

RSPO PRINCIPLES & CRITERIA
PUBLIC SUMMARY REPORT
ANNUAL SURVEILLANCE ASSESSMENT
1

<p>Colombia</p> <p>OLEOFLORES</p> <p>Oleoflores S.A.S.</p> <p>2017</p>
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Report prepared by:	Oscar Javier Lugo Ramos	(Lead Assessor)
Certification decision by:	Gerben Stegeman	(Certifier)
Certifying Office		
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Control Union Certifications	
<p>Control Union Certifications is a member of the Control Union World Group - an international inspection and certification body. CUC performs assessments and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, GLOBALGAP, HACCP, BRC, GMP and GTP.</p> <p>CUC is accredited by the Dutch Council of Accreditation (RVA) on the European quality standard EN 45011 for the inspection and certification of CUC Organic program (according to the EU regulation 2092/91) and GLOBALGAP program. When requested a copy of the accreditation certificate can be obtained from CUC.</p> <p>Control Union (Malaysia) Sdn Bhd is a registered affiliate member of RSPO and is a private limited company owned by the Control Union World Group based in Malaysia. Control Union (Malaysia) Sdn Bhd is authorized to conduct and issue certification on behalf of RSPO and Control Union Certifications.</p>	
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Affiliate Membership	http://www.rspo.org/en/member/339

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PART 1: SCOPE OF THE CERTIFICATION ASSESSMENT AUDIT

1.1 Company and Contact Details

Company Name:	Oleoflores S.A.S
Business Address:	Head office: Cra. 58 N° 64 – 82, Barranquilla
Contact Person:	Mr. Diego Pierrend
Office Telephone:	Barranquilla Office: (+57) 53441086
E-Mail:	cjmurgas@oleoflores.com // dpierrend@oleoflores.com
Web Site:	http://www.oleoflores.com
Other Certifications Held:	ISO 9001

1.2 RSPO Membership & Certification Details

RSPO Membership Number:	2-0530-14-000-00
Registered Client Name:	OLEOFLORES S.A.S.
Certificate Number:	CU-RSPO-835104
Start Date Of Certificate:	10 th March 2016
End Date Of Certificate:	9 th March 2021
Date Of Original Certification:	10 th March 2016
Scope:	Certification of the Palm Oil Mill and Supply Bases
Type Of Certification:	Single site <input checked="" type="checkbox"/>
Duration Of Certificate:	5 Years from date of certification

1.3 Annual Surveillance Assessment Details

Dates Of This Audit:	05-09 and 12-16 June, 2017
Audit Number:	ASA1

1.4 Assessment Type

This is a RSPO Principles & Criteria Compliance assessment of the palm oil mill and its respective supply bases as listed in this report below.

1.5 Location of the Palm Oil Mill

Name Palm Oil Mill (POM)	Mill Capacity MT/Hour	Location Address	GPS Reference	
			Longitude	Latitude
Oleoflores	42	Agroindustrial Complex: Km 5 via Codazzi – Valledupar, Hacienda Las Flores	73°14"8.00" W	10°5"52.7" N

1.6 Palm Oil Mill Output and Approximate Tonnages Certified

Figures below are from:

- Only from certified supply bases (Y/N). **N**
- Combining certified with uncertified supply bases (Y/N). **Y**
- If the Mill is receiving FFB from uncertified supply bases outside the audit scope, such uncertified sources is highlighted under the following sections as seen applicable:
 - a. PART 1, Section 1.7 – General Description of Supply Base,
 - b. PART 2: Partial Certification, Section 2.4 – Uncertified Units or Holdings,
 - c. PART 5: RSPO Supply Chain Certification of this report

Projected Production from the	Actual Production for this Audit Year	Projected 12 Months (MT)
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last 12 Months (MT)			2016/2017 (MT)			Forecast Volume in this Report		
FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
285,963	62,910	12,850	42,446	9,763	2,122	68,188	15,432	3,409

Note: refer to part 5.2 for e-trace certified volume

1.7 General Description of Supply Base

The supply base included in this certification scope is owned by Oleo Flores S.A.S. which was planted from 1975 onwards and have been replanting since 2000 (1,500 hectares) and 164 smallholders. For the first ASA1 the company has decided to include 164 smallholder more than the first visit giving as a total 300 Smallholders associated producers to the Company. This gives as result a total area of 8395,6 hectares.

It is important to note that during 2015 and 2016 plantations in Colombia were affected by long drought period giving as result less yield than expected. This year and next year it is expected to improve the weather and more rain falls are forecasted expecting an improvement on yield for the production 2017 to 2018

Farms certified belonging to Oleoflores S.A.S., table: OPP1

				Total	Mature
Las Flores	Km 5 vía Codazzi - Valledupar	73° 14'34" W	10° 05'49" N	1,127.8	1,029.1
El Carmen	Agustín Codazzi - Cesar	73° 15'30" W	9° 58'27" N	357.5	357.5

1.7.1 Location of the Supply Base

OPP	Oil Palm Plantation	Location	GPS reference		Area Summary (Ha)	
	Name	Address	Longitude	Latitude	Total	Mature
OPP 1	Oleoflores S.A.S.	Km 5 vía Codazzi - Valledupar	73° 14'34" W	10° 05'49" N	1,127.8	1,029.1
OPP 2	Promotora Hacienda Las Flores (smallholders)	Calle 2ª # 6-87, Tibú - Norte de Santander	72°44'17" W	8°38'24" N	6,910.3	3,801.63
TOTAL					8,395.6	5,188.23

1.7.2 Statistics of the Supply Base and Estimated Tonnes of FFB produced per year

OPP	Oil Palm Plantation	Estimated FFB/Year (MT)	Planting Years	Cycle (Years)
OPP1	Oleoflores S.A.S.	26,958	1982-2016	25 to 30 years
OPP2	Promotora Hacienda Las Flores	41,230	2002-2016	25 to 30 years
TOTAL		68,188		

Only use data from 1.7.3 in the eTrace Summary

1.7.3 Conservation and HCV Area (Ha)

OPP	Oil Palm Plantation	Conservation Area (Ha)	HCV Area (Ha)	* HCV part of Conservation
OPP 1	Oleoflores S.A.S.	858	0	No
OPP2	Promotora Hacienda Las Flores	0	1,434.51	Yes
TOTAL		858	1,434.51	

* Indicate if HCV area is part of the Conservation Area. If the HCV area is part of the Conservation Area, then "YES" otherwise, "No"

1.7.4 Percentage of Planted Oil Palm by different Age Ranges

OPP	Planting Years by 5-year Ranges					
	1982 – 1995	1996 – 2000	2001 – 2005	2006 – 2010	2011 – 2016	Total
OPP 1	74.29 ha (7%)	469.2 ha (38%)	52.34 ha (4%)	433.79 ha (36%)	189 ha (15%)	1,218.62 ha (100%)
OPP 2	---	---	1,286.94 ha (33.85%)	1,635.99 ha (43.03%)	878.7 ha (23.11%)	3,801.63 ha (100%)

1.7.5 Calculation of the Number of Production Units (N) to Sample for the Mill

$N = 0.8\sqrt{Y}$, where “Y” is the number of units, with the result always to be rounded “up” to the next whole integer. Where only a sample of the supply base is assessed, units not previously assessed, or assessed earlier in the certification program, are to be preferred over those more recently assessed

For the Mill, how many units make up the production base?

Owned estates (Y)	$N = 0.8\sqrt{Y}$	Smallholders (Z)	$N = 0.8\sqrt{Z}$
1	1	300	Total 15

Explanation as to the selection of estates sampled

During this audit, the owned estate and fifteen smallholders are visited. Smallholders were selected for their geographic location and different sizes of farms.

Smallholders Scheme 1

300 smallholders in certificate.

Surveillance sample: 15

$X = 0.8 * \sqrt{Y}$ A sample of 15 site selected

The farmers were selected considering the size of the farm, geographical situation and either new and all supplier (growers) of the product.

e.g. It was visited 7 smallholders with less than 10 ha, 8 small holders with production between 30 to 50 ha and the two farms of Oleoflores

Every day was selected the smallholders in different regions geographically.

