yes

3.3 Details of findings

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A.

During the Initial Assessment there were 3 (three) major and 9 (nine) minor nonconformities raised. The Bukit Sagu Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment.

The implementation of the Corrective Actions for the Major Nonconformity has been verified for its effectiveness and closed accordingly.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-M1	Requirements Indicator 6.1.3 Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation.	Major

	<p>Evidence of Nonconformity Bukit Sagu POM has developed a management plan for SIA on 30/6/2017. The management plan has included the issues, time frame to take to resolve the issue, person to be responsible and the action plan for Y 2017/2018 to be taken. However, the management plan was only included the mitigation of negative impacts but no promotion of positive impacts as per the procedure "Penilaian Impak Sosial" with Doc. No. ML-1A/L2-Pr21(0) dated 1/6/2016. Bukit Sagu 6 Estate: Management plan to monitor the issues raised in the SIA report was developed. However, no specific timeline for the management to rectify the issue.</p> <p>Statement of Nonconformity Plan for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified was not developed effectively.</p> <p>Root Cause</p> <ol style="list-style-type: none"> 1. Lack of supervision from the management in preparing the management plan. 2. The management did not specify a time period to review issues raised in the SIA report. <p>Corrections Corrections has been made to the management plans of the SIA dated 11/09/2017. The management plans now included the timeframe to address the identified impacts and positive impacts.</p> <p>Corrective Actions</p> <ul style="list-style-type: none"> • In order to prevent the lack of supervision, specific personnel has been appointed in each operating units to be responsible for social mitigation planning and execution. • The management plan execution will be monitored by mill and estate management and will be reported during the operation monthly meetings. • Periodic internal audit will be conducted by the sustainability team to ensure compliance of the mill and estates. <p>Assessment Conclusion Closed. An on-site verification was conducted on 13/11/2017 to verify the corrections that was submitted to the audit team for finding closure. During the closure assessment, Bukit Sagu 7 estate was selected to verify the corrections and corrective actions. The purpose to select Bukit Sagu 7 is to ensure that the corrective actions has been implemented throughout the entire Management Unit (Bukit Sagu Palm Oil Mill and Supply Base). During the closure assessment the assessment team had verified the periodic management meeting minutes to confirm the implementation of the corrective actions. The assessment team had also verified the SIA management plan for Bukit Sagu 07 which had included the positive impacts and mitigation timeframe. The assessment team had assessed the 12 months Prevention Action Plan by FVG which had included plans on re-evaluate the SIA impacts, periodic meetings and monitoring of the effectiveness of the mitigation actions.</p>	
--	--	--

**RSPO Public Summary Report
Revision 4 (November / 2016)**

	<p>Through this 12 months planning and dedicated personal appointed to monitor the mitagations and updates on the SIA, the assessment team deemed that the actions taken can prevent the finding from re-occurring in the future. The continuous implementation will be verified by the assessment team in the next assessment.</p>	
--	---	--

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-M2	<p>Requirements Indicator 6.5.2 Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p>	Major
	<p>Evidence of Nonconformity Bukit Sagu 6 Estate: Employment contract for all the 3 workers (Contractor: Mahu Berjaya Enterprise) were not available.</p>	
	<p>Statement of Nonconformity Contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) were not available.</p>	
	<p>Root Cause Lack of supervision by management in monitoring and obtaining a copy of a contract of employment of a worker's employment under contractor supervision.</p>	
	<p>Corrections Bukit Sagu 6 estate management to obtain copies of employment contracts workers under the supervision of the contractors. The Estate Management had also provided briefing to the contract workers regarding the importance of having an employment contract with their employer.</p>	
	<p>Corrective Actions The Estate Workers Liaison Officers are assigned to monitor and obtain copies of employment contract for any new workers on a monthly basis.</p>	
	<p>Assessment Conclusion Closed. An on-site verification was conducted on 13/11/2017 to verify the corrections that was submitted to the audit team for finding closure. During the closure assessment, Bukit Sagu 7 estate was selected to verify the corrections and corrective actions. The purpose to select Bukit Sagu 7 is to ensure that the corrective actions has been implemented throughout the entire Management Unit (Bukit Sagu Palm Oil Mill and Supply Base). During the assessment at Bukit Sagu 7, samples of the contract workers' employment contract was in placed. The assessment team had interviewed the Estate Workers</p>	

	<p>Liaison officers and confirmed that they understood their responsibility to ensure the contract workers contract are obtained.</p> <p>The assessment team deemed that since the Estate Workers Liaison officers are able to inform the assessment team about their responsibilities and there is no non-available employment contract from the samples were found, the assessment team deemed the implementation of having Estate Workers Liaison officers to be responsible on having a copy of the employment contract of the contractors' workers will be able to prevent the finding from re-occurring in the future.</p> <p>The continuous implementation will be verified by the assessment team in the next assessment.</p>	
--	---	--

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-M3	<p>Requirements Indicator 2.1.1 Evidence of compliance with relevant legal requirements shall be available.</p> <p>Evidence of Nonconformity Mill: <ul style="list-style-type: none"> • During the site visit to mill operation, several non-conformities were observed by the audit team. • There were some on-going engineering works at steriliser station and viscosity tank. No proper signages were made available. • At the diesel storage area, found the signages not properly maintained and no emergency contacts informations available. • At loading ramp, found an unauthorized driver [no driving licence] operating the shovel. The shovel also seen with intermittent reverse sensor, broken windscreen, no proper lighting/lamps. • The schedule waste seen with traces of oil spillage and spillage kit not available at site. • The piping system at Cooling Pond A not well defined as per standard procedure [Blue=cool water, yellow=oil, red=bomba, dark red=sludge]. • The fencing at Cooling Pond A, seen detached at some sides which being a risk for workers to trip and fall. </p> <p>Statement of Nonconformity The mill management to ensure the mill's operations are in compliance to applicable legal and other requirements.</p> <p>Root Cause Lack of monitoring by the mill management on meeting the legal requirements within the mill area.</p> <p>Corrections</p> <ol style="list-style-type: none"> 1. The mill management has re-briefed their workers regarding safety at work place. 2. Appropriate safety signages are in place to remind workers about safety. 3. Appropriate portable safety signages are available for the used of maintenance team to warn workers about safety during any maintenance works. 	Major

	<p>4. The legal registration has been revised and updated accordingly.</p>	
	<p>Corrective Actions</p> <p>Region OSH personnel has been assigned to monitor safety operations of the mill and to conduct periodic internal audit regarding safety operations.</p> <p>The mill management has been assigned to ensure periodic monitoring of the legal compliances.</p> <p>Periodic internal audits are planned by the regional sustainability team to ensure legal compliances.</p>	
	<p>Assessment Conclusion</p> <p>Closed.</p> <p>An on-site verification was conducted on 13/11/2017 to verify the corrections that was submitted to the audit team for finding closure. During the closure assessment, Bukit Sagu 7 estate and the Mill was selected to verify the corrections and corrective actions. The purpose to select Bukit Sagu 7 as well is to ensure that the corrective actions has been implemented throughout the entire Management Unit (Bukit Sagu Palm Oil Mill and Supply Base).</p> <p>During the verification at the Mill, all safety signages was available as per the correction plan. The assessment team had reviewed the legal register and it has be update according.</p> <p>During the verification at Bukit Sagu 7, there were no safety issue found. The legal registered has been updated accordingly.</p> <p>The assessment team had reviewed the internal audit requirements setup by FVG and it includes elments of legal compliance.</p> <p>Considering the multi level setup by FVG on monitoring and implementing the legal compliance, the assessment team deemed that the corrective action taken will able to eliminate the root cause of the finding. The continuous implementation will be verified by the assessment team in the next assessment.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
<p>1525351-201708-N1</p>	<p>Requirements Indicator 6.2.3 A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained.</p> <p>Evidence of Nonconformity KKD meeting was carried out on 23/3/2017 in Bukit Sagu 4 Estate. Meeting minute was sighted. Program for KKD Y2017 was available for activities such as recreational, sport, religious activity, socio-economic. However, no activity has been carried out throughout the year even the program was planned from January to December 2017.</p> <p>Statement of Nonconformity No evidence of KKD's planned activities was carried out according to the program.</p>	<p>Minor</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>Root Cause Lack of supervision by the management in preparing records of planned activities throughout the year 2017</p>	
	<p>Corrections The management to provide a record of planned activities throughout 2017</p>	
	<p>Corrective Actions The Management to ensure that the appointed KKD Committee to maintain records of all activities throughout the year</p>	
	<p>Assessment Conclusion Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N2	<p>Requirements Indicator 4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p>	Minor
	<p>Evidence of Nonconformity Bukit Sagu POM: a. 3R items such as plastic bottles and used tyre were found scattered around at the housing compound near to the field. b. Evidence of opening burning of rubbish was sighted during site visit to the housing area.</p>	
	<p>Statement of Nonconformity Disposal of waste material was not properly implemented.</p>	
	<p>Root Cause Lack of understanding and monitoring of 3R items (such as plastic bottles and used tires) by workers</p>	
	<p>Corrections KS Sagu Management to monitor 3R implementation and waste (such as plastic bottles and used tires) around residential complexes and the burning of waste in residential areas practice</p>	
	<p>Corrective Actions</p> <ul style="list-style-type: none"> • The Management to appoint an officer to monitor the issue of disposal of solid / domestic wastes • The management to monitor and discuss this issue in a monthly management meeting 	
	<p>Assessment Conclusion</p>	

**RSPO Public Summary Report
Revision 4 (November /2016)**

	Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.	
--	--	--

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N3	Requirements Indicator 1.1.1 There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.	Minor
	Evidence of Nonconformity Bukit Sagu 6 Estate: It was sighted during site visit that there was improper dumping of scheduled waste i.e. contaminated hydraulic oil containers by neighbour within estate field domestic waste pit (landfill) in Block 09 PM13E.	
	Statement of Nonconformity There was evidence that the estate does not provide adequate information on environmental issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.	
	Root Cause Lack of communication with stakeholders on the issue of scheduled waste disposal in garbage disposal areas in the fields	
	Corrections The management to communicate with stakeholders on the issue of scheduled waste disposal in the landfill in the field with relevant stakeholders	
	Corrective Actions The management to appoint Communications Officers to communicate all policies and procedures especially to the closest stakeholders	
	Assessment Conclusion Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N4	Requirements Indicator 5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.	Minor
	Evidence of Nonconformity Bukit Sagu Palm Oil Mill:	

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>The records of monitoring i.e. "Analisis Data Penggunaan Tenaga & Tenaga Boleh Diperbaharui" sighted last updated until December 2015.</p>	
	<p>Statement of Nonconformity Monitoring of efficiency improvement plan related to use of fossil fuels and renewable energy not in place.</p>	
	<p>Root Cause Lack of supervision by the management in providing monitoring records ie "Analysis of Energy & Renewable Energy Data Data" for the current year</p>	
	<p>Corrections Mill management to provide a Monitoring Record of "Analyze Data on Energy & Renewable Energy" for the current year</p>	
	<p>Corrective Actions Monitoring by mill management through mill monthly meetings as well as periodic reviews by RSPO Internal Audit</p>	
	<p>Assessment Conclusion Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N5	<p>Requirements Indicator 4.8.2 Records of training for each employee shall be maintained.</p> <p>Evidence of Nonconformity Mill: Sampled various training records such as PPE awareness, evacuation drill, awareness on SOP etc. However, based on the interviewed with Mohd. Khairul Farid whom in-charge for schedule waste management, revealed there was no training provided to him since 2016. The mill management also to consider the mechanism on how to ensure all the workers been provided training in regard to their nature of job. Sampled training record for emergency evacuation dated on 22/07/17 done by assistant mill managers only attended by 42 workers out of 80 and there is no plan established to ensure the other workers will be provided the training as well.</p> <p>Statement of Nonconformity The mill management to maintain documented evidences of worker's trainings needed for continuous improvement.</p> <p>Root Cause Lack of monitoring by management in identifying the training needs of each employee</p> <p>Corrections Mill management to monitor the training needs of each employee (by type of work)</p> <p>Corrective Actions</p> <ul style="list-style-type: none"> The management to appoint the officer responsible for identifying the training needs analysis for each employee. 	Minor

**RSPO Public Summary Report
Revision 4 (November / 2016)**

	<ul style="list-style-type: none"> Management to ensure that employees get the necessary training 	
	<p>Assessment Conclusion</p> <p>Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N6	<p>Requirements</p> <p>Indicator 5.1.2</p> <p>Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons.</p>	Minor
	<p>Evidence of Nonconformity</p> <p>Mill and Bukit Sagu 06: During mill and field visits by the audit team, the respective EIA was used as guide. The negative impacts were identified and appropriate mitigation measures addressed in the EIA table, however there is no environmental management plan in place to monitor the performance of identified environmental aspects as per required by documented procedure RSPO 2010 (Kriteria 5.1/5.3/5.6] page 4.</p>	
	<p>Statement of Nonconformity</p> <p>The established EIA with negative aspects, to be identified of responsible person(s), potential impacts from current practices and measures to mitigate negative impacts.</p>	
	<p>Root Cause</p> <p>Lack of monitoring by the management in preparing an environmental management plan to monitor the environmental impact identified in the EIA form</p>	
	<p>Corrections</p> <p>Both mill and Bukit Sagu 06 etate to prepare the environmental management plan to monitor the environmental impact identified in the EIA form</p>	
	<p>Corrective Actions</p> <p>Monitoring by both mill and Bukit Sagu 06 etate through monthly meetings as well as periodic reviews by RSPO's Internal Audit</p>	
	<p>Assessment Conclusion</p> <p>Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)

**RSPO Public Summary Report
Revision 4 (November /2016)**

1525351-201708-N7	<p>Requirements Indicator 5.1.3 This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.</p>	Minor
	<p>Evidence of Nonconformity Mill and Bukit Sagu 06: Since there is an absence of environmental management plan as required in criteria 5.1.2, therefore monitoring system for implementing changes in operation not documented nor reviewed at planned interval.</p>	
	<p>Statement of Nonconformity The management to regularly review the environmental performance that could be resulted from negative or positive impacts.</p>	
	<p>Root Cause Lack of monitoring and supervision by management in preparing an environmental management plan to monitor identified environmental impacts in the EIA form within the specified time interval</p>	
	<p>Corrections Both mill and Bukit Sagu 6 management to prepare an environmental management plan to monitor the environmental impact identified in the EIA form within the predetermined time interval</p>	
	<p>Corrective Actions Monitoring by both mill and Bukit Sagu 06 etate through monthly meetings as well as periodic reviews by RSPO's Internal Audit</p>	
	<p>Assessment Conclusion Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N8	<p>Requirements Indicator 5.2.4 Where a management plan has been created there shall be ongoing monitoring: <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. </p>	Minor
	<p>Evidence of Nonconformity Bukit Sagu 6: Sighted an assessment report by Certification & Due Diligence [Mr. Yaslam Mohammad Salleh] on 14/12/2016. There is no smallholders and villages adjacent to the estate's boundary. The assessment found of rare and threatened species/animals such as elephant, tiger, bear and etc. However, the estate is not maintaining a management plan or records that to monitor the reserve forest are being protected from illegal</p>	

RSPO Public Summary Report
Revision 4 (November /2016)

	<p>encroachment, no fire, no hunting, bird trapping, elephant encroachment and the movement of native people who enters to the reserve forest for their livelihood.</p> <p>Statement of Nonconformity The management to regularly monitor the movement of forest ecosystem affected by plantation or mill operations.</p> <p>Root Cause Lack of monitoring and supervision by management in providing wildlife monitoring records in farm areas in parallel with wildlife species identified in Biodiversity reports</p> <p>Corrections The management to provide a record of wildlife monitoring in the farm area in parallel with the species of wildlife that has been identified in the Biodiversity report.</p> <p>Corrective Actions Wildlife monitoring record every 3 months to be reviewed and certified by the manager</p> <p>Assessment Conclusion Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	
--	--	--

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1525351-201708-N9	<p>Requirements Indicator 2.1.3 A mechanism for ensuring compliance shall be implemented.</p> <p>Evidence of Nonconformity Sampled payslip for contractors' workers under Impian Jaya and SSR Agriculture in Bukit Sagu 4 Estate were found inconsistent according to the format of Surat Perintah Kerja (SPK). The number of working days shown in the two payslip of each worker in a month was 26 days each and the name of the company printed in the payslip was not according to the explanation from the contractor. a. Passport No.: AT538669 b. Passport No.: B1957333 c. Passport No.: A8364823 d. Passport No.: A7569446</p> <p>Statement of Nonconformity Implementation of the mechanism to ensure compliance was inconsistent to the format of Surat Perintah Kerja (SPK).</p> <p>Root Cause Lack of supervision by management in monitoring and obtaining contractor workers' payslip</p> <p>Corrections The management to monitor and obtain contractor workers' payslip to ensure a minimum wage earned by the workers</p>	Minor

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>Corrective Actions</p> <p>The Management to ensure the Estate Workers Liaison Officer to monitor and obtain a copy of the contractor's salary slip per month</p>	
	<p>Assessment Conclusion</p> <p>Corrective actions accepted. Evidence and effectiveness of corrections and corrective actions will be verify in next-coming audit.</p>	

Opportunity for improvement	
OFI #	Description
1	<p>Indicator 6.5.1 Details Bukit Sagu 6 Estate: Payslip for all the 3 workers under Contractor: Mahu Berjaya Enterprise was only available for June 2017. Consistency of the availability of payslip for every months should be further enhance.</p>
2	<p>Indicator 4.8.1 Details Bukit Sagu 6 Estate & POM: The management to identify a process on how a regular assessments of training needs being established and how it relates to the annual training plan.</p>
3	<p>Indicator 4.7.2 Details Bukit Sagu The electric fencing and quarry site to be include in the HIRADC as it has direct impact to the workers and stakeholders.</p>

Positive Findings	
PF #	Description
1.	<p>Bukit Sagu POM:</p> <ul style="list-style-type: none"> Objectives for quality, safety and environment well linked to the CIP and training program. The measures taken to enter confined space well implemented. The presence of fire extinguisher and first aid boxes in the evacuation layout well communicated among mill workers. The management has invested sufficient fund for continuous improvement activities, such as new chemical room.
2.	<p>Bukit Sagu 04:</p> <ul style="list-style-type: none"> Commitment from the management very good with required records for audit well prepared. Chemical store and premix are well constructed, refurbished and shower room well provided as part of continuous improvement. Signages restricting pregnant and breast-feeding women to the chemical room and premix area well implemented. Diesel storage seen with complete information as required by the standards. Spillage at chemical room seen complete and the person in-charge well trained on the emergency situation. A roll-call book made available seen with information on the messages communicated with all workers.
3	<p>Bukit Sagu 06:</p> <ul style="list-style-type: none"> Chemical store well defines of the Class 1B chemicals.