IT was visited 7 new and 8 old growers

1.8 Progress of associated Smallholders or Out-growers, if applicable to this assessment

Progress of associated Smallholders or Out-growers towards Compliance with relevant Standards - should be in accordance to the 3-year implementation plan, if applicable to this assessment

During the visit of this year it was observed an improvement on the implementation of the standard RSPO in the principles related to social and Security of the workers.

All smallholders including the new ones could show improvements based on social issues and safety issues. the equipment for workers has been correctly implemented. Therefore, they could be certified this year on this.

Plantations such as Maria La Baja have been planted in year schedule plan since 2002. All estates have had agricultural or livestock (cattle) use since the 80's. Document of the Agricultural Regional Authority confirming the use of land for agricultural purpose since the 80's (agricultural use before palm: rice, cotton, cattle, corn).

In the Mill, internal improvements (structural/operational) are implemented as well as the personnel/workers in the RSPO and ISO9001 certifications are involved. Estate is in compliance with the applicable national/regional laws & regulations for the mill operation (Environmental Operational Plan, Regional Registration, Operation Authorization) that is confirmed with CARDIQUE (Corporación Autónoma del Dique, Local Authority for Environmental and Operational Approval). All documents in place in the mill as well as for the land ownership (own states which can be found in the main office in Barranquilla). Professional personnel in the mill within different responsibilities: Industrial safety (Health & Safety), operational management, quality management assistant, environmental analyst, human resource coordinator, storage assistants, operational and workshop personnel. Internal strength within new personnel and the Quality Management System integration within this units (mill and owned estates).

Estate maintains commitment to certify their units within this location (Maria La Baja mill and estates), the

internal changes within 2016 made them re-evaluate all the implementation process initially set (in 2015). They have been more articulated with the responsible areas and personnel with RSPO requirements. Their mill and estates are now following a specific implementation plan as well as a time bound strategy to obtain their certification in 2018. On 2016 (August) they made an internal assessment which made them re-organize their implementation priorities.

1.9 Location Map for this Certification Unit (See Appendix 1)

PART 2: PARTIAL CERTIFICATION

The rules for partial certification allow organizations that have a majority holding in and / or management control of more than one autonomous company growing oil palm to certify individual management units and / or subsidiary companies subject to certain rules.

2.1 Management Structure

Section	Criteria	Yes/No	If "Yes"	If "No"
2.1.1	Is the certified operation (POM and supply base as detailed above) a stand-alone operation and there are no other plantations or mills owned by the same company?	No	Section 2 is N/A	Go to 2.1.2
2.1.2	Is the certified operation part of a simple structure of operations owned by one company?	Yes	Go to 2.1.5	Go to 2.1.3
2.1.3	Are there statements of the ultimate controlling shareholders and directors in the managing agency company/companies:	-	Go to 2.1.4	Go to 2.2.1
	a. Explaining the legal relationship and the management arrangements with the subsidiary companies and / or with any operating groups?			
2.1.4	b. A statement of commitment to complying with the spirit of the RSPO for all companies and subsidiaries involved with the growing of oil palm and for the production of palm oil?	-	Go to 2.4	Go to 2.2.2
2.1.5	Is there a time bound plan in place for all subsidiaries, estates and palm oil mills?	Yes	Go to 2.3	2.2.3
2.1.6	Is the parent company or one of its majority owned and / or managed subsidiaries a member of RSPO.	-		

2.2 Non-compliance Identified with 2.1 Above

Section	Non-compliance findings	NC raised	Category
2.2.1	There is no explanation as to the company's structure and therefore it is not possible to conduct an effective audit against the rules for partial certification.	-	Major
2.2.2	There is no statement of commitment to complying with the spirit of the RSPO for all companies within the company structure.	-	Major
2.2.3	There is no time bound plan in place for the certification for all subsidiaries, estates and mills.	-	Major
2.2.4	No applicable membership of the RSPO.	-	Major

2.3 Summary of the Time Bound Plan

Section	Requirement	Findings and any action required	Compliance
2.3.1	Does the plan include all	Yes. Includes Maria La Baja Mill (1) and the owned estates (7 farms, 982 hectares in total). During the visit it was given and	Yes

	subsidiaries, estates and mills?	shown the maps reference and maps of all estates and their mill in this area. All estates are properly delimited	
2.3.2	<p>Is the time bound plan challenging?</p> <ul style="list-style-type: none"> ➤ Age of plantations. ➤ Location. ➤ Mill development. ➤ Infrastructure. ➤ Compliance with applicable law. 	<p>Yes, the time bound plan is challenging due to the distance (locations) and cultural issues (internal and external personnel) concerning the plantations (in Maria La Baja) as for the smallholders in Tibú.</p> <p>Maria La Baja's plantations have been planted in year schedule plan since 2002. All estates have had agricultural or livestock (cattle) use since the 80's. Document of the Agricultural Regional Authority confirming the use of land for agricultural purpose since the 80's (agricultural use before palm: rice, cotton, cattle, corn).</p> <p>In the Mill, Oleoflores is implementing internal improvements (structural/operational) as well as involving the personnel/workers in the RSPO and ISO9001 certifications. We are in compliance with the applicable national/regional laws & regulations for the mill operation (Environmental Operational Plan, Regional Registration, Operation Authorization) that is confirmed with CARDIQUE (Corporación Autonoma del Dique, Local Authority for Environmental and Operational Approval). All documents in place in the mill as well as for the land ownership (own states which can be found in the main office in Barranquilla). Professional personnel in the mill within different responsibilities are well described e.g. Industrial safety (Health & Safety), operational management, quality management assistant, environmental analyst, human resource coordinator, storage assistants, operational and workshop personnel.</p>	Yes
2.3.3	Have there been any changes since the last audit? Are they justified?	Yes, there have been several changes since the last audit. Initially plan projection to certified the mill in Maria La Baja and their 7 estates in this follow-up audit June 2017 (Year 1, ASA1). Different internal operational changes delayed the implementation process. Personnel re-organization, internal management changes, structural machinery changes and new administration.	Yes
2.3.4	If there have been changes, what circumstances have occurred?	The company maintains commitment to certify their units within this location (Maria La Baja mill and estates), the internal changes within 2016 made them to re-evaluate all the implementation process initially set (in 2015). It was observed an articulated with the responsible areas and personnel with RSPO requirements. Oleoflores' mill and estates are now following a specific implementation plan as well as a time bond strategy to obtain certification in 2018. On 2016 (August) they made an internal assessment to re-organize implementation priorities.	Yes
2.3.5	Have there been any stakeholder comments?	<p>The company have good relations with the local government, NGO's, community and the national entities in the area. they participate in the monthly meetings that take place in the area that are organized by the local authorities as well as participating in other specific committees in the area.</p> <p>FUNDEMARÍA and the Social Assistants working with Promotora (Oleoflores office) in Maria La Baja, are the ones in charge and</p>	Yes

		<p>manage the main approaches towards the workers, population and stakeholders.</p> <p>FUNDEMARIA, a Social Organization (Foundation) which receives financial and personnel support from Maria La Baja Mill (associates) has a very positive impact in the surroundings and communities. Positive relationship with local government, authorities, communities, educational entities, public and private companies in the area (Maria La Baja).</p> <p>The stakeholders meeting are carried out by Fundemaria which contemplates the needs within the local communities to organize the meetings and obtain feedbacks. There's a positive attitude towards the actions made by the foundation. Comments and request are received by the Foundation Director, which are then prioritize within the general activities.</p>	
2.3.6	Have there been any newly acquired subsidiaries?	No newly acquired subsidiaries.	N/A
2.3.7	Have there been any isolated lapses in the implementation of the plan?	Time lapses concerning structural and technical operational issues (machinery maintenance and setting up new ones) as well as internal organization changes within employees and personnel.	Yes
2.3.8	Has there been any systematic failure to proceed with the implementation of the plan?	Yes. The initial time bound plan presented in 2015 was changed due to several internal reasons, so the company started to re-evaluate the initial plan to a more structured plan in 2016 with direct responsible in the critical areas (environmental, safe and health, operations, quality management). On 2016 (August) they made an internal assessment to re-organize our implementation priorities.	Yes
2.3.9	General statement as to progress made since the last audit?	The company is managing a +/- 50% compliance towards the RSPO P&C for our mill and owned estates implementation. The company is confident and expect to elevate this compliance within the end of 2017.	Yes