**RSPO Public Summary Report
Revision 4 (November / 2016)**

	<ul style="list-style-type: none"> • SDS seen updated and well displayed at chemical store. • Fertilizer store seen with palletization as to avoid the fertilizer bags not direct exposed to land. • Housing facilities for foreign workers seen well maintained and workers encouraged to cultivate small vegetable farms for their daily consumption.
--	--

Issues raised by Stakeholders

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Bukit Sagu Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted 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 meeting, 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 later was verified with the management team. These have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix E.

IS #	Description
1	<p>Issues: Department of Environment, Officers – They informed that FGV Plantations (M) Sdn Bhd was fully committed to comply with the requirements and standard related to the environment.</p> <p>Management Responses: The management will continue to comply with all the regulations and requirements.</p> <p>Audit Team Findings: No further issue.</p>
2	<p>Issues: Labour Department, Officer – The officer informed that no complaint received from the employees related to wages, housing and welfare. However, he commented that the housing condition in Bukit Sagu 8 Estate was not meeting the standard.</p> <p>Management Responses: The management has made afford to apply to Labour Office for the non-compliance on 5/5/2017 and waiting reply from the authority.</p> <p>Audit Team Findings: Details refer to Criteria 6.5.3.</p>
3	<p>Issues: Bangladeshi worker in Bukit Sagu 8 Estate – He was satisfied with the room condition where he is staying and all the facilities provided by the company such as bathroom and kitchen. No discrimination was happened. The management has treated all different nationality equally. Whenever he requested for work on rest day, the management will approved.</p> <p>Management Responses: The management will continue to treat all the employee equally according to their policy.</p> <p>Audit Team Findings: No further issue.</p>
4	<p>Issues:</p>

	Contractors – They informed that the payment was made promptly. All of their workers were staying inside the workers’ quarter of FGV.
	Management Responses: The management will ensure the payment is make promptly according to the agreement.
	Audit Team Findings: No further issue.
5	Issues: Kindergarten teacher, Bukit Sagu 4 Estate– The school management has received good co-operation from the management where they will provide any assistance whenever needed. One comment from her where the windows in the kindergarten were broken due to the people who played football next to the kindergarten. She hopes that the management could monitor on this issue.
	Management Responses: The management will monitor this issue in future.
	Audit Team Findings: The issue could be verify during the next surveillance audit by auditor.
6	Issues: Workers’ Representatives – They understood the grievance mechanism in the company. Passport was kept in the safe box voluntarily. Medical surveillance was conducted for sprayer. Their salary has achieved Minimum Wage Order 2016. However, they are lacking of knowledge and understanding on RSPO.
	Management Responses: The management will ensure the employees has good understanding on RSPO.
	Audit Team Findings: To be verify during next surveillance audit.
7	Issues: Neighbouring Quarry – He has no issue on FGV Plantations (M) Sdn Bhd. Good relationship with the management.
	Management Responses: The management will continue to maintain good relationship.
	Audit Team Findings: No issue.

3.3.1 Status of Nonconformities Previously Identified and OFI

Not applicable

Opportunity for improvement	
OFI #	Description
	Nil

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
1525351-201708-M1 – 6.1.3	Major	07/09/2017	Closed out on 13/11/2017
1525351-201708-M2 – 6.5.2	Major	07/09/2017	Closed out on 13/11/2017
1525351-201708-M3 – 2.1.1	Major	07/09/2017	Closed out on 13/11/2017

**RSPO Public Summary Report
Revision 4 (November /2016)**

1525351-201708-N1 – 6.2.3	Minor	07/09/2017	"Open"
1525351-201708-N2 – 4.6.10	Minor	07/09/2017	"Open"
1525351-201708-N3 – 1.1.1	Minor	07/09/2017	"Open"
1525351-201708-N4 – 5.4.1	Minor	07/09/2017	"Open"
1525351-201708-N5 – 4.8.2	Minor	07/09/2017	"Open"
1525351-201708-N6 – 5.1.2	Minor	07/09/2017	"Open"
1525351-201708-N7 – 5.1.3	Minor	07/09/2017	"Open"
1525351-201708-N8 – 5.2.4	Minor	07/09/2017	"Open"
1525351-201708-N9 – 2.1.3	Minor	07/09/2017	"Open"

Assessment Conclusion and Recommendation:

Based on the findings during the assessment Bukit Sagu Palm Oil Mill Certification Unit and supply base complies with the RSPO P&C 2013 (MY-NI 2014) and the RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the certification of Bukit Sagu Palm Oil Mill Certification Unit is approved and continued.

Acknowledgement of Assessment Findings	Report Prepared by
Name: Mohd. Saufee Ibrahim	Name: Hafriazhar Mohd Mokhtar
Company name: FELDA Global Ventures Plantation (M) Sdn Bhd Bukit Sagu Palm Oil Mill	Company name: BSI Services Malaysia Sdn Bhd
Title: Mill Manager	Title: Lead Auditor
Signature:  Date: 27/12/2017.	Signature:  Date: 26/12/2017

CERTIFICATION AND DUE DILLIGENCE (CDD)
 SUSTAINABILITY & ENVIRONMENT UNIT
 FELDA GLOBAL VENTURES HOLDINGS BERHAD
 TINGKAT 20, MENARA FELDA PLATINUM PARK
 NO 11, PERSIARAN KLCC, 50088 KUALA LUMPUR
 Tel: 03-28590000 Fax: 28591311

Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
Principle 1: Commitment to Transparency			
Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making. - Minor compliance -	There was evidence that the estate does not provide adequate information on environmental issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making. Bukit Sagu 6 Estate: It was sighted during site visit that there was improper dumping of scheduled waste i.e. contaminated hydraulic oil container by neighbour within estate field domestic waste pit (landfill) in Block 09 PM13E. This was isolated case but still raised as minor nonconformity due to inconsistency since no issue found in both Bukit Sagu Mill and Bukit Sagu 4 Estate.	Minor nonconformance
1.1.2	Records of requests for information and responses shall be maintained. -Major compliance	All operating units maintain records of information request and response under file QOHSE-FPI/L2/QOHSE-06. Sighted sampled records at mill: i) DOSH Mill Inspection visit record dated 31/7/2017 ii) DOE Field Citation records dated 22/8/2016 Monitoring of the maintenance of information request and response records were conducted by the appointed Social Representative in each operating unit.	Complied
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.			
1.2.1	Publicly available documents shall include, but are not necessary limited to: • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). - Major compliance –	FGV has established " <i>Komunikasi, Penglibatan dan Rundingan</i> " procedure with Doc. No. ML-1A/L2-Pr12(0) dated 1/6/2016. Types of communication were listed in the procedure such as through management to employees and vice versa via morning muster, notice board, suggestion box, workers' representative and etc. Communication process with external stakeholders, medias and contractors was detailing in the procedure. List of documents that was made publicly available was included into the procedure. Documents such as meeting minutes, OSH plan, HCV report, policies, SEIA and etc were publicly available upon request. The procedure was briefed to the stakeholders during RSPO stakeholder meeting. <u>Bukit Sagu POM, FGV Bukit Sagu 04 and FGV Bukit Sagu 06</u> <ul style="list-style-type: none"> • Land tiles are only available upon justify reason • OHS, EIA and SIA plans for both mill and estate are readily available at main office and during external stakeholder meetings. • Procedure on Complaint & Grievances are made available as Public Document. • Policies in regard to sustainability programs are available on notice boards and as and when required by stakeholders. 	Complied

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
Criteria 1.3:		
Growers and millers commit to ethical conduct in all business operations and transactions.		
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations. -Minor compliance</p> <p>Felda Global Ventures has developed Code of Ethical Conduct Policy with Doc. No. ML-1A/L1-Po13(0) dated 1/6/2014. The company has to ensure all the employees as below:</p> <ul style="list-style-type: none"> i. <i>Menolak amalan rasuah, korupsi dan pecah amanah</i> ii. <i>Menghindarkan sebarang percanggahan kepentingan</i> iii. <i>Melaksanakan urusan perniagaan dengan telus, jujur dan adil</i> iv. <i>Melindungi kerahsiaan maklumat kumpulan selaras dengan etika penghebahan maklumat mengikut peraturan</i> v. <i>Meningkatkan tahap profesionalisma</i> <p>Besides, the company has developed FGV Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 1/9/2016) in English and Bahasa Malaysia. The policy has detailing the responsibility and compliance to the policy and FGV’s commitment to sustainability. Briefing of the policy was conducted on 21/8/2017 for whole Bukit Sagu Complex employees.</p> <p>Latest annual reports consist of audited FGV group account available via online at the following link: http://dms.irchartnexus.com:81/ebook/ebook_basic.php?id=150</p>	Complied
Principle 2: Compliance with applicable laws and regulations		
Criterion 2.1:		
There is compliance with all applicable local, national and ratified international laws and regulations.		

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.1 Evidence of compliance with relevant legal requirements shall be available. - Major compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> ➤ A procedure sighted "Register of legal and other requirements" [ML-1A/L5-AP23 Pind.0] was last updated on various dates in December 2016. ➤ Some of the legal requirements listed are inclusive of Factories & Machinery [1967, Act 139], Control Items [1974, Reg 9/2], Occupational Safety & Health [1994, Act 514] and Environmental Quality [1974, Act 127], Fire Safety [1988, Act 341], Permission to store Poison [1962, Natrium Hydroxides] ➤ Verified and sampled the licenses and permits that applicable for the mill operation. <ul style="list-style-type: none"> • MPOB license for purchase / sell / store / transporting FFB, CPO, PK & SPO [License 500202104000, expires 31/03/18. • License for water [mill operation] – SWUL/LPSA/68/2017 expires 31/12/2017. • License from department of environment – # 004129 expires on 30/06/2018 with limitation of effluent discharge of 1440m³/day. • Competence person for electric – Hashim Haron [07897] 25-10-2005 • Competence person for Boiler – Shairul Bahari – PA/69/2013. • DOE – CePSWam – attended 06/05/2016 [Mohd Saufee bin Ibrahim] • DOE – CePPOMETS – attended 9-14/01/2017 [Muhamad Khairy bin Shamsudin] • Competence person as Steam Engineer in accordance to Akta Kilang Dan Jentera, 1967- Muhd Saufee bin Ibrahim #139/2016 – Gred 2. • Final discharge in accordance to EQA 1974-Act 127; Peraturan-Peraturan Kualiti Alam Sekeliling (Premis Yang Ditetapkan) (Minyak Kelapa Sawit Mentah), 1977-P. U (A) 342/1977. Monthly submission of flow meter reading as for monitoring of waste water. • Quarterly Return Form as per First Schedule of the Environmental Quality (Prescribed Premises) (Crude Palm-Oil) Regulations, 1977 – report to DOE sighted for 2nd quarter [ref. AS: 38-4046-BS-810/3-Pt.4]. CPO[10935MT], FFB processed [56970MT], estimated water used [76349m³]. 	<p>Major nonconformance</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
	<p>During the site visit to mill operation, several non-conformities were observed by the audit team.</p> <ul style="list-style-type: none"> • There were some on-going engineering works at steriliser station and viscosity tank. No proper signages were made available. • At the diesel storage area, found the signages not properly maintained and no emergency contacts informations available. • At loading ramp, found an unauthorized driver [no driving licence] operating the shovel. The shovel also seen with intermittent reverse sensor, broken windscreen, no proper lighting/lamps. • The schedule waste seen with traces of oil spillage and spillage kit not available at site. • The piping system at Cooling Pond A not well defined as per standard procedure [Blue=cool water, yellow=oil, red=bomba, dark red=sludge]. The fencing at Cooling Pond A, seen detached at some sides which being a risk for workers to trip and fall. This is against the requirement stipulated in "Jadual Pematuhan – 004129". <p><u>Bukit Sagu 04</u> Seen "List of Permit – 2017" listed 15 items that requires monitoring. Among documents that verified:</p> <ul style="list-style-type: none"> • MPOB license – 558968002000 expires on 28/02/18 • License from Agriculture Department to purchase "Paraquat Dichloride" – No. PHG/2017/PARA/051(GL) dated on 05/04/2017 for amount of 1340 Liters. • License to purchase and store diesel – C018501 [Bil:01/OGOS/2017(PB)] for 10,000 Liters expires on 31/07/2018 <p><u>Bukit Sagu 06</u> Seen "List of Permit – 2017" listed 15 items that requires monitoring. Among documents that verified:</p> <ul style="list-style-type: none"> • MPOB license – 559597002000 expires on 31/03/18 • MPOB license for nursery – producing, storing, transporting and sale – 571667011000 expires on 30/04/2018. • License from Agriculture Department to purchase "Paraquat Dichloride" – No. PHG/2017/PARA/080(GL) dated on 14/04/2017 for amount of 1000 Liters. • Approval letter dated on 19/11/2013 from "Pejabat Tenaga Kerja Kuantan" for deduction from wages of workers monthly pay. 	