2.4 Un-Certified Units or Holdings

NOTE: Companies may demonstrate compliance by clear evidence of a self-audit (i.e. an internal audit for all subsidiaries, estates and Palm Oil Mills)

Section	Requirement	Findings and any action required	Compliance
2.4.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Internal assessments had been made in 2016 to re-evaluate their implementation process so far as well as to re-evaluate the initial plan. Internal Management review these assessments as to approve any additional actions.	Yes
2.4.2	<p>No replacement after dates defined in NIs Criterion 7.3 of:</p> <ul style="list-style-type: none"> Primary forest. Any area identified as 	<p>No HCV areas identified in Maria Baja , nor Primary Forest. All lands and estates of the company are agriculture lands. Historically the estates have been cultivated with cotton, rice or have been livestock farms (cattle areas).</p> <p>Attached is the Local (Regional) Authority confirming the agricultural land-use since the 80-90's. As well as the maps with historical georeferenced</p>	Yes

	<p>containing High Conservation Values (HCVs).</p> <ul style="list-style-type: none"> Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	All planting areas are in agricultural land. Re-plantings. Agricultural land-use change, in comply with national law & regional regulations. Oleoflores has been a member since 2014.	
2.4.3	Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	All planting areas are in agricultural land. Re-plantings. Agricultural land-use change, in comply with national law & regional regulations. Oleoflores has been a member since 2014.	Yes
2.4.4	Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.	No reports of land conflicts. Registration documents of all own estates property in order and legal with Promotora Las Flores / Oleoflores S.A.S (office in Maria La Baja) all in place in the main office in Barranquilla.	Yes
2.4.5	Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p>No labour disputes reported. Human Resources Management has its procedures in place as well as established mechanisms for any labour or personnel request within the internal workers. Any process, depending on its risk level its mutually discuss.</p> <p>The company carries out monthly meetings with the mill associates (stakeholders), to expose the new plans and changes in regulations that may apply to the operations. Land and mill issues are raised during this meeting. No critical labor or operational disputes.</p>	Yes
2.4.6	Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	Compliance with legal requirements in place and properly managed through Promotora las Flores office in Maria La Baja in coordination with main office in Barranquilla (Promotora Las Flores and Oleoflores S.A.S).	Yes

TIME BOUND PLAN FORECAST FOR RSPO CERTIFICATION OF ALL PALM OIL MILLS & SUPPLY BASES				
Palm Oil Mill	Country	Supply Bases (estates, plantations, associations)	Targeted RSPO Certification Year	Current Certification Status as per this Audit
Maria La Baja	Colombia	POM	2018	NA
Oleoflores Estates	Colombia	Finca Aguas Blancas 332 has. totales – 292,72 has.	2018	NA

		sembradas Finca Rosario ☐ 62 has. en total – 58,11 has. sembradas Finca Aguas Vivas ☐101 has. totales – 93,25 has. sembrada Finca Candelaria ☐ 304 has. en total – 276,90 has. sembradas Finca Santa Teresita☐34has. totales – 30,94 has. sembrada Finca Santa Helena ☐ 24 has. en total – 23,29 has. sembradas Finca Cucal ☐ 125 has. en total – 107,42 has. sembradas TOTAL 982 Has. En total 882,63 has. sembradas		
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With reference to time bound plan, the following issues were reviewed openly with the Control Union audit team during the assessment and which may be in conflict with the rules for partial certification, if applicable	
Name of Mill or Plantation	*Area of concern (See examples below)
N/A	N/A because there are not conflicts on the requirements of the partial certification as it was mentioned above.
Include any known concerns, media reports and major issues both present and from the past covering, for example: <ul style="list-style-type: none"> • Replacement of primary forest or any area containing HCV's since November 2005. • Evidence of non-compliance with the law • Legal issues • Compensation payments • Social relations • Burning • Labor disputes 	

2.5 Summary of the findings for Partial Certification
<i>The audit team assessed compliance with the above requirements during this audit. Failure to address any non-compliance identified may lead to certification suspension.</i>
NO no-conformities were found.

2.6 Partial Certification Audit Agenda		
Date	Location	Agenda
Wednesday 14/06/2017	Oleoflores S.A.S. Complejo Agroin-	0800 – 1800: Partial Certification related to The RSPO .

	<p>dustrial. Hacienda Las Flores, Vía Codazzi - Valledupar, Km 5. Agustín Codazzi - Cesar</p>	
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PART 3: AUDIT PROCESS

3.1 About the Certification Body

Control Union Certifications is a member of the Control Union World Group – an international inspection and certification body. CUC performs Audits and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, GLOBALGAP, HACCP, BRC, GMP and GTP.

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3.2 Audit Team

Lead auditor:	Oscar Javier Lugo Ramos
Team member 1:	Boris Villarreal
Team member 2:	Monica Duran
Team member 3:	Andrea Turriago (Trainee/observer)

3.2.1 Qualifications of the Lead Auditor

Requirement	Qualifications
A minimum of post high school (post-secondary school) training in either agriculture/forestry, environmental science or social sciences;	Agronomic Engineer 2001 with more than 13 years working experience in plantation. Experience in audit RSPO, Global Gap, Organic farming Auditing.
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	More than 10 years working experience in plantation. Involved in RSPO auditing since 2013. Experience as auditor in various standards: Global Gap, SA8000, Rainforest Alliance, Organic production Standards for Colombia, Europe, Japan and the United States (USDA-NOP), RSPO (Roundtable on Sustainable Palm Oil), Bonsucro and Phillip Morris International (GAP and ALP-Agriculture Labor Practices).
Training in the practical application of the RSPO criteria, and RSPO certification systems;	Successfully completed RSPO Lead Auditor Training in February 2014 and RSPO SCC Training Course in October 2014. Involved in RSPO assessment since 2013 and audits conducted in Colombia. Member of CUC RSPO audit team.
Successfully completion of an ISO 9000:19011 lead auditors course;	Successfully completed ISO 9001:2008 lead auditor course in June 2012.

Training in the practical application of RSPO certification systems.	Successfully completed RSPO Lead Auditor Training in February 2014. Successfully completed RSPO SCC Training Course in October 2014. Involved in RSPO assessment since 2013. CUC RSPO audit team. Involved in audits conducted in Colombia.
A supervised period of training in practical auditing against the RSPO criteria or similar sustainability standards, with a minimum of 15 days audit experience and at least 3 audits at different organizations.	Involved in RSPO assessment since 2013. Member of CUC RSPO audit team. Involved in audits conducted in Colombia.
RSPO endorsed lead auditors course.	Successfully completed RSPO Lead Auditor Training in February 2014.
Signed code of conduct.	Signed with CUC
General knowledge of:	
• RSPO P&C standards.	Sound knowledge of the P&Cs and Local Interpretations.
• CUC organizational structure.	Sound understanding and has prepared training documents for others.
• CUC quality systems.	Sound understanding and has prepared training documents for others.
• Lead auditor role.	ISO 9001. Prepared an ISO 19011 training course and conducts internal training on auditing techniques.
• Report writing.	Extensive experience in report writing
• Stakeholder consultation.	The process and need for this is fully understood
• Certification decision process.	Full understanding.
• RSPO SCCS program manual.	Full understanding.
• CUC filing systems.	Full understanding.
• Correct use of RSPO trademarks.	Full understanding.
• History and objectives of RSPO.	Full understanding.
• CV available.	Upon request.
Completion of CUC RSPO lead auditor training.	Completed & Passed RSPO Lead Auditor training in 2015.