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.2</p> <p>A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance -</p>	<p><u>Bukit Sagu POM</u> The distribution of revisions is centralizing in HQ and email communication evidence for any changes / notification to all the operating units. The appointed QOHSEMR [Mr. Fairuz] is the responsible person to co-ordinate with HQ and other sources for any changes in the requirements as well to update the internal members on the revisions.</p> <p><u>Bukit Sagu 04</u> Estate asst. manager responsible for updating legal documents as per information from CDD. Seen the latest evaluation of compliance [ML-1A/L5-AP13 Pind.0] was prepared by assistant and approved by estate manager on 30/05/2016.</p> <p><u>Bukit Sagu 06</u> Any new laws or regulation that to be comply shall be by using the LROR and it subject to be review and approved by the manager.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.3</p> <p>A mechanism for ensuring compliance shall be implemented. - Minor compliance -</p>	<p><u>Bukit Sagu POM</u> A procedure sighted "Register of legal and other requirements" [FPI/L2/QOHSE-2.0]. Seen a monitoring matrix table indicate the status of permit number, expiry date and person responsible. On annual planned basis, the members from CDD-HQ conduct audit to verify the implementation of mechanism to track the changes in laws and regulation.</p> <p><u>Bukit Sagu 04</u> There is annual RSPO Internal Assessment by the CDD and latest audit was done on 14/06/2017. The assessment was conducted by Mr. Raja Muhd. Nazmi, Mr. Muhd Yusuf and Ms. Norfara which resulted with 19 major and 11 minor non-conformities. Seen the assessment covers requirements such as Fire Services (Fire Certificate) Regulations 2001, Occupational Safety and health Act 1994, Environmental Quality Act 1974, Factories and Machinery (Safety, Health and Welfare), Factories and Machinery (Noise Exposure) Regulations 1989, etc.</p> <p><u>Bukit Sagu 06</u> There is annual RSPO Internal Assessment by the CDD and latest audit was done on 16/08/2017. The assessment was conducted by Mr. Muhamad Shafiq resulted with 31 non-conformities and as at this audit period, 70% of the findings been addressed and others on-going for closure.</p> <p>Sampled payslip for contractors' workers under Impian Jaya and SSR Agriculture in Bukit Sagu 4 Estate were found inconsistent according to the format of Surat Perintah Kerja (SPK). The number of working days shown in the two payslip of each worker in a month was 26 days each and the name of the company printed in the payslip was not according to the explanation from the contractor.</p> <ul style="list-style-type: none"> a. Passport No.: AT538669 b. Passport No.: B1957333 c. Passport No.: A8364823 d. Passport No.: A7569446 <p>Thus, a minor non-conformance was raised.</p>	<p>Minor nonconformance</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
2.1.4 A system for tracking any changes in the law shall be implemented. - Minor compliance -	<p><u>Bukit Sagu POM</u> Seen there is a flowchart [Sistem Pengesanan Perubahan Undang – Undang] available for social, environment and economy related laws and regulations. The appointed QOHSEMR [Mr. Khairy] is the responsible person to coordinate with HQ and other sources for any changes in the requirements as well to update the internal members on the revisions.</p> <p><u>Bukit Sagu 04 and Bukit Sagu 06</u> The identification of changes is the responsibility of corporate department [CDD] in HQ whom shall notify in written to the estate representatives of the changes. It then the respective operating unit’s head to delegate the information among their team members. As for the issues concerning to environment and OHS, it is the responsibility of EHS unit [under the arm of regional office] to update and implement the changes. For the issues related to foreign workers, the Worker Management Unit will liase with respective sites. The HR team co-ordinates on wages concern issues with all operating units.</p>	Complied
<p>Criterion 2.2: The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.</p>		
2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -	<p><u>Bukit Sagu POM</u> Based on the Jadual Pematuhan – 004129, the license which valid until June 2018 is granted for mill operation at present location. The mill is in Bukit Sagu 02 [7.814 HA], the land title # HSD 17995.</p> <p><u>Bukit Sagu 04</u> The estate located 40Km away from Kuantan Town. Total title area is 3340.29 HA. The matured area is 1859 HA and immature of 1080HA. Verified all the land titles and found satisfactory as meeting the total hectarage and the purpose of the land use [for agriculture only].</p> <p>Total title: 15 [3340.29] HSD 17965 – 17969 = 1169.64 HA HSD 17980 – 17986 = 1529.39 HA HSD 17977 – 17979 = 641.26 HA</p> <p><u>Bukit Sagu 06</u> The estate located 52Km away from Kuantan Town and it is adjacent to state of Terengganu. The total title area is 1766.44 HA, matured area of 1497.84 HA, others of 244.18 HA and 24.40 HA for nursery. Verified all the land titles and found satisfactory as meeting the total hectarage and the purpose of the land use [for agriculture only]. Total title: 08 [1766.44].</p>	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance	
2.2.2	<p>Legal boundaries shall be clearly demarcated and visibly maintained.</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>During field visit found the boundary stones are visually maintained aside of maintaining trenches along neighbours as part of boundary marker. The estate also maintaining a list of censuses of the boundary parameters, the latest was done on various dates in July 2017. Sighted also the natural waterways and government reserved lands are protected by means of no spraying and manuring.</p> <p>As in Bukit Sagu 06, the estate is adjacent to Terengganu state. During field visit sighted the boundary been demarcated with trenches [8x6x4] and electric fencing at PR 16G [3736 meters] and PR 17 [3688 meters]. There is power station with equipt of energizer thunderbird, solar panel, lightning detector, underground cables and battery of 12V. Aside a Spring Gate installed at entrance to the Reserve Forest [Bukit Kuantan] for the use of Forestry department.</p>	Complied
2.2.3	<p>Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>Land ownership document clearly indicate that land could be used for palm plantation activities. There isn't any conflict on the condition of land use as per land title. The land is obtained from the state government through legal process and no FPIC is relevant.</p>	Complied
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>-Major compliance</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>No disputes, conflicts or a customary right as the land belongs to state government that leased to FGVP for 99 years. However, there are documented procedures available to manage the situation if needed</p> <ul style="list-style-type: none"> • Land disputes & customary rights - ML-1A/L2-PR 12 • Negotiation process - ML-1A/L2-PR 1 • Compensation calculation - ML-1A/L2-PR 13 	Complied
2.2.5	<p>For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>-Minor compliance</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>There are no disputes, conflicts or a customary right hence participatory mapping not required.</p>	Complied
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p>-Major compliance</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>During field visit and interview with internal/external stakeholders, it was found there was no conflict nor violence occurred within the estate. The presence of security force ensures a safe and harmonized environment at all time.</p>	Complied
<p>Criterion 2.3: Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.</p>			

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
2.3.1	Maps of an appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities). - Major compliance -	Complied
2.3.2	Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include: a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making; b) Evidence that the company has respected communities’ decisions to give or withhold their consent to the operation at the time that this decision was taken; c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company’s title, concession or lease on the land. - Minor compliance -	Complied
2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. -Minor compliance	Complied
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. -Major compliance	Complied
Principle 3: Commitment to long-term economic and financial viability		
Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.		

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
3.1.1 A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	<p>FGVPM has continued its commitment to long term sustainability and improvements through a capital expenditure programme. Sighted following:</p> <p>Mill: Bukit Sagu POM (Felda Palm Industries Sdn Bhd - Wilayah Jengka) 5 years Business Plan 2017 – 2021). Bukit Sagu Palm Oil Mill and supply bases have made progress towards achieving their performance production targets for the current financial year.</p> <p>Bukit Sagu 4: <i>Anggaran Perbelanjaan Budget 2018-2020.</i></p> <p>Bukit Sagu 6: <i>Anggaran Perbelanjaan Budget 2018-2020.</i></p>	Complied
3.1.2 An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance -	<p><u>Bukit Sagu 4</u> Sighted 6 years program 2017-2022 & previous 5 years replanting programs 2016-2020 & previous Program 2013-2017.</p> <p>Done in March 2016 total replanted 516.78ha (previous: perimeter 549.90 ha, planted 489.05 ha; harvest 489.05 ha). Block PM90C & PM90H = PR16T</p> <p>Total ha 3349.29 ha; Planted ha 2939.88 ha.</p> <p><u>Bukit Sagu 6</u> Sighted 6 years program 2018-2023 no replanting. Currently still on-going total area=358.04 ha for PR17H replanted from 20/4/2017.</p>	Complied

Principle 4: Use of appropriate best practices by growers and millers

Criterion 4.1:

Operating procedures are appropriately documented, consistently implemented and monitored.

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.1</p> <p>Standard Operating Procedures (SOPs) for estates and mills are documented - Major compliance -</p>	<p>Bukit Sagu POM and estates operates in accordance with the FGVPM management systems and standard operating procedures. i.e:</p> <p>Mill - 3-tier Documentation System:</p> <p>i) Tier 1: QOHSEMS Management Manual; Doc. no.: FPI/L1/QOHSE-1.0; Rev. 1.0; Date: 18/11/2016</p> <p>ii) Tier 2: QOHSEMS Procedure; Doc. no.: FPI/L2/QOHSE-1.0 – FPI/L2/QOHSE-25.0; Rev. 14; Date: 31/5/2017</p> <p>iii) Tier 3: QOHSEMS Specific Work Instruction; FPI/L3/1-01 - FPI/L3/16-01; Rev. 24; Date: 31/5/2017; i.e. Palm Oil Mill Operation Manual and amendments covering every station from the security gate for reception of FFB until the delivery of processed oil and POME management.</p> <p>Estates: Manual Ladang Sawit Lestari; Doc. no.: MLSL (Ed.2); Date: 1/6/2012 & Manual Lestari 1A; Doc. no.: ML-1A/L4-AP3(0); Date: 30/3/2012 & Manual Pengurusan Tenaga Kerja Ladang; Manual Operasi Ladang Sawit Lestari (SOP for Mill ISCC Certification System); Doc. no.: FASSB-ISCC; Rev. 0; Date: 30/12/2011 by FELDA Agricultural Services Sdn Bhd (FASSB) on 01/06/2012.</p> <p>Manual Lestari & Prosedur Pengurusan; FGV/ML-1A/L2 Pr 1 – Pr15; Rev. 0; Date: 1/6/2016</p>	<p>Complied</p>
<p>4.1.2</p> <p>A mechanism to check consistent implementation of procedures shall be in place. - Minor compliance -</p>	<p>The practices consistently monitored by mill and plantation advisors and recommendations for improvements are given to maintain the sustainable practices. Mill advisor, agriculture officers and Operation Manager visits the operating units to ensure implementation of procedures are consistent.</p> <p><u>Bukit Sagu Mill</u></p> <p>Mill Advisor latest visit: 26-27/4/2015; Report no.: (36)2017/Scheduled; Performance grade: B (Period Oct 2016 – Mar 2017)</p> <p><u>Bukit Sagu 4</u></p> <p>Agronomist visit date: 7/3/2017; as per Laporan Agronomi FGVP(M) Bukit Sagu 4 by Ahmad Ramadhan Mohd. Nasir & Mohammad Rizal Abdul Rahman from Agronomic Advisory Department FASSB. Overall agronomi grade = C+.</p> <p><u>Bukit Sagu 6</u></p> <p>Task Force visit date: 18/5/2017; as per GP Task Force 2017 Bukit Sagu 6 by Haji Rusdi Ismail, Haji Zainal Shariff & Haji Haslan Abd Kadir.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
4.1.3 Records of monitoring and any actions taken shall be maintained and available, as appropriate. - Minor compliance -	<p>Mill: Sampled environmental Monitoring plan was established based on DOE license compliance schedule which include scheduled waste storage and disposal record, POME final discharge BOD and boiler stack sampling</p> <p>Among the mill environmental monitoring records available are sighted as following:</p> <ul style="list-style-type: none"> • Final discharge analysis report done by Makmal Analisa Bukit Goh, Felda Plantation Industries Sdn. Bhd. for composite final discharge sample certificate of analysis no.: 1642/2017, lab sample no. 6(M1/2017) dated 9/6/2017 for sample taken on 2/6/2017 sighted available. Analysis was done against Acceptable Conditions for Discharge of Industrial or Mixed Effluent of Standards A and B. Parameters analysed were pH, BOD, TSS, AN, O&G and TN. Report shown results for all parameters including BOD was in compliance against the standard tested. • Boiler stack sampling records: Stack Emission Monitoring Report 1st Half 2017 for Boiler No. 1 & No. 2 on 25/4/2017 by Triple A EHS Solution. Result shown the stack emissions are within limit at 0.156 g/Nm³ (Stack # 1) & 0.159 g/Nm³ (Stack # 2) corrected to 12% CO₂ • <i>Laporan perosak & penyakit 2017</i> 	Complied
4.1.4 The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	<p>Purchasing of third-party sourced FFB implemented as per established Procedure: Purchasing of FFB; Doc. no.: FGV/FGVPM/II/QOHSE/15/012.1; Rev. 2; Date: 31/5/2017. Sighted sample of purchases for the following third-party supplier:</p> <ol style="list-style-type: none"> a) Felda Bukit Goh; Supplier ID: 4067 b) Ladang Cerul 03; Supplier ID: 5626 c) Tai Ichi Enterprise Sdn Bhd; Supplier ID: 7822 d) Sri Kerduau Commodities Sdn Bhd; Supplier ID: 7888 e) Far East Holdings Sdn Bhd; Supplier ID: 8698 f) Sediabudi Sdn Bhd; Supplier ID: 8810 g) Ekstrapalma Planations Sdn Bhd; Supplier ID: 8566 h) Kim Ma Oil Palm; Supplier ID: 8668 <p>Felda Bukit Kuantan; Supplier ID: 9086</p>	Complied
<p>Criterion 4.2: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>		