3.2.2 Qualifications of the Assessment Team

RSPO Requirement	Team Member Name	Qualifications
Fluent in main local languages and English.	Mrs. Monica Duran Ayala	Fluent in Spanish local language (Colombian citizen) and able to understand English.
	Mr. Boris Villareal Morales	Fluent in Spanish local language (Colombian citizen) and able to understand English.
	Mr. Oscar Lugo Ramos	Fluent in Spanish local language (Colombian citizen) and able to understand English.
Field working experience in the palm oil sector, or a demonstrable equivalent.	Mrs. Monica Duran Ayala	Social Specialist. Industrial Engineering. Human Resources Specialist. Environmental Management Specialist. RSPO Lead Auditor training (Proforest 2013) Experience as Management System Coordinator in a plantation (Palmas del Cesar 2009 - 2014). Experience under environmental management System and implementing environmental RSPO criteria in oil palm company.

	Mr. Boris Villareal Morales	Colombian Biologist. Environmental Specialist. Experience in HCV evaluations. Assisted to different RSPO courses of standard understanding and NPP.
	Mr. Oscar Lugo Ramos	More than 7 years working experience in Plantation. Involved in RSPO auditing since 2013. Experience as auditor in various standards: GlobalG.A.P, Organic Production Standards for Colombia, Europe, Japan, United States (USDANOP), Korea and Sweden (KRAV), RSPO (Roundtable on Sustainable Palm Oil) and GRASP (GlobalG.A.P. Risk Assessment on Social Practice).
Good agricultural practices (GAP), integrated pest management (IPM), pesticide and fertilizer use.	Mr. Oscar Lugo Ramos	Lead auditor Agronomic Engineer 2007 with more than 7 years working experience in plantation. Experience in audit RSPO, Global G.A.P., and Organic farming auditing.
	Mr. Boris Villareal Morales	Colombian Biologist. Environmental Specialist.
Health and Safety auditing on the farm and in processing facilities. (For example OHSAS 18001 or occupational. Health and safety assurance system).	Mrs. Monica Duran Ayala	Social Specialist. Business administrator. Experience under environmental management System and implementing environmental RSPO criteria in oil palm company. Knowledge in economics, labor and laws of Colombia.
	Mrs. Monica Duran Ayala	Social Specialist. Business administrator. Experience under environmental management System and implementing environmental RSPO criteria in oil palm company. Knowledge in economics, labor and laws of Colombia.
Environmental and ecological auditing. (For example, experience with organic agriculture, ISO 14001 or environmental management systems).	Mr. Boris Villareal Morales	Colombian Biologist. Environmental expert in wildlife conservation. With extended research, in tropical rare and endangered species as birds, reptiles, apes as well as tropical flora. He is trained in integrated quality management systems evaluations such as ISO14000. BPM among others
	Mr. Oscar Lugo Ramos	More than 7 years working experience in Plantation. Involved in RSPO auditing since 2013. Experience as auditor in various standards: GlobalG.A.P, Organic Production Standards for Colombia, Europe, Japan, United States (USDANOP), Korea and Sweden (KRAV), RSPO (Roundtable on Sustainable Palm Oil) and GRASP (GlobalG.A.P. Risk Assessment on Social Practice).

Economic issues.	Mr. Oscar Lugo Ramos	More than 7 years working experience in Plantation. Involved in RSPO auditing since 2013. Experience as auditor in various standards: GlobalG.A.P, Organic Production Standards for Colombia, Europe, Japan, United States (USDANOP), Korea and Sweden (KRAV), RSPO (Roundtable on Sustainable Palm Oil) and GRASP (GlobalG.A.P. Risk Assessment on Social Practice).
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3.3 Audit Methodology

3.3.1 General Overview

The Audit was carried out in conformity with the procedures as laid down in the CUC Procedure Manual and the RSPO Program Manual for the auditors and Certifier. During the Audit, the qualified CUC auditors used the RSPO standard as endorsed for the country in which the audit took place and recorded their findings.

Workers and local communities were interviewed and evidence sought to confirm ongoing compliance to include:

- **Chemical stores.** Storage, MSDS leaflets, Herbicide mixing areas, PPE, Ventilation, Security.
- **Field inspections.** Herbicide application programs. Harvesting sites and efficiency. Fertilizing operations. SOP's. Soil maps. Land preparation. Ground cover. IPM. First aiders and boxes. Ground cover. Soil erosion. Field observations of all operations.
- **Worker interviews.** OSH. Sexual, religious, racial harassment. Pay and contracts. Child labor. First aid. Awareness.
- **Re-planting sites.** Zero burn.
- **HCV's.** Identification. Management plans. Environmental Impact Assessments. Implementation.
- **Riparian zones.** Width. Current and future management. Non-maintenance regimes.
- **Water management.** Water courses. Water monitoring.
- **Road maintenance.** Run off.
- **Social amenities.** Social Impact Audits.
- **Local communities.** Contributions made. Employment opportunities. Social impacts. Complaints procedures.
- **Workshops.** Oil traps. Safe working environment. PPE. Diesel tanks. Environmental waste management.
- **Line sites.** Interviews with householders. Inspection of water discharge points. Water improvement plans. Waste disposal.
- **Documentation review.**

The Palm Oil Mill audit verification included the following activities:

- **Mill and workshop inspections.** Documentation review & worker interviews.
- **Mill.** SOP's. Safe working environment. Gen sets. Walk ways. Signs. EFB. POME treatment. Emissions. Mass balance. Diesel tanks. PPE. Fire extinguishers. First aiders and boxes. Fuel and water usage.
- **OSH.** Training. Management structure. First aiders.
- **Full document review.** Completion of the checklist. Review and documentation of evidence. All aspects of RSPO P&C's applicable.
- **Worker interviews.** OSH. Sexual, religious, racial harassment. Pay and contracts.
- **Compliance against the RSPO SCCS certification scheme.**

Verification:

Verification of implementation was done through field observations, workshop and chemical store inspections, worker and community interviews and mill inspections as summarized above.

3.3.2 Assessment agenda for this Audit		
Date	Location	Main activities
Monday 05/06/2017	Promotora Hacienda Las Flores. Tibú - Norte de Santander Associated/scheme Smallholders: 1. Alvaro Mantilla Vargas. 2. Cristina Álvarez Arias. 3. Luz Eleyda Cuadros Galvis. Tibú - Norte de Santander	0800 – 0830: Opening meeting Introduction by team leader 0900 – 1200: Stakeholder consultation
		0900 – 1800: Document review <ul style="list-style-type: none"> • Document review [EIA, SIA, CIP, Business Plan] • Complaint mechanism / Request & respond • Best agricultural practices • Safety and Health Site verification <ul style="list-style-type: none"> • Best agricultural practices • Manuring, Spraying, Harvesting, • HCV / Conservation Area • Legal compliance / boundary • Chemical / Pesticide / Fertilizer Stores • Workers interview • Worker’s facilities (housing, pay, etc) • Stakeholder consultation if required.
Tuesday 06/06/2017	Associated/scheme Smallholders: 4. Alba Mongui Ovallos. 5. Keyber Santamaría. 6. Metodio Díaz Ramírez. Tibú - Norte de Santander	0800 – 1800: Document review <ul style="list-style-type: none"> • Document review [EIA, SIA, CIP, Business Plan] • Complaint mechanism / Request & respond Best agricultural practices • Safety and Health Site verification <ul style="list-style-type: none"> • Best agricultural practices • Manuring, Spraying, Harvesting, • HCV / Conservation Area • Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores • Workers interview • Worker’s facilities (housing, pay, etc) • Stakeholder consultation if required
Wednesday 07/06/2017	Associated/scheme Smallholders: 7. Samuel Ovidio Saenz Herrera. 8. Moisés Quintana Forero. 9. Morales Sánchez Fredy. Tibú – Norte de Santander	0800 – 1800: Document review <ul style="list-style-type: none"> • Document review [EIA, SIA, CIP, Business Plan] • Complaint mechanism / Request & respond Best agricultural practices • Safety and Health Site verification <ul style="list-style-type: none"> • Best agricultural practices • Manuring, Spraying, Harvesting, • HCV / Conservation Area

		<ul style="list-style-type: none"> Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores Workers interview Worker's facilities (housing, pay, etc) Stakeholder consultation if required Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices Safety and Health
Thursday 08/06/2017	Associated/scheme Smallholders: 10. Rincón Calixto Fabio Eliecer. 11. Inversiones Sisiguaca S.A.S. 12. Luis Alfonso Restrepo Suárez. Tibú - Norte de Santander	0800 – 1800: Document review <ul style="list-style-type: none"> Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices Safety and Health Site verification <ul style="list-style-type: none"> Best agricultural practices Manuring, Spraying, Harvesting, HCV / Conservation Area Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores Workers interview Worker's facilities (housing, pay, etc) Stakeholder consultation if required
Friday 09/06/2017	Associated/scheme Smallholders: 13. Miguel Ángel Rincón Collantes. 14. Villamizar Jaimes Alfredo. 15. Ciro Alfonso Durán. Tibú - Norte de Santander	0800 – 1800: Document review <ul style="list-style-type: none"> Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices Safety and Health Site verification <ul style="list-style-type: none"> Best agricultural practices Manuring, Spraying, Harvesting, HCV / Conservation Area Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores Workers interview Worker's facilities (housing, pay, etc) Stakeholder consultation if required
Monday 12/06/2017	Oleoflores S.A.S. Hacienda Las Flores, Vía Codazzi - Valledupar, Km 5. Agustín Codazzi - Cesar	All auditors travelling to Oleoflores S.A. S 1330 – 1400: Opening meeting <ul style="list-style-type: none"> Introduction by team leader 1430 – 1800: Stakeholder consultation 1430 – 1800: Document review <ul style="list-style-type: none"> Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices

		<ul style="list-style-type: none"> Safety and Health
<p>Tuesday 13/06/2017</p>	<p>Hacienda Las Flores, Vía Codazzi - Valledupar, Km 5. Agustín Codazzi - Cesar</p>	<p>0800 – 1800: Document review</p> <ul style="list-style-type: none"> Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices Safety and Health <p>Site verification</p> <ul style="list-style-type: none"> Best agricultural practices Manuring, Spraying, Harvesting, HCV / Conservation Area Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores Workers interview Worker’s facilities (housing, pay, etc) Stakeholder consultation if required
<p>Wednesday 14/06/2017</p>	<p>Oleoflores S.A.S. Complejo Agroindustrial. Hacienda Las Flores, Vía Codazzi - Valledupar, Km 5. Agustín Codazzi - Cesar</p>	<p>0800 – 1800: Partial Certification</p> <p>0800 – 1800: Document review Supply Chain Certification Assessment of the POM (RSPO SCCS)</p> <ul style="list-style-type: none"> Demonstration of legal entity Roles and responsibility Procedures/manual/SOP Record of purchase – RSPO certified product Record of sales– RSPO certified product RSPO logo & claims <p>Site verification</p> <ul style="list-style-type: none"> Mill inspection Workshops Stores POM application Safety and Health / PPE / Signage Waste Management / Environment Workers interview Stakeholder consultation if required.
<p>Thursday 15/06/2017</p>	<p>El Carmen. Agustín Codazzi – Cesar</p>	<p>0800 – 1800: Document review</p> <ul style="list-style-type: none"> Document review [EIA, SIA, CIP, Business Plan] Complaint mechanism / Request & respond Best agricultural practices Safety and Health <p>Site verification</p> <ul style="list-style-type: none"> Best agricultural practices Manuring, Spraying, Harvesting, HCV / Conservation Area Legal compliance / boundary Chemical / Pesticide / Fertilizer Stores Workers interview

		<ul style="list-style-type: none"> • Worker's facilities (housing, pay, etc) • Stakeholder consultation if required
<p>Friday 16/06/2017</p>	<p>Oleoflores S.A.S. Hacienda Las Flores, Vía Codazzi - Valledupar, Km 5. Agustín Codazzi - Cesar</p>	<p>0800 – 1300: Preparation for closing meeting Additional field visits and meetings with managers as necessary</p> <p>1500: Closing meeting</p> <ul style="list-style-type: none"> • Presentation of findings by the audit team • NC closure dateline (if any) • Questions and answers • Final summary by team leader <p>End of assessment</p>
		<p>All auditors travelling back to respective location.</p>

PART 4 ASSESSMENT FINDINGS

4.1 Lead Assessor's Summary and Recommendation for Certification

The operating units (Oleoflores S. A. S, own farms and Oleoflores S. A. S. Smallholders associated producers (164) demonstrated commitment to the implementation of the principles and criteria of the RSPO P&C Colombian National Interpretation (2010) and this commitment is apparent at all levels of management.

Observations were drawn from the assessment carried out through field visits to estates and mill, and interviews with workers and stakeholders as well as visits to the social facilities, infrastructures and document review.

There was no complaint or feedback received during the audit or during the field assessment when interviewing with the external stakeholders.

Under partial certification rules, there is a time-bound plan with a targeted RSPO Certification till 2017. For further clarification on Partial Certification, see PART 2 above.

The mill is fully verified for RSPO SCCS system verification. See PART 5 below.

There is a commitment from the management for continuous improvement.

There is a Sustainability Department fully involved in supporting the management teams in fulfilling the requirements of the RSPO P&C and internal control system whereby sustainability management systems are working correctly.

Also, it has ISO 9001 certification.

Summary of Non-Conformance and Status

Please provide summary with reference to the non-conformance annex table

During the audit of 2017 the minor NCs found in 2015 were closed. During the 2017 audit 17 major NCs and 18 minor NCs were found. Majors were closed during a closing NC visit that finished the 15-08-2017 and the minors will be evaluated for closure during the next audit in 2018.

It is therefore the recommendation of the lead assessor that:

- A certificate of compliance is maintained.

Signed:



Name: Oscar Javier Lugo Ramos

Date: **21/09/2017**

4.2 Summary of the findings by Principles and Criteria

- Over the 5 year period of the life of the certificate, there will be 4 annual surveillance audits
- Identified Non-Conformities and noteworthy Positive and Negative Observations.
- The RSPO require that this report contain findings by each principle and some example criteria. Please see table below.

Principle 1: Commitment to Transparency		
Criterion by Audit	Summary	
		Oleoflores SAS has procedures that enable to keep records of requests for information by third parties and the respective responses from companies. The procedures are: Procedure for handling petitions, complaints, grievance and suggestions P-GC-119 version 06 with date of approval of 2016-10-01.
ASA1	1.1	There's evidence of a procedure for handling petitions, complaints, grievance and suggestions P-GC-119 version 06 with date of approval of 2016-10-01. There are different channels of communication with the staff. The company compliance with this principle through the petitions, complaints, grievance and suggestions reports. Also the company retrieve all the docs and depict responsibilities. In case of any complaint the response is given in writing or verbally according to what the applicant requires. A Complaint example is reviewed from the plant , which hasn't been closed however the follow up . This was evidenced in the audit. is evident. Traceability on complaint in salary increases with respect to the company and the temporary is evidenced. It is evident that the organization keeps records of the requests for information and response received by the different interested parties.
ASA1	1.2	There's evidence of Annex 7 lists available documents of the document Procedure Treatment of petitions, complaints, grievances and suggestions P-GC-119 version 06 with approval date of 2016-10-01; Items are as follows: Name of the document - area or process - role - telephone and extension through which the different interested areas can request such information, which is frequently communicated through billboard. Matrix of documents available to Stakeholders, in which the different documents that stakeholders have access are listed. The following documents have not been included in the mentioned matrix: Negotiation Procedures and Public summary of review Evaluation of the Report. A major non-conformance was raised.
ASA1	1.3	The organization has a policy of good governance and a code of ethics. There's evidenced of delivery of the code of ethics and good governance on March 4, 2010 to the worker Rafael Rivera. It is evidenced delivery of the document Code of Ethics in June 2017 to the following workers: Luis Gabriel Suarez, Wendy Ortiz, Jeisson Mendieta, Eddie Arias, Javier Cantillo, Jhon Bolívar, Yesieth Zuleta, Rafael Ortiz and José Beltrán. Piedad Padilla with delivery date of 06-13-2017. Manuel Blanco with delivery date on 06-13-2017 Ana María Garrido with delivery date of June 06, 2016. Training in policies and code of ethics dated June 2017 to collaborators Eddie Arias, Wendy Ortiz and Jeisson Mendieta.
Principle 2: Compliance with Applicable Laws and Regulations		
Criterion by	Summary	The mill and estate have demonstrated compliance to all applicable local,