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
4.2.1 There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible. - Minor compliance -	Good agricultural practice (GAP) for minimization of soil erosion and maintenance of soil fertility is maintained via the frond stacking and fertilizer application as per the recommendation by the Agronomist from FELDA Agricultural Services Sdn. Bhd. These had been verified through the records for fertilizer application and observation during field visit as per sample: Program Pembajaan 2017 Bukit Sagu 4: - PM99I Block 38; Area: 53.73 ha; Palm: 119; Round 1: NK Mixture 10.5/30 (AS) 2.5kg/palm - PM08L Block 1; Area: 45.47 ha; Palm: 130; Round 1: FELDA 10 (Compound) 2.5kg/palm Bukit Sagu 6 Syor Pembajaan – 200/629/2-1-63: - PM10D Block P4; Area: 260.74ha; Palm: 123; Jan: NK Mixture 10.5/30 (AS) 2.25kg/palm - PM10D Block P4; Area: 260.74ha; Palm: 123; Feb: Felda 11 NPK Mag Granular 6.8/8/13/5+0.5B 2.5kg/palm	Complied
4.2.2 Records of fertiliser inputs shall be maintained. - Minor compliance -	Records of fertilizer inputs was maintained as per sighted i.e. <i>Program & pelaksanaan pembajaan 2014 (kawasan berhasil – matang)</i> & Movement of Stocks (Yearly) Until August 2017 & <i>Buku Rekod Kerja Penaburan Baja</i> sighted available at both Bukit Sagu 4 and Bukit Sagu 6 estates.	Complied
4.2.3 There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. - Minor compliance -	Based on evidence sighted i.e. <i>Cerakinan Tanah dan Daun</i> ; File ref.: FGVPM/700/330/1-1-28. Latest soil and leaf sampling done on 19/3/2017; Fertilizer Recommendations Data 2-Soil; Lab Code: FRS20180213; Report date: 20/3/2013 & Fertilizer Recommendations Data 1-Foliar; Lab Code: FRF20180296; Report date: 19/3/2013 for sampling date 9-13/3/2017	Complied
4.2.4 A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. - Minor compliance -	All palm by-products including fronds, EFB, and expeller are recycled. EFB is applied at the rate of 40mt/ha on selected area close to the mill. Application of EFB in field contract extension (Surat Sambung Masa – SSM) for “Mengangkut Tandan Kosong Dari Kilang Ke Ladang in Field PM12H, PR14I, PR15J & PR16K; SSM # 05/2017; Dated: 13/3/2017.	Complied
Criterion 4.3: Practices minimise and control erosion and degradation of soils.		
4.3.1 Maps of any fragile soils shall be available. - Major compliance -	Maps sighted available as following: <i>Peta Siri Tanah Ladang Bukit Sagu 4; FASSB; Date: 4/6/2008</i> <i>Peta Siri Tanah Ladang Felda Bukit Sagu 6; FASSB; Date: 29/6/2008</i> Based on the soil series maps, There are no peat soils or soil categorised as problematic or fragile soil at both estates.	Complied
4.3.2 A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific). - Minor compliance -	Documented management strategy for plantings on slopes sighted available i.e. <i>Rekod kerja: Tanam kacang penutup bumi di ladang; PR16T May 2016</i> . Visit to estate field confirmed that the strategy has been implemented accordingly.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
4.3.3 A road maintenance programme shall be in place. - Minor compliance -	Documented road maintenance programs sighted in place as per sample: <i>Rekod Harian Senggaraan Jalan Pertanian August 2017. Rekod kemajuan kerja am.</i> Visit to estate field confirmed that the program has been implemented accordingly.	Complied
4.3.4 Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Minor compliance -	Based on soil series maps sighted available i.e.: <i>Peta Siri Tanah Ladang Bukit Sagu 4; FASSB; Date: 4/6/2008</i> <i>Peta Siri Tanah Ladang Felda Bukit Sagu 6; FASSB; Date: 29/6/2008</i> There are no peat soils or soil categorised as problematic or fragile soil at all estates.	Complied
4.3.5 Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance -	There are no peat soils or soil categorised as problematic or fragile soil at all estates.	Complied
4.3.6 A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance -	There are no peat soils or soil categorised as problematic or fragile soil at all estates.	Complied
Criterion 4.4: Practices maintain the quality and availability of surface and ground water.		
4.4.1 An implemented water management plan shall be in place. - Minor compliance -	Mill: Water Management Plan 2017; Updated August 2017 Bukit Sagu 4 & 6: Pelan Pengurusan Air Tahun 2017 updated as of 15/6/2017 sighted available. The plan consists of the management of quality and availability of water which inclusive of identifying source of water used, efficiency of water usage, identifying of renewable water source and impact to water catchment area and stakeholders. Implementation has been evidence with availability of records on the monitoring of water usage, monitoring of rainfall and water shortage contingency plan. Total rainfall Jan – Aug 2017 = 2000mm. rainfall 2016 = 2393.5mm.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.2 Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated. - Major compliance -</p>	<p>Protection implemented as per <i>Prosedur Pengenalpastian Kawasan Cerun Dan Rizab Sungai</i>; FGV/ML-1A/L2-Pr8; Rev. 0; Issue 1; Eff. Date: 1/6/2016. Based on <i>Polisi Perlindungan Tanah Curam dan Rezab Sungai</i> dated 1/6/2014. Established river buffer zones as per Irrigation Areas Act 1953 (Act 386) (rev. 1989) guideline:</p> <ul style="list-style-type: none"> i) River width > 40m; river buffer = 50m ii) River width 20 - 40m; river buffer = 40m iii) River width 10 -20m; river buffer = 20m iv) River width 5 - 10m; river buffer = 10m v) River width < 5m; river buffer = 5m <p>Buffer zones had been maintained on both sides of rivers/streams in the estates as verified during on-site field inspection. Signboards were erected at strategic location of buffer zones while trees were painted with blue and white stripe along river buffer. There was no evidence of spraying around palms marked as boundary for the buffer zones.</p> <p>There was also no construction of bunds/ weirs/dams across the main rivers or waterways passing through Bukit Sagu 4 and Bukit Sagu 6 estates. Monitorings of river water quality also conducted as per following sample: <i>Keputusan Analisis Air RSPO dan Inbois. Kod Makmal</i> (Batch #): 451/2016W; Test Certificate # 473/2016; Received date: 26/10/2016; Issue date: 9/11/2016; pH, temperature, BOD, COD, TSS & AN.</p>	<p>Complied</p>
<p>4.4.3 Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6). - Minor compliance -</p>	<p>Appropriate POME treatment were implemented. Sighted the final discharge analysis report done by Makmal Analisa Bukit Goh, Felda Plantation Industries Sdn. Bhd. for composite final discharge sample certificate of analysis no.: 1642/2017, lab sample no. 6(M1/2017) dated 9/6/2017 for sample taken on 2/6/2017 sighted available. Analysis was done against Acceptable Conditions for Discharge of Industrial or Mixed Effluent of Standards A and B. Parameters analysed were pH, BOD, TSS, AN, O&G and TN. Report shown results for all parameters including BOD was in compliance against the standard tested.</p>	<p>Complied</p>
<p>4.4.4 Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance -</p>	<p>Bukit Sagu POM monitored its water consumption on monthly basis for the source of water supply for its mill process usage. Average water consumed for the period from Jan to December 2016 was 1.28m³/mt FFB processed. Current water usage todate for the period from Jan to Aug 2017 was 1.26m³/mt FFB processed.</p>	<p>Complied</p>
<p>Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>		
<p>4.5.1 Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -</p>	<p>IPM plan monitoring was implemented as per <i>Arahan Penguatkuasaan Penanaman Tumbuhan Berfaedah Untuk Kawalan Jangka Panjang Ulat Pemakan Daun</i>; Ref.: (019) FGVPM/Zon1/3-1-1; Date: 21/8/2017; Sighted also the sample Monitoring as per <i>Laporan perosak & penyakit 2017</i> for month of July 2017 for both Bukit Sagu 4 and Bukit Sagu 6 estates.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
4.5.2 Training of those involved in IPM implementation shall be demonstrated. - Minor compliance -	Training of those involved in IPM implementation were demonstrated as per sighted records of <i>Program Latihan P&D Wilayah Kuantan</i> ; Date: 27-28/10/2016; Location: <i>Dewan Ladang Bukit Sagu 4</i> . Title: <ul style="list-style-type: none"> - <i>Pengurusan Kawalan Ulat Pemakan Daun (UPD)</i> - <i>Pengurusan Kawalan Rosak Pangkal Batang (RPB) disebabkan Ganoderma boninense</i> - <i>Pengurusan Kawalan Kumbang Badak</i> - <i>Pengurusan Kawalan Tikus</i> Training were conducted by the research center personnel from Felda Agricultural Services (FAS) and attended by all upkeep workers, staff and executives from both Bukit Sagu 4 and Bukit Sagu 6 estates.	Complied
Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment		
4.6.1 Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. - Major compliance -	<u>Bukit Sagu 04</u> There is a procedure on safe handling during pesticide operation – FGVP/L3/PK-04. There is also the list of – Appendix 4 as required by DOSH “Chemical Hazardous to Health”. There are 12 types of chemicals registered. There are an additional procedures for handling Class 1a chemicals [FGVPM/L3/PK-19a] and Class 1b chemicals [FGVPM/L3/PK-19b]. <u>Bukit Sagu 06</u> Field visit verified and interviewed sprayers on chemical usage and its linkage with HIRADC and sufficient trainings being provided. Estate maintains the Standard operation procedure for justification of agrichemicals used. Verified the chemical purchase order – PLR03617050018 dated 17/05/17 for Garlon 250 [for weeds] and Supresate 41 [for circle spray].	Complied
4.6.2 Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. - Major compliance -	<u>Bukit Sagu 06</u> List of chemicals sighted in the chemical register. Sampled records of chemical used, a.i used per hectare, area sprayed, labour cost, material cost. Sample have been taken for Jan – Aug’17 for Supresate (glyphosate isopropylamine] a.i 41% for 1497.84 HA, circle spray [3 times], total a.i 4502.78, a.i/ha 5.039, FFB produced was 5297.23 MT and a.i/MT was 0.85.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.3</p> <p>Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines.</p> <p>- Major compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>All pesticides used in the estates operations have been minimized as a part of the plan for continuous improvement. Procedure for Integrated Pest Management has justified that any used of pesticides shall be reduced.</p> <p>Justification of all pesticide usage is evident during the audit. The both estates do monitor the usage of pesticides (a.i/hectare) in the daily operation as evident in Summary of Herbicide Use (a.i). Part from the improvement plan, all he is spraying equipments being calibrated daily to ensure efficiency of chemical usage.</p> <p>For herbicides, estates are currently practising only circle and spot sprays as part to minimize the usage quantity and reduce the risk. Also seen the evidences as plan to reduce class 1A chemical by planting beneficial plants such Tunera Subulata and Mucuna.</p> <p>Empty containers are collected, washed & sent to disposal to 3rdparty collector (refer indicator 5.3.2). Pesticides are stored in well-constructed, safe & ventilated store. Fire extinguisher & First aid boxes are placed in store. Emergency washing facility is provided. Chemicals are stored according to their hazard class. There are sufficient warning signs.</p>	<p>Complied</p>
<p>4.6.4</p> <p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u></p> <p>With regards to Class 1, Paraquat [s extracted from Chemical Register Form JKPP HIE 127/171-2(85) 2711 dated on 14/02/2014], the company has a plan to reduce and the past usage track records. Generally, Paraquat s only meant for replanting stage and this was evidenced from the interview with store personal and issuance record.</p> <p>The use of Paraquat usage will be replaced with other less hazardous pesticides and such usage has been justified accordingly. Class 1a pesticides, enforce (Metamorphose) used in specific situation where bagworm attacks exceed than a level. Usage of this pesticide will be under control from local Agricultural Department.</p> <p>Group Agriculture Group (GAP) under section Pest & Disease also recognized the usage of trunk injection if the attacks exceed than 5% level. Chemical applications are carried out by only qualified persons and field workers are trained on the Health & Safety. Interview with the workers confirmed that the training on spraying technique is provided.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7). - Major compliance -</p>	<p><u>Bukit Sagu 06</u> As per conversation with estate manager during the audit, the chemical only been carried out by the trained persons. Puan Suzana have been assigned to issues the chemical and the respective Mandore carried out the premixing. Sighted training (refer indicator 4.8.2) has been provided for Puan Suzana with attendance of 3 other sprayers trained by the assistant manager.</p> <p><u>Bukit Sagu 06</u> Sighted during the audit the estate have equipt all the workers with proper personal protective equipment as per mention in the risk assessment and CHRA. There is also evidence SDS are available at the chemical store and a copy carried out by respective Mandore. PPE issuance records sighted for all the chemical sprayer and during the site visit the PPE is in good condition. Sample issuance records for rubber glove and apron as at 17/07/2017.</p>	<p>Complied</p>
<p>4.6.6 Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3). - Major compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u> Empty containers are collected, washed & sent to disposal to 3rdparty collector (refer indicator 5.3.2). Site inspection to the storage facilities evidence that all pesticides are stored in appropriate manners. All pesticides are labelled with original labels and powders are stored above liquids. The storage facilities are made of concrete and have a sound roof to prevent exposure from rain and heat. Emergency washing facility is provided. Chemicals are stored according to their hazard class. There are sufficient warning signs.</p>	<p>Complied</p>
<p>4.6.7 Application of pesticides shall be by proven methods that minimise risk and impacts. - Minor compliance -</p>	<p><u>Bukit Sagu 04</u> According to the asst. manager, the spraying normally commences 1 or 2 days after harvesting and to be completed 2 days before the next harvesting. As general practice, a marker will be placed at the 1st palm of the row to indicates the spraying has started.</p> <p><u>Bukit Sagu 06</u> During muster call, the respective field mandor to ensure spraying equipments are checked and correctly calibrated before proceeding to the field. Since the pest outbreaks rather very small, therefore the estate management includes the IPM techniques into on job trainings that conducted for field workers.</p>	<p>Complied</p>
<p>4.6.8 Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 06</u> No aerial application</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.9 Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated, including provision of appropriate information materials (see Criterion 4.8). - Minor compliance -</p>	<p><u>Bukit Sagu 04</u> No smallholders associated to the estate. Verified the annual training plan consisting of 18 programs that cover OHS, social and environment. The matrix also identifies the frequency of training, needed group / individual and the timeline of actual date against planned. The training calendar includes of both internally and externally organised programs.</p> <p><u>Bukit Sagu 06</u> No smallholders associated to the estate. During field interview, the foreign workers admits that trainings were provided in language they understand [mother tongue], and those working more than a year seen with good spoken local language. Sampled training records for spray pump calibration and spraying technique training – 21/02/2017 by Dow AgroScience attended by 23 staff.</p>	<p>Complied</p>
<p>4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3). - Minor compliance -</p>	<p><u>Bukit Sagu POM:</u> 3R items such as plastic bottles and used tyre were found scattered around at the housing compound near to the field. Besides, evidence of opening burning of rubbish was sighted during site visit to the housing area. Thus, a minor non-conformance was raised.</p>	<p>Minor nonconformance</p>
<p>4.6.11 Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated. - Major compliance -</p>	<p><u>Bukit Sagu 04</u> Annual medical surveillance was conducted on 23/09 and 30/08 2017 [Report ref: IFZ Medical Supplies]. All the 14 sprayers were tested. None of the workers were unfit to work. Workers exposed to pesticide were tested into biological monitoring and found their level of serum cholinesterase outcome were normal.</p> <p><u>Bukit Sagu 06</u> There are 21 sprayers listed in the master list and only 8 were sent to panel clinic for medical examination. However, there is documented evidences available to proof who are the workers, when they were sent and the acknowledgement from the panel doctor that they have received the workers. The estate is maintaining a examination schedule for the remaining workers.</p>	<p>Complied</p>
<p>4.6.12 No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -</p>	<p><u>Bukit Sagu 04 and Bukit Sagu 04</u> No female workers employed for spraying and it was verified during field visit. Aside, the daily check-roll was verified and found no traces of female workers for spraying or manuring activities. Signages on restricting pregnant or breast-feeding women are clear at chemical and premix areas.</p>	<p>Complied</p>
<p>Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>		