Audit		national and international laws. Legal ownership of land and its land use is clearly demonstrated through the respective land titles. There have been no land disputes or claims involving the mill and estate. There is no evidence of a procedure to define customary, legal and / or use rights.
ASA1	2.1	<p>Tibú: Evidence of Procedure for Identification of Legal Requirements SB-PR-1 / Version 1 09/02/2017. Objective: Establish the methodology to identify, register, access, update, evaluate and communicate to staff and other interested parties, applicable legal requirements and others related to FFB production. It is evidence compliance with the relevant legal requirements.</p> <p>Matrix of Legal Compliance for Smallholders, includes applicable national and international legislation for small associate producers.</p> <p>Roger Contreras, Coordinator of Sustainability and Certifications, is the person in charge of managing information related to legal requirements</p> <p>Digital copies of applicable and valid legislation documents are available.</p> <p>Each manager will review at least annually the compliance with the legal requirements for the smallholders.</p> <p>Codazzi: Evidence of Legal and Regulatory Requirements Procedure P-GG-524 / Version 1 08/13/2013. Objective: Establish the methodology to identify, analyze, disclose, verify and update compliance with legal requirements and other regulations applicable to the business group. Annex 1. Identification Legal Requirements. Define Stages, Detail / Description, Responsible, Frequency, Document / Record. Annex 2. Entities that Regulate us / Sources of Consultation of Legal and Normative Requirements. It is evidence compliance with the relevant legal requirements.</p> <p>Matrix of Legal and Normative Requirements for the different areas of the company (Occupational Safety and Health - SST, Environment, Agronomy, Quality Management and Human Management). Examples: Matrix of Legal and Normative Requirements - Quality Management (Version: 1. Date: 2/18/2017). Matrix of Legal Requirements of the Health and Safety System (Code: F-SST-1457, Version: 0 Date: 03/2017).</p> <p>Lucy Miranda, Legal Area Manager - Oleoflores, is the person in charge of handling information related to legal requirements.</p> <p>The assessment of compliance with legal requirements will be performed annually according the audit program. Internal Audit Report RSPO P & C (August 2016) was evidenced, in which the compliance with the applicable legal requirements was evaluated. Digital copies and valid legislation documents are available.</p>
ASA1	2.2	<p>Tibú: Certificates of Tradition - Real estate registrations of the audited production</p>

		<p>units of the associated small producers: 260-52832. ♣ 260-136626. ♣ 260-101568. ♣ 260-70376. ♣ 260-100783. ♣ 260-88400. ♣ 260-122823. ♣ 260-90769. ♣ 260-12231. ♣ 260-122806. ♣ 260-7184 ♣ 260-122800. ♣ 260-163221. ♣ 260-163417 .</p> <p>Codazzi: Las Flores (Lot 1): Certificate of Tradition - Real Estate Registry: 190-37171. Purchase and sale 101 Ha 1,492 m2. Las Flores (Lot 2): Certificate of Tradition - Real Estate Registry: 190-37172. Purchase and sale 101 Ha 1,492 m2. Las Flores (Las Flores 2): Certificate of Tradition - Real Estate Registry: 190-4617. Buy and Sell 418 Ha. Las Flores (Las Flores 3): Certificate of Tradition - Real Estate Registry: 190-5184. Purchase and sale 1,100 Ha 8,400 m2. Las Flores (Suárez): Certificate of Tradition - Real Estate Registry: 190-6730. Buy and Sell 150 Ha. La Dilia: Certificate of Tradition - Real Estate Registry: 190-4930. Sale and Sale 2,000 Ha. El Carmen: Certificate of Tradition - Real Estate Registry: 190-17514. Sale 800 Ha</p> <p>Evidence of the Maps for the productive units that belongs to Oleoflores S.A.S. and its smallholders. Defined limits were found in all productive units, trough paths, fencing with wire and geographical accidents (rivers and/or streams).</p> <p>There is no evidence of dispute processes or agreements for any existing conflict over the ownership of productive units.</p>
ASA1	2.3	<p>There is no evidence of a procedure to define customary, legal and / or use rights. A Major non conformance was raised</p> <p>Tibú: There is no evidence of maps of user rights identified in documents (Real Estate Registry) and / or during visits to the farms of: Andulfo Pérez Cárdenas (Finca La Pradera): Servitude of electrical energy to Ecopetrol S.A. Climaco Osorio Burgos (Finca Valle Verde): Servitude pipeline to Ecopetrol S.A. Luis Orlando Osorio (Finca Villa Juliana): Servitude pipeline to Ecopetrol S.A. Luis José Osorio Burgos (Finca El Milagro): Servitude pipeline to Ecopetrol S.A.</p>

		<p>Codazzi: There is no evidence of maps of user rights identified in documents (Real Estate Registry) and / or during visits to the farms of: Las Flores (Las Flores 2): Servitude of electrical energy to the Electric Corporation of the Atlantic Coast "Corelca". Las Flores (Las Flores 3): Servitude of electrical energy to the Electric Corporation of the Atlantic Coast "Corelca". Las Flores (Suárez): Servitude of electrical energy to the Electric Corporation of the Atlantic Coast "Corelca". A Major non conformance was raised</p>
Principle 3: Commitment to Long-Term Economic and Financial Viability		
Criterion by Audit	Summary	<p>The company Oleoflores has a Business plan for Tibu and Codazzi. This business plan comes from Master Document with projections to 2021. An include aspects as Projection of costs and expenses, Production projection, extraction rates calculation, FFB projection, financial indicators. Management meetings with associations are performed.</p>
ASA1	3.1	<p>Tibú: Basic Guide for the Elaboration of the Business Plan in the Oil Palm. The document establishes the basic aspects with which the associated producers have implemented their Business Plan. The plan includes aspects such as: Projection of costs and expenses. Production projection. Cash flow of the productive unit.</p> <p>Codazzi: Business Plan with analysis and projections until 2021. Products sold: Oleins, biodiesel, margarines, CPO. Sales. Fresh Fruit Bunch projection (FFB). Calculation of extraction rates. Determination of Production Costs. Financial indicators such as Ebitda, Internal Rate of Return, Amortization, Depreciation, Balance of Losses and Profits. Monthly Update of Financial Statements Results analysis committee and monthly board meeting where plan is analyzed. Analysis of macroeconomic indicators under Fedepalma methodology, for CPO, PKO, Biodiesel, Substitute products. SAP software for structuring cost centers, controlling and executing expenses.</p> <p>Carlos Dávila - Financial Manager.</p> <p>Management communication with managers of the associations of producers Promotora Las Flores and David de la Rosa - Commercial Manager of Oleoflores, where they deal with monthly financial issues.</p> <p>Area Management Seeds - Oleoflores, produce genetic material (seed) under the trade name Dami - Las Flores, which is used in own plantations and small producers. They are also sold commercially in Central and South America.</p> <p>The ages of the plantations and the estimates of productive years (25 to 30 years), make the estimates of crop renovations more than 5 years. The oldest</p>

		plantations have already been renovated in years prior to the present audit, which was corroborated with information of these works.
Principle 4: Use of Appropriate Best Practices by Growers and Millers		
Criterion by Audit	Summary	<p>The mill and estate have a complete set of SOPs which is being strictly adhered to and continuously monitored.</p> <p>Evidence of fragile soils maps. These maps are made by the SIG workers of the Company and specialized contractors.</p> <p>Implementation of good agricultural practices for the storage of the agrochemicals.</p> <p>No procedure for the protection of water sources by the organization that ensures ecological restoration processes in riparian zones. This was raised in non-conformities under this principle shown here below.</p>
ASA1	4.1	<p>Standard operating procedures documented and implemented for each of the activities in palm cultivation and extraction plant.</p> <p>Procedures define objectives, scope, responsibility / liability, definitions (glossary), development, reference documents, related documents and annexes.</p> <p>The procedures defined instructions and formats for your application.</p> <p>Is defined as a mechanism overseeing implementation of the different tasks developed. Supervisors of each task verify the implementation of the aspects defined in the procedures for handling the production system. And record formats execution for each of the specific tasks the records called Journal of Work Control Field (Code: F-GA-098, Version 01) was effective.</p> <p>The safe working practices are included in all OSP. Each one has their risk and their measures.</p> <p>The management of Oleoflores through technical assistance professionals they have supported the elaboration of the OSP and implementation tools.</p> <p>All documents of small producers are aligned with those of the company Oleoflores.</p>
ASA1	4.2	<p>The company Oleoflores S.A.S. has a system of utilization of the By-products produced in the extraction process for the production of compost where the effluents from the industrial wastewater treatment system are also used.</p> <p>The coordinator of this area has control of the indicators on the Biomass that returns to the crops. Compost production values for the year 2017 are 21,927 tons, with outputs to the crops of 12,828.55 tons and a utilization of 14,786 tons, which represent 67% of utilization. The data of the applications are evidenced in the document Control of Application of organic amendments F.GA-547, which the information of lots, quantity, date and information of the vehicle that transports the material. On the other hand, the company uses Fiber and Cuesco for the generation of heat in the boiler, according to the current data, until June 2017, 183,480 Tn of Biomass have been consumed.</p>
ASA1	4.3	<p>Smallholders</p> <p>There's evidence of fragile soils maps made with the information obtain in field about flood plains and areas with pronounced slopes. These maps are made by the SIG workers of the Company and specialized contractors.</p> <p>The company has a SOP for fragile soil management AG-PR4/Version. 00. With the strategy to guarantee that the technical assistants comply with the</p>

		<p>adequate management for fragile soils.</p> <p>The road maintenance of the smallholders it's made as a community with the participation of the Community Action groups for each sidewalk. The extraction of the material is acquired from places with legal permits for this work, which are mostly donations from public institutions.</p> <p>There's no evidence of peat soils in the smallholder farms.</p> <p>In the farms with areas with high slopes more than 12% there's evidence of good practices such as promotion of plant cover; application of leaves coming from the prune in the less steep areas to avoid loss soil nutrients and material as a consequence of the rain or erosion.</p> <p>Oleoflores S.A.S</p> <p>The palm oil plantations of the company Oleoflores S.A.S. do not have lots with steep slopes. However, studies of topographic profiles have been developed in order to optimize the installation of drainage channels.</p> <p>There has been evidence of implementation of a road maintenance plan that takes into account information from the lots of the plantation activities. The material to carry out this work comes from the Quarry of the Casacara river that belongs to Mr. RICARDO ZAMBRANO GARCÍA who has the permit of the Secretary of Mines of the Department of Cesar (LEC-16451 on May 12, 2010).</p> <p>In the plantations of the company Oleoflores S.A.S. saline soils have been identified that have not been seeded with Palm Oil. As for the flood zones, there have been activities to improve and maintain the crop drainage system, especially the use of new technologies to monitor and measure their effectiveness.</p>
ASA1	4.4	<p>Plantations</p> <p>The irrigation coordinator has established a working plan to improve the efficient use of the water, with the main purpose to establish the right moment to irrigate the lots. As a result, it has been documented a scheduled with the action plans for the improvement of the irrigation system, especially in lots irrigated by flood. In the format F-GA-557 for the use of groundwater are records of the measurements of the hours of irrigation, flow and volumes of the water used. These records are daily and monthly.</p> <p>Year 2016:</p> <p>Sprinkler irrigation of well B -2007- 1,139 m3 / Tn FFB per Ha. Sector of El Carmen: 1172 m3 / Tn FFB by Ha. Flood Irrigation. Sector Suhares- 1,546 m3 / Tn FFB per Ha Total average: 1399 m3 / Tn RFF per ha.</p> <p>Mill</p> <p>The environmental management coordinator of the company has carried out awareness campaigns for the efficient use of water in the day-to-day work of the mill. Regarding the management of the water used for the process, there's evidence of treatments made to the water for the management of groundwater hardness characteristics, for this, there is a reverse osmosis treatment system that allows the correct use of the resource.</p> <p>The organization Oleoflores has identified the areas of plantations that are located in the areas surrounding the water sources in order to restore and recover these riparian areas. However, during the visit to the plantations, it was possible to evidence that in the Riparian Forest areas adjacent to the water sources of Lot B1, agrochemical applications are carried out and machinery is used to apply these fertilizers in the 30 mt strips of water source. These operating procedures cause impacts on the restoration</p>

		<p>processes that have been developed in the margins of the water sources located in the palm plantations of the company- A major non-conformance was raised.</p> <p>There's evidence of adequate SOPs for the mill effluents, company does not discharge this effluents to any water sources, in the contrary they are used to irrigate the composting process piles. The analyses are made by the laboratory Nancy Flores accredited for this. The latest results of the Physicochemical and Microbiological analysis are evidenced in the report N ° 4563 of April 2017. The BOD value is 99.19% removal percentage, 91.90% SST and 99.93% G & A.</p> <p>The water consumption data for the Oleoflores S.A.S Mill are performed daily by flow meters located at various points. The updated data are: By 2017 the average is 210 m3 / day. In the month of February: 0.219 m3 / Tn FFB, March 0.267 m3 / Tn FFB, April 0.301 m3 / Tn FFB.</p> <p>Small holders The plantations of smallholders use only domestic water, since there are no irrigation systems in the crops. In the legal aspect, management is evidence before the Environmental Corporation of Norte de Santander CORPONOR, for the official recognition of the water catchment points on farms (TC00274 dated February 22, 2017). During the visit to the farms, there is evidence of the payments to use the water for the already authorized concessions of deep wells. In addition, the management of domestic spills is evidenced by the maintenance and / or adequacy of domestic wastewater treatment systems. Record for the management of the water resource is evidenced; this document establishes the measures of usage of water sources such as reforestation plans for watersheds as compensation for use of domestic water imposed by the environmental authority CORPONOR. In the visits to the farms of the smallholders of Oleoflores S.A.S. Which have lots adjacent to the great rivers of the region such as the Sardinata, there are processes of reforestation in the margins of water sources with native species such as Cedar or Sapan. In the visits to the farms of the smallholders of Oleoflores S.A.S. Improvements in the management of domestic landfills were evident. For example, some have built new septic tanks, and others have maintained their septic systems in order to prevent bad odors and the proliferation of pests or diseases. During visits to the farms of the smallholders. Improvements in the management of domestic landfills were evident. For example, some have built new septic tanks, and others have maintained their septic systems in order to avoid bad odors and the proliferation of pests or diseases.</p>
ASA1	4.5	During the visit to the smallholders. It was possible to evidence training to the people handling phytosanitary products. Working for all application of pesticides.
ASA1	4.6	The company Oleoflores S.A.S. Has a Health and Safety System at Work to ensure the proper use of phytosanitary inputs by workers who apply the products on the plantations; in addition, they have a matrix of the use of pesticides for the control of pests and diseases. The use of agrochemicals is done when the affectation thresholds of herbivorous insects are exceeded or diseases such as the Red Ring or surprise