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.1</p> <p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored. - Major compliance -</p>	<p><u>Bukit Sagu POM</u> The mill has 2 types of policies in regard to OSH, that being displayed at main office:</p> <ul style="list-style-type: none"> • From CEO FGVPM dated 15/10/2016 • From CEO FPISB dated 01/02/2017 <p>There is a HSE program established on 17/01/2017, approved by the mill manager consisting of 5 activities. Seen the program associated with annual training programme that consisted of PPE awareness, basic safety briefing, emergency evacuation and awareness on occupational health.</p> <p>During mill visit, the programs were cross verified through interview with mill workers and found satisfactory comments as workers understand the importance of OHS.</p> <p><u>Bukit Sagu 06</u> There is OHS Policy available in Bahasa Malaysia and English approved by the CEO Mr. Suhaidi Hamzah revised on 01/02/2017. The policy outlines the company's commitment to provide workers with adequate knowledge, training, and experience to ensure continuous improvements in OSH management and performance. There is OHS plan established that includes of 7 programs, such as annual medical surveillance, fire evacuation, 1st aid training, PPE awareness and others.</p>	<p>Complied</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.2</p> <p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers. - Major compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> In total, there are 26 procedures developed for OHS and sighted a procedure for HIRARC – FPI/L2/QOHSE 1.0 dated 15/09/2014. The mill last reviewed the HIRARC [FPI/L4/QOHSE-1.4 Pind 1] on various dates in Jan and Apr 2017. The significant aspects reviewed and registered in [FPI/L4/QOHSE-1.6 Pind 1]. The mill has conducted hazard identification, risk analysis and risk control measure taken for high risk activities. Record shows there was no accident occurred in mill since Apr 2014. HIRARC is consist of hazard identification (type of work activity, hazard & effect) Risk analysis (Existing risk control, likelihood, severity & risk) & Risk Control (Recommended control measures & PIC). During mill visit, HIRARC sampled for reception station, POME, schedule waste store, boiler station and workshop. Based on the record, there are 9 processes identified with high risk and very significant. Among the high-risk areas are the engine room, mechanical workshop, biogas and confined area. <p><u>Bukit Sagu 06</u></p> <ul style="list-style-type: none"> Sighted a SOP-RSPO 2012 (Kriteria 4.7) titled "Laporan Hirarc" dated 21/08/2017 as guide of minimum standard in developing occupational hazard and risk associated. The management also properly warded controls to ensure assigned personals responsible to understand the operation control and method to mitigate the risks. Aside there are several SOPs available such as for chemical safety management and PPE that address how the worker to react in respond to potential occupational safety and health risks. <p><u>OFI # 3</u> The electric fencing and quarry site to be include in the HIRADC as it has direct impact to the workers and stakeholders.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3</p> <p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> • There are “Prosedur Kerja Selamat” for every operation at mill. • The workers being trained annually or as and when required based on this procedure. There is a PPE issuance list maintained, such as for hand glove [short and long], ear plug and safety shoe. The form which refers to appropriate PPE usage for respective operation “Lampiran 1 -FPI/PK-037” seen effectively done. Sampled the issuance of safety shoe [being replace on 6 monthly basis], ear plug and face mask. • There are 80 workers in the mill [1 female and 79 males]. Sighted training in relation to OHS plan effectively and executed when appropriate. • Sighted training records for workers in loading ram [July 2017], laboratory workers [June 2017] and annual safety awareness for all employees at complex level [May 2017]. • In 2016-17, all mill workers been trained on emergency evacuation drill [01/08/2017], emergency respond preparedness and first aid [22/07/2017]. • Appropriate signages concerning to safety seen well established and communicated among workers. <p><u>Bukit Sagu 04</u></p> <p>There is a training program available for 2017 with evidence of training records in regard to safe working practice. PPE distribution sighted in “Rekod Penyerahan Alatan PPE”. There is an assessment conducted whether adequate and appropriate protective equipment available at the place of work to cover all potentially hazardous operations, such as person exposed to pesticide application.</p> <p>Record of PPE issuance against latest PPE inventory list found satisfactory. The store in-charger to consistently update the stock level in the PPE inventory list as to ensure require PPE available to all workers at the place of work when needed.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.4</p> <p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded. - Major compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> The mill manager [Mr. Saufee Ibrahim] is the chairman of OHS committee. Verified the OSH committee chart [FPI/L2/QOHSE-4.0] with names indicated for their roles. The roles and responsibilities of the OHS committee seen acknowledged by each and every member, sampled for Mr. Masnawi Bin Abd. Jabar dated on 05/04/2015 During mill visit, interview workers from boiler room, workshop and biogas plant who have understanding on the role of OHS committee and their roles during emergency. Safety and health committee has been conducted every 3 months. Last meeting was on 03/07/2017 that was attended by 15 representatives from management and workers. There was no occupational accidents nor injuries reported for the 2nd quarter period. <p><u>Bukit Sagu 04</u></p> <ul style="list-style-type: none"> Safety committee was formed with combination of employer and employee. Example, Mr. Irawan [Indonesian] and Mr. Rippon [Bangladesh] The frequency of OHS meeting is in every 3 months and the recent meeting was on 06/04/2017 attended by 11 members. The meeting reviewed the previous minutes and addressed the actions taken. Good discussion forum noted in the minutes. <p><u>Bukit Sagu 06</u></p> <ul style="list-style-type: none"> The last safety meeting was conducted on 15/06/2017. Attended by 18 members that inclusive representative from workers group. Seen the agenda of the meeting effectively covers on safety precautions before starts work, PPE awareness and usage, precaution during spraying activities, transportation to and from worksite and social issues such as grievance mechanism. 	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.5</p> <p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> • Sampled competence person for "Basic First Aid, CPR & AED" – Mohd. Khairul Farid [840816065301] expires on 27/08/2017. • Emergency Response Procedure FPI/L2/QOHSE-14.0 (ERP) is available and trainings for ERP is conducted periodically against the procedures. • During mill visit, verified the 1st aid kit boxes at boiler room and steriliser station, found the items listed and physical counting matched. Sighted the "Lampiran FPI-PK-035.1] and site map for identifying of the 1st aid kits that available in mill. • Aside of the quarterly OHS meeting, the mill also developed a noticed board at entrance to the processing area on real time lost time injuries. <p><u>Bukit Sagu 04</u></p> <ul style="list-style-type: none"> • The ERP procedure in Malay version translated to foreign workers by their respective leaders whom can well converse in Bahasa. During visit to chemical / pesticide store, found the environment well managed. • Seen the chemical and physical substances and their control appear with no risk to safety and health. Proper signages of warning available to avoid unintended entry. • There was a 1st aid training session conducted by competence person and sighted the attendance record. During field interview, evidence noted that 1st aid box being always carried by the Mandor and emergency calls possible through mobile phones. 	<p>Complied</p>
<p>4.7.6</p> <p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance -</p>	<p><u>Bukit Sagu POM</u></p> <ul style="list-style-type: none"> • The mill has 80 workers whom are all Malaysians covered under PERKESO schemes. During mill visit, seen no presence of foreign workers. • Since 2017 till to audit date, there were 2 medical claims [eTiQa] made by workers that able to be linked with lost time injury [20 days of MC for Mohamad Ridhwan and 22 days MC for Muhammad Hazim]. • Annual medical surveillance and audiometric test done for those workers who works at high noise area. Sighted record dated on 20/01/2017. <p><u>Bukit Sagu 04</u></p> <p>Local workers and staff are protected under PERKESO and foreign workers are insured either by FGVPM or by the contractors. There are 125 foreign workers [2 Nepalese, Indonesia – 59 and 41 Bangladesh]. All the workers are insured thru SPPA, sampled for Indonesian whom covered through Mitra-TKI. Emergency case will be referring to government clinic which within this estate premises</p>	<p>Complied</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics - Minor compliance -</p>	<p><u>Bukit Sagu POM</u> Mill has sent JKKP 8 (I & II)/(IV) on 06/01/2017 to the DOSH. There was no accident recorded for the period Jan-Dec 2016, therefore JKKP 06 not applicable. The provision of training on SOP and job safety analysis well reflected in area where auditor visited.</p> <p><u>Bukit Sagu 04</u> Sighted the JKKP 8(i)/(iv) for "Daftar Kemalangan, Kejadian Berbahaya, Keracunan Pekerjaan dan Penyakit Pekerjaan" for 2016, that proof there was lost time injuries [20.25 hours] happens and these been communicated to department of safety and health [DOSH] accordingly. As for the current running year [2017], there was no occupational related injuries reported from Jan-Aug.</p>	<p>Complied</p>
<p>Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.</p>		
<p>4.8.1 A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme. - Major compliance -</p>	<p><u>Bukit Sagu POM</u> Verified the internal training plan for 2016 and 2017. Out of 16 planned in 2016, only 3 were carried forward to 2017 that totalling to 14. As at end Aug 2017, 7 trainings were conducted. There is also an external training plan that catered for above Senior Operator level.</p> <p><u>OFI # 2</u> The management to identify a process on how a regular assessments of training needs being established and how it relates to the annual training plan.</p> <p><u>Bukit Sagu 04</u> Verified the annual training plan consisting of 18 programs that cover OHS, social and environment. The matrix also identifies the frequency of training, needed group / individual and the timeline of actual date against planned. The training calendar includes of both internally and externally organised programs.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.8.2 Records of training for each employee shall be maintained. - Minor compliance -</p>	<p><u>Bukit Sagu POM</u> Sampled training record for workers at boiler on PPE awareness dated on 23/08/17 conducted by Charge man Mr. Rozmi.</p> <p>Minor NC Sampled various training records such as PPE awareness, evacuation drill, awareness on SOP etc. However, based on the interviewed with Mohd. Khairul Farid whom in-charge for schedule waste management, revealed there was no training provided to him since 2016. The mill management also to consider the mechanism on how to ensure all the workers been provided training in regard to their nature of job. Sampled training record for emergency evacuation dated on 22/07/17 done by assistant mill managers only attended by 42 workers out of 80 and there is no plan established to ensure the other workers will be provided the training as well.</p> <p><u>Bukit Sagu 04</u> sampled the training records as below:</p> <ul style="list-style-type: none"> • 12/08/17 – training for safe vehicle operation attended by 13 workers • RSPO awareness training for staff – 10-11/04/17 attended by 16 staff • 1st aid training – 12/08/17 conducted by competent person, Mr. Zulkeplie. • Training for harvesters – 19/08/17 attended by 14 workers • Training for prayers – 10/08/17 conducted by field supervisor and attended by 18 workers. 	<p>Minor nonconformance</p>
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>		
<p>Criterion 5.1: Aspects of plantation and mill management, including replanting, 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 continual improvement.</p>		
<p>5.1.1 An environmental impact assessment (EIA) shall be documented. - Major compliance -</p>	<p><u>Bukit Sagu POM</u> Verified the EIA [FPI/L4/QOHSE-1.7 Pind. 0] last was updated on 07/03/2017. Every operational section in the mill seen effectively covered in the EIA, sampled schedule waste store, chemical store, effluent pond, boiler room etc.</p> <p><u>Bukit Sagu 04</u> Verified the EIA register "5.1/5.6" last was prepared by Pn. Afidah and reviewed by Kamal Bashah on 03/01/2017. Among the activities that were sampled are spraying [high significant for spillage], handling of pesticide containers [high significant during pre-mixing], domestic disposal area [significant on open burning] and new construction of building / refurbishing [significant on land slide, used construction materials].</p>	<p>Complied</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.2</p> <p>Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance -</p>	<p>The mitigation plan is found not effective due to the below:</p> <ul style="list-style-type: none"> a. The person responsible for the mitigation is not provided (mill specific). b. The mitigation plans are not monitored for its effectiveness. c. There is no review on the mitigation plan by management if the mitigation <p>is effective to eliminate the impacts and if the impacts are not eliminated, what are the actions will be taken.</p> <ul style="list-style-type: none"> d. Example: the mitigation method for water usage for washing at processing area is water saving. It is unsure what method of water saving was implemented to mitigate the impact of water usage. e. The implementation timeline of the impacts are not provided. f. In general the mitigation method is to follow SOP. However, it is not properly justified which SOP to follow and how by following the SOP will mitigate the impacts (mill in specific). <p><u>Bukit Sagu POM</u> Due to no changes identified in the mill operation since 2015, therefore no timetable for changes was required. During mill visit, the EIA was used as guide and no discrepancy found. Negative impacts were identified and appropriate mitigation measures addressed. Based on the EIA, there are several significant aspects registered, however there is no environmental management plan in place to monitor the performance of identified environmental aspects as per required by documented procedure RSPO 2010(Kriteria 5.1/5.3/5.6] page 4.</p> <p><u>Bukit Sagu 04</u> There are several significant aspects identified in the EIA, however there is no environmental management plan in place to monitor the performance of identified environmental aspects as per required by documented procedure RSPO 2010(Kriteria 5.1/5.3/5.6] page 4.</p>	<p>Minor nonconformance</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance	
5.1.3	<p>This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.</p> <p>- Minor compliance -</p>	<p>The mitigation method is being reviewed every year. However there is no evidence found for monitoring the mitigation actions and adaptive changes to ensure effectiveness of the mitigation measures.</p> <p><u>Bukit Sagu POM and Bukit Sagu 04</u> Since there is an absence of environmental management plan, therefore monitoring system for implementing changes in operation not documented nor reviewed at planned interval.</p>	<p>Minor nonconformance</p>
<p>Criterion 5.2: The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>			
5.2.1	<p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).</p> <p>- Major compliance -</p>	<p><u>Bukit Sagu 04</u> This estate with total land area of 3349.29 HA comprising of 8 blocks planted with only oil palm. The estate is border to other FGV/Felda owned lands, Pahang Cement and Reserve Forest of Bukit Kuantan.</p> <p>Sighted an assessment report by Certification & Due Diligence [Mr. Yaslam Mohammad Salleh] on 16/12/2016. There is no smallholders and villages adjacent to the estate's boundary. The report's mentioned the methodology applied as well the extend of coverage that includes the presence of protected areas, the conservation status (e.g. IUCN status), legal protection, population status and habitat requirements of rare, threatened, or endangered (RTE) species that could be significantly affected by the grower or miller.</p> <p>The assessment not found any HCV habitats, such as rare and threatened ecosystems. Meanwhile the company is monitoring their riparian from illegal encroachment, no fire, no hunting or bird trapping. To date the riparian are intact.</p> <p><u>Bukit Sagu 06</u> This estate with land title area of 1744.64 HA with only planted with oil palm. The estate is border to Reserve Forest [Bukit Kuantan - Chereh], Setia Timur Estate and FGVM Bukit Sagu 07. Pahang Cement quarries is within the estate land.</p> <p>Sighted an assessment report by Certification & Due Diligence [Mr. Yaslam Mohammad Salleh] on 14/12/2016. There is no smallholders and villages adjacent to the estate's boundary.</p>	<p>Complied</p>
5.2.2	<p>Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p><u>Bukit Sagu 04 & 06</u> Based on the assessment report and field verification, there is no HCVs and/or RTEs present. During field visit, the audit team witness signages on how the management control any illegal or inappropriate hunting, fishing or collecting activities to the Reserve Forest of Bukit Kuantan.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
5.2.3 There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species. - Minor compliance -	<u>Bukit Sagu 04 & 06</u> Sighted the "Roll Call" booklet, a briefing on HCV, protection of reserve Forest and protection of water course was done on 22-24/04/2017. During internal stakeholder meeting, the interview revealed the workers sampled were been briefed on RTE species. FGV enforcing strict disciplinary measures against all its employees including to refer to the authority in case of any rules break.	Complied
5.2.4 Where a management plan has been created there shall be ongoing monitoring: • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. - Minor compliance -	<u>Bukit Sagu 04 & 06</u> There is no census program developed in particular; however, the estate manager does rely on feedbacks and informations from internal and external stakeholders to determine if any presence of any RTE.	Minor nonconformance
5.2.5 Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights. - Minor compliance -	<u>Bukit Sagu 04 & 06</u> No rights of local communities are applicable as Company acquired their land from the state government.	Complied
Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.		
5.3.1 All waste products and sources of pollution shall be identified and documented. - Major compliance -	Waste products and sources of pollution shall be identified and documented in Manual RSPO i.e. <i>Mengenalpasti dan Menguruskan Bahan Buangan</i> ; Doc. no.: MR 5.3/2009; Issue 1 <i>Polisi Kitar Semula</i> ; 1/6/2014. <i>Prosedur Pengurusan Sisa Pepejal</i> ; FGV/ML-1A/L2-Pr9; Rev. 0; Issue 1; Eff. Date: 1/6/2016 <i>Prosedur Pelaksanaan Kitar Semula</i> ; FGV/ML-1A/L2-Pr4; Rev. 0; Issue 1; Eff. Date: 1/6/2016 <i>Prosedur Pelupusan Sisa Domestik</i> ; FGV/ML-1A/L2-Pr23; Rev. 0; Issue 1; Eff. Date: 1/6/2016 For Mill among type of waste identified including Mesocarp Fibre, EFB, Shell, POME, SW and domestic waste. For Estate are Pruned Palm Fronds, Chipped Palm Trunks, Empty Chemical Container (Triple Rinsed & Punctured), Empty Fertilizer Bag, Used Tyre, domestic	Complied
5.3.2 All chemicals and their containers shall be disposed of responsibly. - Major compliance -	Disposal through Urban Environmental Industries Sdn Bhd Gebeng, Kuantan. SW 409 CN # 59030; Date: 19/7/2017. Latest disposal 5/9/2017; SW 409; CN # 59118.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator		Assessment Findings	Compliance
5.3.3	A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented. - Minor compliance -	Action plan to reduce impact through 3R (Reduce, Reuse and Recycle, depending of type of waste has been established Doc. type: RSPO 2010-Kriteria 5.1/5.3/5/6; doc. no.: 1/2010; dated 21/1/2011. Record shown the estate tractor in both Bukit Sagu 4 and Bukit Sagu 6 estates carried out the domestic waste collection twice a week.	Complied
Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.			
5.4.1	A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. - Minor compliance -	For Bukit Sagu 4 & 6, average Diesel consumption being monitored was 1.58 l/mt. For mill, the records of monitoring i.e. " <i>Analisis Data Penggunaan Tenaga & Tenaga Boleh Diperbaharu</i> " was sighted last updated until December 2015. Due to this, the monitoring of efficiency improvement plan related to use of fossil fuels and renewable energy not sufficiently updated in place. Hence, a minor noncompliance has been raised.	Minor nonconformance
Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.			
5.5.1	There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance -	FGV Group policy of Zero open burning was enforced since July 2011 including any land preparation or replanting activities. Visit to sites at both Bukit Sagu 04 & Bukit Sagu 06 estates confirmed no open burning done for its replanting.	Complied
5.5.2	Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance -	There's no any open burning conducted for the replanting in both Bukit Sagu 04 and Bukit Sagu 06 estate. Sighted also the records of replanting work progress i.e. <i>Rekod kemajuan kerja menebang dan mencincang batang sawit</i> which specified the number of felling and chipping of palm tree at replanting area.	Complied
Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
5.6.1 An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	<p>The operating units had reviewed the environmental impact assessment on potential pollution to water, gaseous emissions to air and contamination on land.</p> <p>At Mill, monitoring of mill gas emissions is being done online using the Continuous Emissions Monitoring System (CEMS) and supported by the Ringelman Smoke Chart. POME treatment, monitoring and land application is monitored, maintained and adhered to DOE regulations i.e BOD below 100mg/l</p> <p>Boiler stack sampling records: Stack Air Monitoring Report for Boiler Stack 3 on 23/1/2017 by Nabbir Laboratory (KL) Sdn Bhd (Lab Report # 1701/814/02/K; dated: 31/1/2017). Analysis was conducted against both EQ (CA) Reg. 1978 & Reg. 2014 requirements where results shown compliance within limit of solid particulates emissions</p>	Complied
5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance	<p>Identification of significant pollutants and greenhouse gas (GHG) emissions has been done as per <i>Pelan mengurangkan pencemaran dan pemantauan kesan pelepasan gas rumah hijau tahun 2017</i>. POME, diesel/fuel and fertilizer were identified among the significant GHG source. Their usage have been recorded and documented at each of the operating units. The plan to reduce or minimise the GHG emission including reduction of fossil fuel usage and increase of the use of renewable source i.e. mesocarp fiber and shell.</p>	Complied
5.6.3 A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools. - Minor compliance -	<p>Monitoring of the GHG quantity was done through PalmGHG calculator, where annual quantification of all GHG sources was input into the calculator. Default values of emissions factor Calculation of the GHG emissions were derived from publicly available sources including IPCC. The GHG calculations were done separately between the mill and estates</p> <p>CDD GHG Calculation In-Charge sent to RSPO on 18/9/2017 & accepted on 19/9/2017.</p>	Complied
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers.</p>		
<p>Criterion 6.1: Aspects of plantation and mill management that have social impacts, including replanting, 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 continual improvement.</p>		
6.1.1 A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	<p>Social Impact Assessment was carried out on 10/12/2016 (BSPOM) and 9/11/2016 (Bukit Sagu 4 and 8 Estates) by Certification & Due Diligence (CDD), Sustainability & Environment Department from Head Office. The assessment was based on sampling basis and the assessment team has selected 23% of the internal stakeholders to participate in the assessment for POM. Risk analysis summary was developed based on the issues raised by the stakeholders. Records of meetings sighted available.</p>	Complied

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties. - Major compliance -	Complied
6.1.3	<p>Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -</p> <p>Bukit Sagu POM has developed a management plan for SIA on 30/6/2017. The management plan has included the issues, time frame to take to resolve the issue, person to be responsible and the action plan for Y 2017/2018 to be taken. However, the management plan was only included the mitigation of negative impacts but no promotion of positive impacts as per the procedure "<i>Penilaian Impak Sosial</i>" with Doc. No. ML-1A/L2-Pr21(0) dated 1/6/2016.</p> <p>Bukit Sagu Estate 4 has developed management plan to monitor the issues raised in the SIA report on 5/9/2017. Specific timeline and person in charge to rectify the issue was stated in the management plan.</p> <p>Besides, a management plan for issue raised during stakeholder meeting was developed on 20/8/2017. The plan has incorporated the timeline and person in charge to resolve the issues. For eg:</p> <ul style="list-style-type: none"> a. Positive Issue: Workers' welfare and facilities such as Bus stop, football field, community hall and etc were constructed in Bukit Sagu 4 Estate. Promotion Action: Continuous monitoring to ensure the facilities are in good condition. b. Negative Issue: Replanting/ New Planting of area caused pollution towards environment, land dispute, disturbance on socio-economic condition. Mitigation Action: All the replanting program by contractors will be monitored closely by the management. Meeting among the management and contractors will be held to solve the issue. Action Taken: Stakeholder meeting was conducted on 24/8/2017 to settle the issue. <p>Bukit Sagu 6 Estate has developed management plan for SIA. However, no specific timeline for the management to rectify the issue.</p> <p>Thus, a major non-conformance was raised.</p>	Major nonconformance
6.1.4	The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. - Minor compliance -	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator		Assessment Findings	Compliance
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	No scheme smallholders involved in the certification unit.	Not applicable
Criterion 6.2: There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.			
6.2.1	Consultation and communication procedures shall be documented. - Major compliance -	Felda Global Ventures has developed Communication Policy with Doc. No. ML-1A/L1-Po3(0) dated 1/6/2014 to communicate with internal and external parties related to quality, environmental issues, safety and health and etc. Besides, FGV has established " <i>Komunikasi, Penglibatan dan Rundingan</i> " procedure with Doc. No. ML-1A/L2-Pr12(0) dated 1/6/2016. Types of communication were listed in the procedure such as through management to employees and vice versa via morning muster, notice board, suggestion box, workers' representative and etc. Communication process with external stakeholders, medias and contractors was detailing in the procedure and handled by Social Officer.	Complied
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	Document Controller was appointed as Social Officer in Bukit Sagu 4 Estate to handle any issue related to social with appointment letter dated 25/7/2017 was sighted. Assistant Manager and Supervisor was appointed as Social Officer in Bukit Sagu 6 Estate with appointment letter dated 9/1/2017 was sighted.	Complied
6.2.3	A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained. - Minor compliance -	Stakeholder meeting was conducted on 24/8/2017 for Bukit Sagu Complex and Lepar Hilir Complex. The meeting has involved government authorities, school, contractors, settlers and etc. Meeting minutes and attendance list was recorded. Questionnaire related to RSPO requirements was distributed to the stakeholders. No issue was raised during the meeting. There were only few suggestions from the stakeholders such as invite all the school from Kuantan district, to have the stakeholder meeting on schedule basis and etc. Stakeholder list was available in the estates' level for internal and External stakeholder list was under Region office. The 1 st meeting of Gender Committee/ KKD was conducted on 23/8/2017 which involved for Bukit Sagu POM and Lepar Hilir POM. Explanation of the objectives and purpose of the committee was given during the meeting. KKD meeting was carried out on 23/3/2017 in Bukit Sagu 4 Estate. Meeting minute was sighted. Program for KKD Y2017 was sighted for activities such as recreational, sport, religious activity, socio-economic. However, no activity has been carried out throughout the year even the program was planned from January to December 2017. KDD meeting was conducted on 1/4/2017 in Bukit Sagu 6 Estate. Activities was held such as religion classes. Seen the attendance list of the classes held. Thus, a minor non-conformance was raised.	Minor nonconformance

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.			
6.3.1	The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -	FGV has established " <i>Menangani Aduan dan Rungutan</i> " procedure with Doc. No. ML-1A/L2-Pr13(0) dated 1/6/2016. Scope of the procedure covered all the complaints related to Project issues, damage or broken of housing, settlers issue under FELDA, social welfare of workers and etc.	Complied
6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance –	Bukit Sagu POM and supply bases have implemented Complaint Book where all the complaints from the stakeholders were recorded. Sampled of complaints as below: <ul style="list-style-type: none"> a. Issue: Main road to the mill was in bad condition. Action and evidence: Road remedial works and other ancillary works. Seen the letter of acceptance with Contract No.: FPISB-12/2017 dated 3/4/2017 and on site verified the road condition. b. Issue: Air-conditioned for the van was not functioning. Action and evidence: Seen the work order where the van was sent for service to repair the air-conditioned on 20/7/2017. Besides, the mill has implemented Damage of Housing Facilities record book. All the issues related to housing such as broken door, clog of the sink and etc. All the complaints have been rectified with work order verified.	Complied
Criterion 6.4: 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.			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance -	Felda Global Ventures has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. ML-1A/L1-Pr10(0) dated 1/6/2014. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.1 Documentation of pay and conditions shall be available. - Major compliance -</p>	<p>The mill and estates consist of local workers, foreign workers and contractor’s workers. The management has included basic pay, net pay, gross pay, deduction of salary, phone allowance, overtime pay and etc on the pay slip. Payslip for September 2016, February 2017 and June 2017 based on the crop summary for check-roll workers was sampled as below:</p> <ul style="list-style-type: none"> a. Employee No.: 1203287 (BSPOM) b. Employee No.: 1207541 (BSPOM) c. Employee No.: 1209943 (BSPOM) d. Employee No.: 1210774 (BSPOM) e. I/C No.: 630207-01-5813 (Contractor’s Worker in BSPOM) (June-July 2017) f. I/C No.: 650602-11-5177 (Contractor’s Worker in BSPOM) (June-July 2017) g. Employee No.: FW03301057 (BS4E) h. Employee No.: FW03300085 (BS4E) i. Employee No.: FW03301063 (BS4E) j. Employee No.: FW03300843 (BS4E) k. Employee No.: FW03300341 (BS4E) l. Passport No.: AS722098 (Contractor’s Worker in BS4E) (February and June 2017) m. Passport No.: AT230857 (Contractor’s Worker in BS4E) (February and June 2017) n. Passport No.: A1552202 (Contractor’s Worker in BS4E) (February and June 2017) o. Employee No.: FW03680043 (BS6E) p. Employee No.: FW03680316 (BS6E) q. Employee No.: FW03680369 (BS6E) r. Employee No.: FW03680781 (BS6E) s. Employee No.: LW03680028 (BS6E) t. Employee No.: LW03680051 (BS6E) u. Passport No.: AT657308 (Contractor’s Worker in BS6E) (May – July 2017) v. Passport No.: B2151177 (Contractor’s Worker in BS6E) (May – July 2017) w. Passport No.: AT759619 (Contractor’s Worker in BS6E) (May – July 2017) x. Passport No.: B2150642 (Contractor’s Worker in BS6E) (May – July 2017) <p>All the sampled workers below were achieved Minimum Wage Order.</p> <p>Bukit Sagu 6 Estate has the permit from Labour Department for the deduction of salary which effectively valid from 15/9/2010 with Serial No.: PP 3/34/1438.</p> <p>Bukit Sagu 6 Estate: Payslip for all the 3 workers under Contractor: Mahu Berjaya Enterprise was only available for June 2017. Consistency of the availability of payslip for every months should be further enhance.</p> <p>Thus, an OFI (OFI # 1) was raised.</p>	<p>Complied</p>

**RSP0 Public Summary Report
Revision 4 (November / 2016)**

<p>6.5.2</p>	<p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official. - Major compliance -</p>	<p>Employment contract are available in language that understood by workers. The contract has detailing the payments whereas the employment conditions such as period of working, working hour, medical assistance, transportation provided, holiday and annual leave, termination of services and etc was refer to "<i>Perjanjian Bersama Antara Felda Palm Industries Sdn Bhd dengan Kesatuan Pekerja-Pekerja Felda Palm Industries Sdn Bhd Semenanjung</i>" which valid from 1/1/2016 – 31/12/2018 for mill workers. The offer letter/ contract was signed by the workers and sampled contracts as below:</p> <p><u>Bukit Sagu POM:</u></p> <ul style="list-style-type: none"> a. Employee No.: 1211222 b. Employee No.: 1211225 c. Employee No.: 1210774 <p><u>Bukit Sagu 4 Estate:</u></p> <ul style="list-style-type: none"> a. Employee No.: FW03301057 b. Employee No.: FW03301063 c. Passport No.: AS722098 (Contractor's Worker in BS4E) d. Passport No.: A9479882 (Contractor's Worker in BS4E) e. Passport No.: AT538669 (Contractor's Worker in BS4E) f. Passport No.: A8364823 (Contractor's Worker in BS4E) <p><u>Bukit Sagu 6 Estate:</u></p> <ul style="list-style-type: none"> a. Employee No.: FW03680316 b. Employee No.: FW03680369 c. Employee No.: FW03680613 d. Passport No.: AT768908 (Contractor's Worker in BS6E) e. Passport No.: AR730207 (Contractor's Worker in BS6E) f. Passport No.: B2150642 (Contractor's Worker in BS6E) <p>However, contract of employment for all the workers (Contractor: Mahu Berjaya Enterprise) were not available.</p> <p>Thus, a major non-conformance was raised.</p> <p>Extension contract for workers who have worked more than 2 years were sampled as below:</p> <ul style="list-style-type: none"> a. Employee No.: FW03300085 who signed on 11/10/2016 (BS4E) b. Employee No.: FW03300399 who signed on 13/12/2016 (BS4E) c. Employee No.: FW03300457 who signed on 7/6/2017 (BS4E) d. Employee No.: FW03300886 who signed on 17/7/2017 (BS4E) e. Employee No.: FW03680043 who signed on 23/9/2016 (BS6E) 	<p>Major nonconformance</p>
--------------	--	--	-----------------------------

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
	f. Employee No.: FW03680491 who signed on 2/3/2017 (BS6E)	
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance –</p>	<p>All the employees in the mill were covered with AIA medical card where they are allowed to visit any panel clinic without paying. Water and electricity was supplied by government and the employees required to settle the bill accordingly. School was available nearby the housing area in Bukit Sagu 1 Complex.</p> <p>Linesite inspection was carried out on weekly basis by Supervisor in Bukit Sagu 4 Estate. The last inspection was carried out on 22/8/2017. The criteria for inspection are such as cleanliness of housing area, electricity, any PPE or chemical store at housing compound, availability of fire extinguishers and etc.</p> <p>Site visit to Bukit Sagu 8 Estate workers’ hostel due to comments raised during stakeholder consultation on 6/9/2017. According to the stakeholder, the hostels were under temporary Certificate of Fitness which valid until 23/12/2014. Re-inspection was carried out by the authority but it was put on-hold due to the standard of hostel did not meet the requirement where the management was partitioned the dormitory with plywood into individual room. Application to the authority for permission to partition the dorm is still in progress and awaiting reply from authority. Seen the letter of application dated 5/5/2017 with Bil: (02)FGVPM/DP/1629/8-1-23 after the authority visited on 4/5/2017. Therefore, this issue will be followed up and verified by the auditor during next surveillance audit.</p>
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers’ access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>The mill and estates’ workers are able to access to adequate, sufficient and affordable foods and goods as the housing area was located inside the Bukit Sagu 1 Complex and estates’ compound where there are few sundry shops and food shops available in the area.</p>
<p>Criterion 6.6: The employer 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.</p>		
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance -</p>	<p>Felda Global Ventures has developed Freedom to Voice and Freedom of Association Policy with Doc. No. ML-1A/L1-Po11(0) dated 1/6/2014. This was communicated to all employees during daily muster assembly and meetings as recorded in the muster briefing records.</p>
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance -</p>	<p>Meeting with the Union representatives was carried out on 12/7/2017 for the whole Bukit Sagu POM. Meeting minutes was sighted. Issues raised during last meeting was discussed and follow-up.</p> <p>Meeting was conducted on 13/7/2017 with total 10 participants. Meeting minutes with issues raised were recorded and sighted.</p>
<p>Criterion 6.7: Children are not employed or exploited.</p>		

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
6.7.1 There shall be documentary evidence that minimum age requirements are met. - Major compliance -	Felda Global Ventures has developed Child Labour Policy with Doc. No. ML-1A/L1-Po5(0) dated 1/6/2014 where the company will not recruit any individual who less than 18 years old to work in plantations. Besides, " <i>Mengelak Penggajian Buruh Kanak-kanak</i> " procedure with Doc. No. ML-1A/L2-Pr18(0) dated 1/6/2016 was developed to ensure no child labour was recruited. Document reviewed on the list of workers confirmed that all the employees were above 18 years old. Interviews with sampled employees confirmed no underage was employed within Bukit Sagu complex.	Complied
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.		
6.8.1 A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance -	Felda Global Ventures has established Equal Opportunity Policy with Doc. No. ML-1A/L1-Po2(0) dated 1/6/2014. The company was committed to ensure all the employees were treated equally. This policy was displayed publicly in strategic locations within all operating units and communicated directly to employees as well through general assembly and relevant meetings.	Complied
6.8.2 Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance -	Through document reviewed on the list of employees found that the composition of workers are local, foreign workers and contract workers, male and female workers. No discrimination was sighted based on interview with the workers. The management treated all the workers fairly and equally without discrimination. All the workers were provided with housing and medical facilities.	Complied
6.8.3 It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. - Minor compliance -	Felda Global Ventures has developed Recruitment of Foreign Workers Policy with Doc. No. ML-1A/L1-Po8(0) dated 1/6/2014 where the company will comply with the Minimum Wage Order and will not discriminate on the selection of workers. Besides, the company has generated procedure on " <i>Kemasukan Pekerja Asing Ke Ladang</i> " with Doc. No. ML-1A/L5-AP10(0) and " <i>Penempatan Pekerja Asing</i> " with Doc. No. ML-1A/L5-AP11(0) dated 1/6/2016. Process of recruitment was based on medical fitness, qualities, capabilities and etc. In addition, a procedure titled " <i>Manual Pengurusan Tenaga Kerja Ladang Felda Global Ventures Holding</i> " with Doc. No. FGV/JTK/POL/001 dated 1/3/2017 was developed to explain the process of recruitment of foreign workers based on the medical fitness, physical capabilities and etc.	Complied
Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.		
6.9.1 Policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. - Major compliance -	Felda Global Ventures has developed Sexual Harassment, Violence and Reproductive Rights Policy with Doc. No. ML-1A/L1-Po10(0) dated 1/6/2014. The company is committed to protect the rights of women on the reproductive and family planning. Discrimination is not allowed in the company. Briefing of the policy was conducted on 2/9/2017 at the mill. Besides, the policy was publicly displayed at the office area.	Complied

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
6.9.2 A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce. - Major compliance -	Felda Global Ventures has developed Sexual Harassment, Violence and Reproductive Rights Policy with Doc. No. ML-1A/L1-Po10(0) dated 1/6/2014. The company is committed to protect the rights of women on the reproductive and family planning. Discrimination is not allowed in the company. The women employees were given rights to breast-feeding to their babies. Briefing of the policy was conducted on 2/9/2017 at the mill. Besides, the policy was publicly displayed at the office area.	Complied
6.9.3 A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce. - Minor compliance -	FGV has developed procedure on " <i>Menangani Aduan Melalui Jawatankuasa Wanita</i> " with Doc. No. ML-1A/L2-Pr14(0) dated 1/6/2016. Flowchart to handle any sexual harassment or violence case reported was established. Gender Committee was established to monitor and handle any issue related to sexual harassment, violence and reproductive rights. The 1 st meeting was conducted on 23/8/2017 which involved for Bukit Sagu POM and Lepar Hilir POM. Explanation of the objectives and purpose of the committee was given during the meeting. There was no case of sexual harassment or abuse and violence reported up-to-date. Gender Committee meeting was conducted on 22/8/2017 for Bukit Sagu Complex's estates and Lepar Hilir Complex's estates (For FGVP Wilayah Kuantan). Besides, internal Gender Committee Meeting for Bukit Sagu 4 Estate was carried out on 24/2/2017. No issue was raised.	Complied
Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.		
6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -	Current and past prices paid for Fresh Fruit Bunches (FFB) has been displayed at the mill weighbridge counter. Pricing was according to the MPOB pricing.	Complied
6.10.2 Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation). - Major compliance -	Bukit Sagu POM was receiving FFB from internal supply bases and outsider crops. Interviewed with the independent smallholders confirmed that they were explained on pricing mechanism.	Complied
6.10.3 Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -	Contract agreement for the contractors were verified and sampled as below: a. Ref. No.: BS/3043/2017 for maintenance work in boiler station for a duration of a week started from 9/5/2017 – 16/5/2017. b. Contract No.: 5300002525 for supplying workers to transport FFB to mill which valid from 1/1/2017 – 31/12/2018. c. Agreement tender No.: BS/4046/003/2017 which valid from 1/6/2017 – 31/12/2017 for supplying workers in Grading Station at POM.	Complied

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	The payment terms is net 30 days from the date of invoice received from the contractors. Payment is made by Head Office. Seen the payment records for Ref. No.: BS/3043/2017 where the contractor submitted the tax invoice on 17/5/2017 and received payment on 1/6/2017 through reviewed on Vendor Payment records.	Complied
Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance –	The mill has co-operate with the settlers to patrol the housing area and mill compound for safety purpose. Seen the schedule of duty for the patrolling. Besides, district office has requested for black soil for landscape purpose and the mill has approved. In addition, the company has subsidized water and electricity usage for all the workers. Donation of white rice during Hari Raya festival to the workers.	Complied
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	No scheme smallholders involved in the certification unit.	Not applicable
Criterion 6.12: No forms of forced or trafficked labour are used.			

RSP0 Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator	Assessment Findings	Compliance
<p>6.12.1</p> <p>There shall be evidence that no forms of forced or trafficked labour are used.</p> <p>- Major compliance -</p>	<p>The company has recruited all the employees with legal identification for local and valid passport and work permit for foreign workers and contractors' workers. Contract of employment was signed by the workers prior to work. Sampled of foreign workers with valid work permit as below:</p> <ul style="list-style-type: none"> a. Permit No.: PD 7807488 valid until 20/4/2018 (BS4E) b. Permit No.: PD 7808340 valid until 14/3/2018 (BS4E) c. Permit No.: PD 6497450 valid until 1/10/2017 (BS4E) d. Permit No.: PD 6983294 valid until 15/1/2018 (BS4E) e. Permit No.: PD 8533273 valid until 2/7/2018 (Contractor's Worker in BS4E) f. Permit No.: PD 7988690 valid until 12/4/2018 (Contractor's Worker in BS4E) g. Permit No.: PD 7292734 valid until 7/2/2018 (Contractor's Worker in BS4E) h. Permit No.: PD 7292009 valid until 22/1/2018 (Contractor's Worker in BS4E) i. Permit No.: PD 8703200 valid until 110/8/2018 (Contractor's Worker in BS4E) j. Permit No.: PD 6580746 valid until 1/11/2017 (BS6E) k. Permit No.: PD 7137291 valid until 25/2/2018 (BS6E) l. Permit No.: PD 6275170 valid until 19/10/2017 (BS6E) m. Permit No.: PD 6776318 valid until 20/11/2017 (BS6E) n. Permit No.: PD 6580732 valid until 20/11/2017 (BS6E) o. Permit No.: PD 4185571 valid until 27/1/2018 (Contractor's Worker in BS6E) p. Permit No.: PD 7548827 valid until 11/2/2018 (Contractor's Worker in BS6E) q. Permit No.: PD 6803848 valid until 20/11/2017 (Contractor's Worker in BS6E) r. Permit No.: PD 6563199 valid until 15/10/2017 (Contractor's Worker in BS6E) s. Permit No.: PD 6497208 valid until 24/9/2017 (Contractor's Worker in BS6E) t. Permit No.: PD 7988607 valid until 22/4/2018 (Contractor's Worker in BS6E) <p>Besides, the workers have received photocopy of employment contract with evidence of receive acknowledgement was sighted.</p> <p>Bukit Sagu 4 Estate has implemented safety box installed in front of office for the workers to safe keep their passport in the box.</p>	<p>Complied</p>

RSPO Public Summary Report
Revision 4 (November /2016)

Criterion / Indicator		Assessment Findings	Compliance
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Minor compliance –	Interviewed with the foreign workers confirmed that no contract substitution has occurred. Besides, FGV has also developed a policy where they are committed with no practice of substitution of contract.	Complied
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Major compliance -	Felda Global Ventures has developed Recruitment of Foreign Workers Policy with Doc. No. ML-1A/L1-Po8(0) dated 1/6/2014 where the company not discriminate on the selection of workers and no substitution of contract. Besides, orientation program on the language, safety, labour law and cultural practices were included into the policy as sighted in the daily muster briefing records dated 18/5/2017. The company also provide decent living condition and insurance to all the workers.	Complied
Criterion 6.13: Growers and millers respect human rights.			
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1). - Major compliance -	Felda Global Ventures has developed Human Rights Policy with Doc. No. ML-1A/L1-Po12(0) dated 1/6/2014. FGV is committed and support human rights. Briefing of the policy was conducted on 2/9/2017 at the mill. Besides, the policy was publicly displayed at the office area.	Complied
6.13.2	As long as children of foreign workers in Sabah and Sarawak are ineligible to attend government school, the plantation companies should engage in a process to secure these children access to education as a moral obligation.	Not applicable for the certification unit.	Not applicable
Principle 7: Responsible development of new plantings Bukit Sagu Palm Oil Mill and supply base did not carry out any new plantings after November 2005. Therefore, the requirement of Principle 7 is not applicable during the initial assessment. It was verified through the land statement, land title and planting history.			
Principle 8: Commitment to continual improvement in key areas of activity			
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.			

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1</p> <p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); <ul style="list-style-type: none"> • Optimising the yield of the supply base. <p>- Major compliance -</p>	<p><u>Bukit Sagu POM</u> Sighted the CIP incorporated into the "Objectives for Quality, safety and Environment". Cross verified the objectives and EIA and HIRADC that able to link effectively. As for environment, there are 2 main objectives which on to maintain the BOD level below 100ppm and control of smoke emission that complies to CEMS from DOE. As for safety, the improvement being monitor for zero industrial accident and enforcement on PPE usage.</p> <p><u>Bukit Sagu 4 & 6 Estates</u> Sighted there are 7 CIPs listed in the form registered "Kriteria 8.1". Among the sampled programs were</p> <ul style="list-style-type: none"> • Reduction of Paraquat usage 400L → 350L/year – verified the records that extracted from the stock movement from Jan – Apr 2017. • Planting of beneficial plant 6500 → 8000/year – verified the record for 2017, Tunera, Cassia and Antigonon planted on various field accumulated to 2974HA as at Aug 2017. • To kill the larva of rhino beetle 2000 → 1500/piece – seen a census record established since from April 2016. During field visit seen the Prohomone Trap [total there are 8] effectively managed. 	<p>Complied</p>

Appendix B: Approved Time Bound Plan

Palm Oil Mill		Country	Supply Bases (estates, plantations, associations)	Targeted RSPO Certification Year	Current Certification Status as per this audit
1	Selancar 2B	Malaysia	FGVPM Selancar 6 FGVPM Selancar 8 FGVPM Selancar 9	2017	To be audited by CB in year 2017
2	Lepar Hilir	Malaysia	FGVPM Lepar Hilir 5 FGVPM Lepar Hilir 6 FGVPM Lepar Hilir 8	2017	Main assessment conducted in September 2017
3	Aring A	Malaysia	FGVPM Aring 2 FGVPM Aring 3 FGVPM Aring 4 FGVPM Aring 5 FGVPM Aring 6 FGVPM Aring 8 FGVPM Aring 10 FGVPM Aring 11	2017	To be audited by CB in year 2017
4	Kechau B	Malaysia	FGVPM Kechau 6 FGVPM Kechau 8 FGVPM Kechau 9 FGVPM Kechau 10	2017	To be audited by CB in year 2017
5	Bukit Sagu	Malaysia	FGVPM Bukit Sagu 4 FGVPM Bukit Sagu 6 FGVPM Bukit Sagu 7 FGVPM Bukit Sagu 8	2017	To be audited by CB in year 2017
6	Keratong 09	Malaysia	FGVPM Bera Selatan 5 FGVPM Bera Selatan 7 FGVPM Merchong FGVPM Keratong Timur FASSB Merchong	2017	To be audited by CB in year 2017
7	Lepar Utara 06	Malaysia	FGVPM Lepar Utara 7 FGVPM Lepar Utara 8 FGVPM Lepar Utara 9 FGVPM Lepar Utara 11	2017	To be audited by CB in year 2017
8	Besout	Malaysia	FGVPM Besout 6, FGVPM Besout 7	2017	To be audited by CB in year 2017
9	Kemasul	Malaysia	FGVPM Mengkarak 1 FGVPM Mengkarak 2	2017	To be audited by CB in year 2017
10	Triang	Malaysia	FGVPM Triang 2 FGVPM Triang Selatan 1 FGVPM Triang 4	2017	To be audited by CB in year 2017
11	Lepar Utara 04	Malaysia	FGVPM Lepar Utara 4 FGVPM Lepar Utara 10 FGVPM Lepar Utara 14	2017	To be audited by CB in year 2017
12	Maokil	Malaysia	FGVPM Maokil 6 FGVPM Maokil 7	2017	To be audited by CB in year 2017

**RSPO Public Summary Report
Revision 4 (November / 2016)**

13	Palong Timur	Malaysia	FGVPM Palong Timur 4/5 FGVPM PALONG TIMUR 06	2017	To be audited by CB in year 2017
14	Selendang	Malaysia	FGVPM Selendang 3 FGVPM Selendang 4 FGVPM Selendang 5 FGVPM Berabong 1	2017	To be audited by CB in year 2017
15	Krau	Malaysia	FGVPM Krau 2 FGVPM Krau 4	2017	To be audited by CB in year 2017
16	Tenggaroh Timur	Malaysia	FGVPM Tenggaroh 12 FGVPM Tenggaroh Timur 2	2017	To be audited by CB in year 2017
17	Chini 3	Malaysia	FGVPM Terapai 1 FGVPM Chini Timur 4	2018	-
18	Nitar	Malaysia	FGVPM Nitar Timur	2018	-
19	Jerangau Baru	Malaysia	FGVPM Rantau Abang 1 FGVPM Rantau Abang 2 FGVPM Chador 1	2018	-
20	Serting Hilir	Malaysia	FGVPM Tembangau 3 FGVPM Tembangau 5 FGVPM Tembangau 6 FGVPM Tembangau 7 FGVPM Tembangau 8 FGVPM Tembangau 9 FASSB Serting Hilir	2018	-
21	Serting	Malaysia	FGVPM Palong 17 FGVPM Palong 18 FGVPM Palong 21	2018	-
22	Kota Gelanggi	Malaysia	FASSB PPPTR FASSB Kota Gelanggi 5/6	2018	-
23	Kerteh	Malaysia	FASSB Kerteh FASSB Semaring 01	2018	-
24	Neram	Malaysia	FGVPM Cherul 03	2018	-
25	Keratong 3	Malaysia	FGVPM Keratong 11	2018	-
26	Tenggaroh	Malaysia	FGVPM Tenggaroh 9 FGVPM Tenggaroh 11 FGVPM Tenggaroh 13	2018	-
27	Chiku	Malaysia	FGVPM Ciku 4 FGVPM Ciku 8	2018	-
28	Keratong 2	Malaysia	FGVPM Bera Selatan 3	2018	-
29	Jengka 21	Malaysia	FASSB Jengka 24/25	2018	-
30	Adela	Malaysia	FGVPM Kledang 02	2018	-
31	Bukit Kepayang	Malaysia	FGVPM Terapai 3	2018	-

**RSPO Public Summary Report
Revision 4 (November /2016)**

32	Belitong	Malaysia	FASSB Ulu Belitong FGVPM Bukit Tongkat B	2018	-
33	Kulai	Malaysia	FASSB Bukit Besar/Taib Andak	2018	-
34	Penggel	Malaysia	FGVPM Inas Selatan	2018	-
35	Chalok	Malaysia	FGVPM Setiu 1	2018	-
36	Tementi	Malaysia	FGVPM Bera Selatan 1 FGVPM Bera Selatan 4	2018	-
37	Kalabakan	Malaysia	FGVPM Kalabakan Utara 1 FGVPM Kalabakan Tengah 1 FGVPM Kalabakan Selatan	2019	-
38	Kembara Sakti	Malaysia	FGVPM Sahabat 30 FGVPM Sahabat 35 FGVPM Sahabat 40 FGVPM Sahabat 41 FGVPM Sahabat 42 FGVPM Sahabat 43	2019	-
39	Nilam Permata	Malaysia	FGVPM Sahabat 50 FGVPM Sahabat 51 FGVPM Sahabat 52 FGVPM Sahabat 53 FGVPM Sahabat 54	2019	-
40	Hamparan Badai	Malaysia	FGVPM Sahabat 23 FGVPM Sahabat 24 FGVPM Sahabat 26 FGVPM Sahabat 28 FGVPM Sahabat 31 FGVPM Sahabat 33 FGVPM Sahabat 34 FASSB Tambisan	2019	-
41	Mercu Puspita	Malaysia	FGVPM Sahabat 7 FGVPM Sahabat 46 FGVPM Sahabat 48 FASSB Sahabat 6	2019	-
42	Lancang Kemudi	Malaysia	FGVPM Sahabat 10 FGVPM Sahabat 36 FGVPM Sahabat 38 FGVPM Sahabat 39 FGVPM Sahabat 44 FGVPM Sahabat 45	2019	-
43	Pontian United Plantation	Malaysia	Pontian Fico Pontian Subok Pontian Orico Pontian Pendirosa Pontian Kuril Pontian Hilco Rawajaya Sdn Bhd	2019	-

**RSPO Public Summary Report
Revision 4 (November / 2016)**

			Blossom Plantation Sdn Bhd		
44	Embara Budi	Malaysia	FGVPM Sahabat 11 FGVPM Sahabat 12 FGVPM Sahabat 17 FGVPM Sahabat 56 FGVPM Sahabat 20 FGVPM Sahabat 21 FGVPM Sahabat 22 FGVPM Sahabat 25	2019	-
45	Baiduri Ayu	Malaysia	FGVPM Sahabat 9 FGVPM Sahabat 16 FGVPM Sahabat 55	2019	-
46	Umas	Malaysia	FGVPM Umas 5 FGVPM Umas 6	2019	-
47	Sampadi	Malaysia	FGVPM Sampadi 1 FGVPM Sampadi 3 FGVPM Sampadi 4 FGVPM Sampadi 5 FGVPM Sampadi 6	2019	-
48	Bukit Mendi	Malaysia	Felda Settlers	2019	-
49	Jengka 8	Malaysia	Felda Settlers	2019	-
50	Jengka 18	Malaysia	Felda Settlers	2019	-
51	Jengka 3	Malaysia	Felda Settlers	2019	-
52	Padang Piol	Malaysia	Felda Settlers	2019	-
53	Sg tengi	Malaysia	Felda Settlers	2019	-
54	Mempaga	Malaysia	Felda Settlers	2019	-
55	Pasoh	Malaysia	Felda Settlers	2020	-
56	Kemahang	Malaysia	Felda Settlers	2020	-
57	Tersang	Malaysia	Felda Settlers	2020	-
58	Selancar 2A	Malaysia	Felda Settlers	2020	-
59	Chini 2	Malaysia	Felda Settlers	2020	-
60	Trolak	Malaysia	Felda Settlers	2020	-
61	Semenchu	Malaysia	Felda Settlers	2020	-
62	Jerangau Barat	Malaysia	Felda Settlers	2020	-
63	Panching	Malaysia	Felda Settlers	2020	-
64	Bukit Besar	Malaysia	Felda Settlers	2020	-
65	Kahang	Malaysia	Felda Settlers	2020	-
66	Waha	Malaysia	Felda Settlers	2020	-
67	Air Tawar	Malaysia	Felda Settlers	2020	-

**RSPO Public Summary Report
Revision 4 (November / 2016)**

68	Lok Heng	Malaysia	Felda Settlers	2020	-
69	FGV Asian Plantation Milling Plantation	Malaysia	TBD	2021	-
70	FGV Yapid MAS (Golden Land)	Malaysia	TBD	2021	-
71	PT Citra Niaga Perkasa	Indonesia	TBD	2021	-
72	PT Temilia Agro Abadi	Indonesia	TBD	2021	-
73	FGV Estates without FGV Mill	Indonesia	TBD	2021	-

Appendix C: Certification Unit RSPO Certificate Details

Felda Global Ventures Holdings Berhad
Felda Global Ventures Plantation (Malaysia) Sdn Bhd
Bukit Sagu Palm Oil Mill
Peti Surat 69
25700 Kuantan, Pahang, Malaysia
RSPO membership number: 1-0225-16-000-00

BSI RSPO Certificate No. : RSPO 666409
Date of Initial Certificate Issued: 29/12/2017
Date of Expiry: 28/12/2022
Applicable Standards: RSPO P&C MYNI-2014; RSPO Supply Chain Certification Standard November 2014 Module E – CPO Mills: Mass Balance)

Bukit Sagu Palm Oil Mill and Supply Base					
Location Address	Bukit Sagu Palm Oil Mill				
GPS Location	103° 8' 53.01" E; 3° 58' 2.47" N				
CPO Tonnage Total	41,917.34 mt				
PK Tonnage Total	10,525.68 mt				
CPO Claimed for Certification*	21,791.19 mt				
PK Claimed for Certification *	5,471.89 mt				
Own estates FFB Tonnage	107,082.00 mt				
Scheme Smallholder FFB Tonnage	38,500.00 mt				
Smallholders/Outgrower FFB	60,400.00 mt				
Estates	Production Area		Other use (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)			
FGVPM Bukit Sagu 04 Estate	1,859.00	1,080.88	409.41	3,349.29	38,583.00
FGVPM Bukit Sagu 06 Estate	496.65	1,001.19	246.80	1,744.64	11,449.00
FGVPM Bukit Sagu 07 Estate	1,413.35	378.08	407.28	2,198.71	22,526.00
FGVPM Bukit Sagu 08 Estate	1,775.65	0	454.85	2,233.10	34,524.00
TOTAL	5,544.65	2,460.15	1,520.94	9,525.74	107,082.00

Appendix D: Assessment Plan

Date	Time	Subjects	Hafriazhar	Hu Ning Shing	Mahaswaran
Monday 04/09/2017	PM	Audit team traveling to Yong Peng, Johor	√	√	√
Tuesday 05/09/2017 Bukit Sagu Palm Oil Mill	0830-0900	Opening Meeting: • Opening Presentation by Audit team leader. • Confirmation of assessment scope and finalize Audit plan (including stakeholder's consultation).	√	√	√
	0900-1200	Bukit Sagu Palm Oil Mill Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, etc	√	√	√
	1200-1300	Lunch	√	√	√
	1300-1600	Bukit Sagu Palm Oil Mill Visit to laboratory, weighbridge and palm products storage area. Document review P1-P8: SOPs, Supply chain for CPO mill, review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation etc. Verify previous nonconformitirs.	√	√	√
	1600-1630	Verify any outstanding issues at other sites (if any) & auditors discussion			
	1630-1700	Interim Closing briefing	√	√	√
	Wednesday 06/09/2017 FGVPM Bukit Sagu 4 Estate	0830-1200	FGVPM Bukit Sagu 4 Estate Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill, ,etc.	√	√
0900-1200		Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	√	-
1200-1300		Lunch	√	√	√
1300-1600		FGVPM Bukit Sagu 4 Estate Document review P1-P8: (General documentation e.g Legal, Manual and Procudre, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc)	√	√	√

**RSPO Public Summary Report
Revision 4 (November /2016)**

Date	Time	Subjects	Hafriazhar	Hu Ning Shing	Mahaswaran
	1600-1630	Verify any outstanding issues at other sites (if any) & auditors discussion	√	√	√
	1630-1700	Interim Closing briefing			
Thursday 07/09/2017	0830-1300	FGVPM Bukit Sagu 6 Estate Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, schedule waste management, worker housing, clinic, landfill, etc	√	√	√
FGVPM Bukit Sagu 6 Estate	1300-1430	Lunch	√	√	√
	1300-1600	FGVPM Bukit Sagu 6 Estate Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, TBP, CIP and implementation etc).	√	√	√
	1600-1630	Verify any outstanding issues at other sites (if any) & auditors discussion & preparation for closing meeting			
	1630-1730	Closing meeting	√	√	√
Friday 08/09/2017	AM	Audit team traveling back to KL	√	√	√

Appendix E: Stakeholders Contacted

<p>Internal Stakeholders Bukt Sagu Certification Unit Management team and Staff Representatives from Sustainability Department On site compliance executives Mill Manager and Assistants Estate Managers and Assistants Facility Administrators Gender Committee Representatives Hospital Assistant Male and Female workers Kindergarten Teacher Workers Union Representatives Onsite NUPW secretary</p>	<p>Authorities DOE Kuantan JTK Kuantan</p> <p>Contractors Suria Fajar Impian Jaya Sdn. Bhd. Thiban Selvaraju Contractor</p> <p>External Stakeholders Kindergarten Teacher Religious Class Teacher Village Head representative</p>
--	--

RSPO Public Summary Report
Revision 4 (November /2016)

Appendix F: CPO Mill Supply Chain Assessment Report (Module E: Mass Balance)

Requirements	Compliance
E.1 Definition	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>Bukit Sagu Palm Oil Mill is ready to receive and process both certified and non-certified FFB. Therefore, it uses the Mass Balance supply chain system and module.</p> <p>During the P&C assessment, the audit team verified the volumes and sources of FFB entering the mill, recording through Mill Performance Report (MPR) System and the implementation of processing controls with volume sales of RSPO certified Products.</p>
E.2 Explanation	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report.</p>
<p>E.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p>	<p>The mill has met all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim). RSPO Palm Trace handled by FGV Holdings (HQ) through Marketing Officer in-charge. Bukit Sagu PalmTrace Account UID: RSPO_AC1000001262 & Member ID: RSPO_PO1000001233.</p>
E.3 Documented procedures	
<p>E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>	<p>Following has been sighted in Bukit Sagu Palm Oil Mill:</p> <p>a) RSPO SCCS Model in Felda: Mass Balance - SOP for Mill RSPO SCCS; Doc. No.: FGVPM-RSPO SCCS; Issue 2.0; Rev. 1.0; Date: 1/3/2015; Title: SOP Perkilangan untuk pematuhan Sistem Pensijilan RSPO SCCS (Mass Balance)</p> <p>b) Carta Organisasi AJK Sistem Penyeliaan RSPO SCCS; the Mill Manager Mr. Mohd. Saufee Ibrahim and Assistant Managers are having responsibilities and authority over the implementation on RSPO SCCS requirements as per Management Functions & Job Descriptions. Awareness of the supply chain system among personnel involved including weighbridge clerk, operation supervisor, lab attendant and FFB grader. The manager has overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. Training for weighbridge has been conducted on 23/8/2017.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>As per RSPO SCCS Model in Felda: Mass Balance. SOP for Mill RSPO SCCS; Doc. No.: FGVPM-RSPO SCCS; Issue 2.0; Rev. 1.0; Distribution date: 1/3/2015; Title: SOP Perkilangan untuk pematuhan Sistem Pensijilan RSPO SCCS (Mass Balance). For the incoming FFB, processing and outgoing palm products (CPO and PK). System available to make marking on the</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

	receiving documents to differentiate the certified and non-certified FFB received.
E.4 Purchasing and goods in	
E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.	Daily records are prepared at the entry point at the weighbridge. Daily summary, monthly summary and yearly summary (Sampled Laporan Tahunan CPO ISCC/RSPO 2017 FPIMP755 dated 5/9/2017) documented for all the sources. Records verified by internal and external audit.
E.4.2 The site shall inform the CB immediately if there is a projected overproduction.	The supply chain procedure specified that the person in-charge to inform CB immediately in case of projected overproduction and the interview with all relevant personnel confirmed that the facilities aware of this procedure.
E.5 Record keeping	
E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis. (b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)	Daily records are prepared at the entry point at the weighbridge which enables the segregation of certified CPO (ISCC/RSPO) and non-certified CPO. Daily summary and monthly summary documented for all the certified and non-certified FFB. Computerized (MPR system). Sample taken at Bukit Sagu POM: a. Ticket No.: 01319802; date: 5/9/2017; Wt: 6.34MT; Supplier: Ladang Cerul 3; Category: Non-certified b. Ticket No.: 01319815; date: 5/9/2017; Wt: 7.79MT; Supplier: Ladang Felda Bukit Sagu 7; Category: ISCC (Cert. # DE119-60171080) Up to date, no sales of any RSPO certified palm product since the previous withdrawal date on 30/4/2016 except for ISCC (Jan – Dec 2017 = 794.28 mt & Non-certified (Jan – Dec 2017 = 23947.02 mt). Computerized (MPR system) in place with the delivery deducted accordingly in ILDS (Laporan Perbezaan Berat Timbangan). As the mill monitor the system using MPR system, only positive stock can be delivered. No short selling.
E.5.2 In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement	No outsourcing activities.

Actual Tonnage Certified Palm Production –01 September 2016 – 31 August 2017*

Mill	Capacity	CPO	PK
FGVPM Bukit Sagu Oil Mill	60mt/hr	16,318.64	3,838.73

*Historical records for reference & comparison purpose only

Actual Tonnage Sales of Certified Palm Products – 01 September 2016 – 31 August 2017

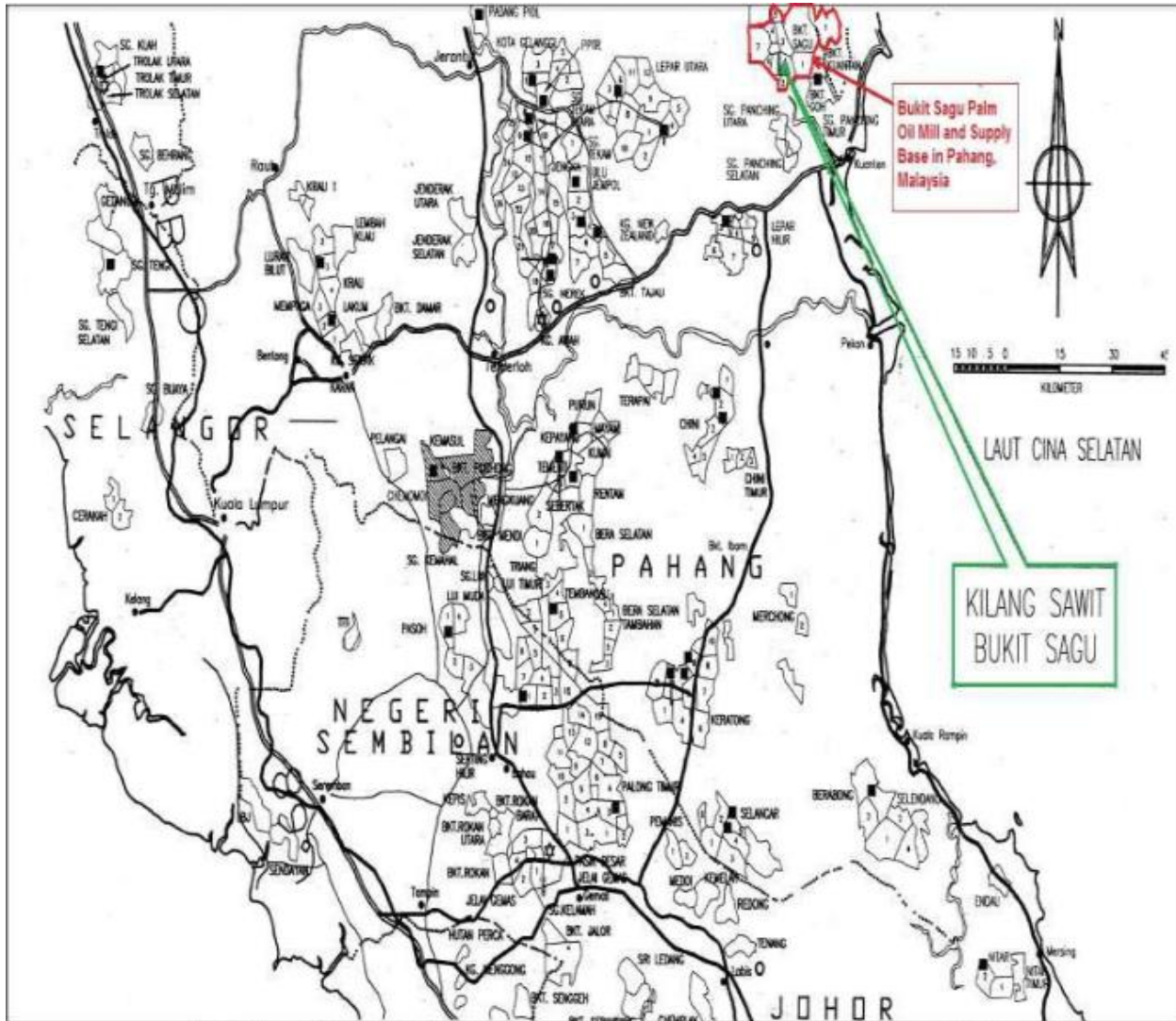
Mill	Certified CPO Sales	Certified PK Sales	Remarks
FGVPM Bukit Sagu Palm Oil Mill	Nil	Nil	Not certified yet

**RSPO Public Summary Report
Revision 4 (November / 2016)**

Actual Monthly Tonnage of FFB Received – 01 September 2016 – 31 August 2017

Month	Own Supply Base (Estates)			
	FGVPM Bukit Sagu 4 Estate	FGVPM Bukit Sagu 6 Estate	FGVPM Bukit Sagu 7 Estate	FGVPM Bukit Sagu 8 Estate
Sept 2016	2,651.90	1,167.00	1,071.67	3,567.75
Oct 2016	2,369.67	1,019.96	957.50	3,398.22
Nov 2016	2,128.26	1,005.64	972.20	3,103.26
Dec 2016	1,886.50	889.80	1,117.49	3,203.58
Jan 2017	1,528.88	748.74	1,117.78	2,509.41
Feb 2017	1,203.04	378.96	1,173.12	1,769.39
Mar 2017	1,312.11	346.12	1,520.22	1,557.21
April 2017	1,792.11	490.31	1,911.65	1,945.66
May 2017	1,972.95	601.51	2,105.25	2,001.52
June 2017	1,529.45	601.70	1,408.03	1,822.70
July 2017	2,707.61	959.68	1,852.67	2,909.24
Aug 2017	3,274.64	1,047.49	1,540.18	2,836.07
Total	24,357.12	9,256.91	16,747.76	30,624.01

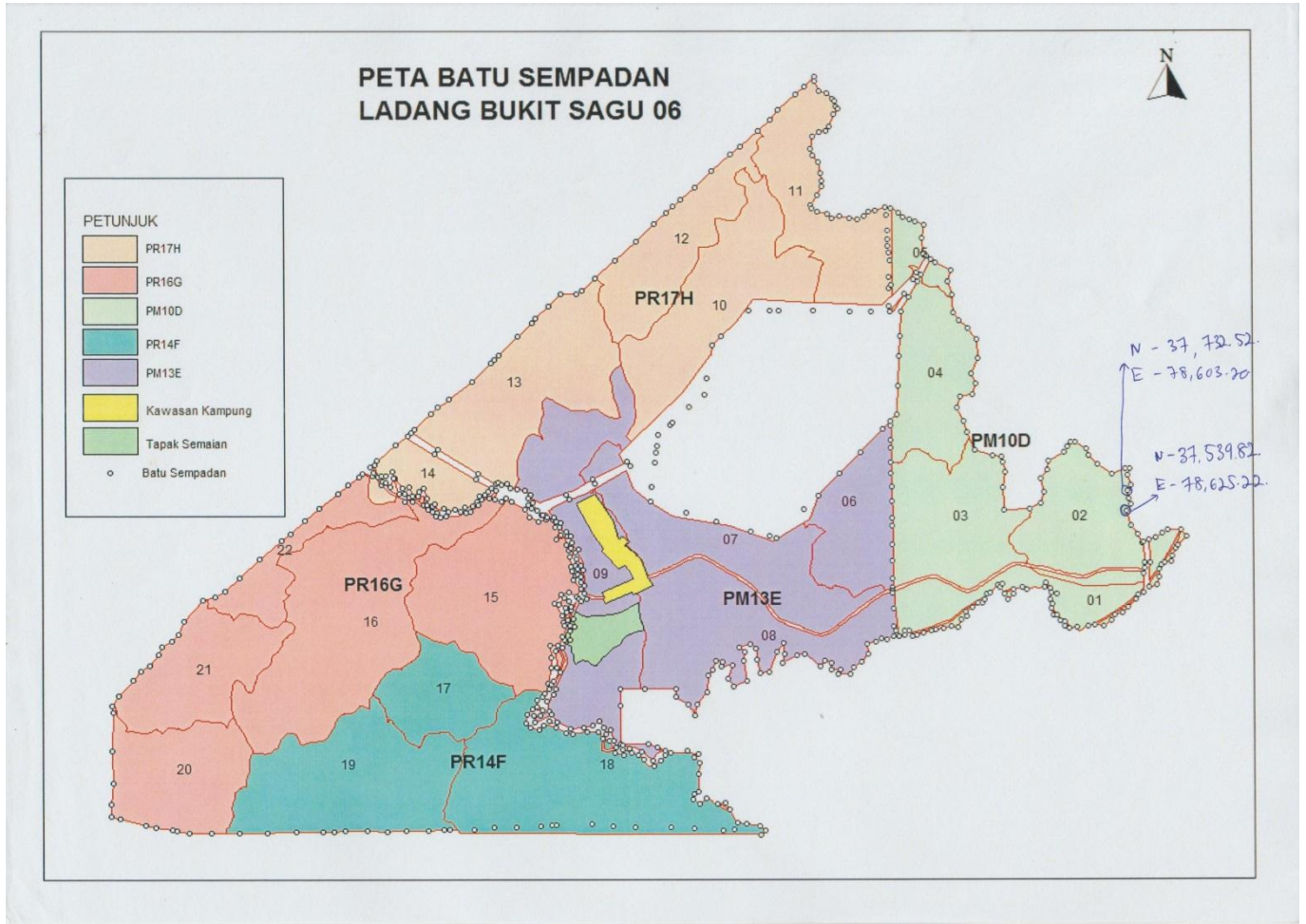
Appendix G : Location Map of FGVPM Bukit Sagu POM and Supply Bases



Appendix H: FGVPM Bukit Sagu 04 Estate Field Map



Appendix I: FGVPM Bukit Sagu 06 Estate Field Map



Appendix J: GHG Reporting Executive Summary

The GHG emissions that were produced in 2016 for Bukit Sagu Palm Oil Mill and supply base was calculated using the GHGpalm Calculator version 3.0. The assessment team had verified the data input in the GHGpalm Calculator against operations records. Palm GHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for estates.

The summary of the Net GHG emitted in 2016 for Bukit Sagu Palm Oil Mill and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.51
PKO	0.51

Extraction	%
OER	20.15
KER	4.74

Production	t/yr
FFB Process	80,985.80
CPO Produced	16,318.64
PKO Produced	3,838.73

Land Use	Ha
OP Planted Area	8,004.80
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	0
Total	8,004.80

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	61,031.45	0.71	-	-	-	-	-	-
CO ₂ Emission from fertilizer	4,963.57	0.06	-	-	-	-	-	-
NO ₂ Emmision	4,554.68	0.05	-	-	-	-	-	-
Fuel Consumption	346.16	0.00	-	-	-	-	-	-
Peat Oxidation	0	0	-	-	-	-	-	-
Sink								
Crop Sequestration	-57,849.71	-0.67	-	-	-	-	-	-
Conservation Sequestration	-123.8	0.00	-	-	-	-	-	-
Total	12,922.35	0.15	-	-	-	-	-	-

**RSPO Public Summary Report
Revision 4 (November / 2016)**

**Note: Includes both estates*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	11,927.12	0.14
Fuel Consumption	1,234.94	0.01
Grid Electricity Utilisation	469.76	0.01
Credit		
Exports of excess electricity to housing & grid	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	13,631.82	0.16

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO₂e
PK from own mill	3,838.73
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	2
Divert to anaerobic diversion (%)	98

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix K: List of Abbreviations Used

AMESU	All Malaysia Estate Staff Union
AN	Ammoniacal Nitrogen
ASA	Annual Surveillance Assessment
BOD	Biological Oxygen Demand
CHRA	Chemical Health Risk Assessment
CIP	Continual Improvement Plan
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
DOE	Department of Environment
DOSH	Department of Occupational Safety & Health
EFB	Empty Fruit Bunch
EIA	Environmental Impact Assessment
EMS	Environmental Management System
ERP	Emergency Response Plan
FFB	Fresh Fruit Bunch
FGVPMSB	Felda Global Ventures Plantations (M) Sdn Bhd
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
MAPA	Malayan Agricultural Producers Association
MPOA	Malaysian Palm Oil Association
MSDS	Material Safety Data Sheet
MSPO	Malaysian Sustainable Palm Oil
MY-NI	Malaysian National Interpretation
NGO	Non Governmental Organisation
NUPW	National Union of Plantation Workers
OSH	Occupational Safety & Health
O&G	Oil and Grease
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
PPE	Personal Protective Equipment
RED	Renewable Energy Directive
RSPO	P&C Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SS	Suspended Solids
TS	Total Solids
VFA	Volatile Fatty Acids