		<p>wilting occur. The maintenance of the coverings and weed is through technical tools therefore the use of Herbicides is not systemic.</p> <p>he list of Agrochemical products used on by the smallholders is shown, which includes data from the DL 50, the ingredients per Hectare and the number of applications. The matrix that establishes the toxicity of each of the molecules present in the products used is also evidenced. However, during the visit to the plantations, it was evident that the farmers make applications of products that are not registered in the field books. These applications are related to the use of the Malathion.</p> <p>A major non-conformance was raised.</p> <p>The coordinator of Plagues & Diseases of Oleoflores S.A.S. in charge of smallholder plantations has developed a plan for the reduction of Agrochemicals through the implementation of cultural practices for the management of pests such as the manual collection of harmful insects as well as biological control tasks through the use of Bacillus thuringiensis which are cultivated by Oleoflores workers at the Laboratory of Tibú facilities</p> <p>Another positive work is the increase of the use of organic or organic agriculture products such as DIPEL. The application table shows a significant reduction in the use of agrochemicals</p> <p>The list of all the products used for control of pests and diseases of the palm oil cultivation of the smallholders is evidenced. In this list there are no products prohibited by the international agreements signed by Colombia to avoid the use of products of categories 1A or 1B.</p> <p>During the visit to smallholders of Oleoflores S.A.S. there's evidence in the implementation of good agricultural practices for the storage of the agrochemical inputs are. However, the warehouses were found without adequate safety measures to mitigate possible emergencies as well as containers of agrochemical products used for activities other than the original ones.</p> <p>A major non-conformance was raised.</p> <p>There's evidenced of work instructions for the workers of the company that applies Agrochemicals in the plantations of the smallholders, in order to minimize the risks of the application of these dangerous products and the presence of properly marked areas for the washing of the application pumps and other elements of personal use of the workers who apply agrochemicals. Records of training on safe work. In the interviews with the workers they are evidenced they have good understanding of the risks associated to the use of the agrochemicals.</p> <p>It is evident the management for the disposal of used Agrochemical containers, however, due to the inconveniences for the disposal of the empty Agrochemical containers for the distances of the farm, during the visits to the smallholders there were evidences of used Agrochemical containers stored without the respective security measures. On the other hand, the product DIPEL has not been included in hazardous waste management plans. This product although it has a minor category, is categorized as blue band and therefore the appropriate management measures must be taken.</p> <p>A minor non-conformance was raised.</p> <p>The company Oleoflores S.A.S. has procedures for the management and final disposal of hazardous waste used in oil palm plantations. However, during the</p>
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ASA1	4.7	<p>Smallholders: It is evidenced document called "Health and safety Policies", which is signed and published on all farms visits on its bulletin boards. It is evident in all the farms visited document called "Occupational Health and Safety Management System", which describes, among other aspects, the responsibilities of the employer and the Occupational Safety and Health committee.</p> <p>It is evident in the farm VALLE VERDE property of CLIMACO OSORIO, delivery of protection elements such as boots and gloves type engineer during the year 2017, however in the other farms visited there was no evidence of the delivery of personal protection elements to the workers. It is evident in all the farms visited first aid kit, fire extinguisher and identification of the route of evacuation. Records work accidents (FURAT) are also evidenced on farms where accidents have occurred, for example:</p> <ul style="list-style-type: none"> • Worker Sergio Bladimiro Estevez, employer Luis José Osorio, accident date 08-02-2017. • Worker Mauricio Rojas Alvarado, employer Olivo Alvarado Parada, accident

		<p>date 16-05-2017.</p> <p>Social security payment of the workers of the visited farms is evidenced. The farms that have family labor have affiliation to the Subsidized Regime System. OLEOFLORES and CODAZZI Affiliation and payment of social security (EPS-ARL-AFP) of both temporary and direct workers.</p> <p>Records of absenteeism related to work accident or common illness are available for Smallholders and Oleoflores with their indicators.</p> <p>Oleoflores S.A A health and safety policy, known as the "Integrated Management Policy" is evidenced, which is published on bulletin boards, however, this document dates from November 7, 2013, and hasn't been updated. Likewise, it is evident the Manual of System of Management of Safety and Health in the Work, which is not approved nor dated, since it is under construction. A major non-conformance was raised.</p> <p>Training records given to workers in the plant health were verified:</p> <ul style="list-style-type: none"> • Motorcycle defensive driving guidelines - 05-21-2016 • Road Safety - 11-14-2015 <p>The topics correspond to safe work.</p> <p>Verification of records of the delivery of the personal protection elements during 2017 of the following workers in the Health Plant area:</p> <ul style="list-style-type: none"> • Fabio Alexander Ramirez Noriega was given gray glasses on 25-02-2017. • Ariel Enrique Simanca Ballesteros was given safety Engineer Gloves - on 05/26/2017. • Chritian Arley Carrillo Niño was given Safety engineer gloves on 04/24/2017 and Nasal protector on 05/26/2017. <p>However there is no evidence of the complete and timely delivery of adequate personal protection elements as defined in the document "Annex 22 PPE by economic sector - Matrix of Personal Protection Elements"; also there is no evidence of the delivery of Personal Protection Elements to farm workers, for example:</p> <ul style="list-style-type: none"> • FINCA LA PLAYA - FLOR ÁNGELA RINCÓN • FINCA MILAGRO - LUIS JOSÉ OSORIO <p>Training record in Emergency Plan and Emergency Brigade the 16-02-2017 given by Sebastian Diaz of ARL SURA to field and administrative workers.</p> <p>Evidenced of document "Characterization of Oleoflores group Accidents 2017", with record of 5 work accidents during the year 2017. Records of accident investigations of:</p> <ul style="list-style-type: none"> • Carlos Alberto Rodriguez - CC 78766636 - Date Accident 02-03-2017 - research date 02-03-2017. Commitments established for June 2017. • Edinson Soto Rincón - CC 1093785091 - Date Accident 11-03-2017 - research date 03-15-2017. Commitments established for June 2017. <p>Document of the Diagnosis of the Emergency Plan of Oleoflores is evidenced, however, there is no Emergency Plan Document that identifies potential emergencies and ways to deal with them (before, during and after the emergency). Likewise, there are no emergency brigades formed, there is a list</p>
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	<p>of Candidate Registration for emergency brigade (the date of registration is not evidenced). All the registered ones correspond to field personnel, there are no administrative personnel registered A major non-conformance was raised.</p> <p>CODAZZI The organization has comprehensive policy, verification is made against the requirements of the OSH policy established in Article 2.2.4.6.6. Of Decree 1072 of 2015: It is evident that the integral policy establishes the commitment of the company towards the implementation of the Occupational Health and Safety System for the management of occupational hazards. It is specific to the activities of the company, The published policy is evidenced in the different areas of the organization. The policy is signed by the legal representative Carlos Murgas dated 2013-11-07, evidenced in the minutes of review by the management review of the same, which to date has no updates.</p> <p>There is a Health and Safety Management System at Work, based on Decree 1072 of 2015; However, there is no evidence of follow-up to the documentation and implementation of the Occupational Health and Safety Management System of the organization's contractors</p> <p>It is evident in all the farms visited document called "HAZARD IDENTIFICATION MATRIX, EVALUATION AND RISK ASSESSMENT", where the risks of all the activities of the Oil Palm are evidenced. However, this matrix is not understood by the palm growers and is not being implemented. Likewise, the Oleoflores Risk Matrix is evidenced, however, the evaluations of all the activities of the organization have not been carried out nor have all the risks identified, for example "Pest and Disease Reading" and "Handling of Sharpening Tools". A major non-conformance was raised.</p> <p>The organization has a risk matrix for both the field and the extraction plant; It is evidenced that all the activities of the company were evaluated. The risks related to the work of the tractor drivers, stockists, area of palmistry, among others, are reviewed.</p> <p>During the visit to the plantations of the organization, it was evidenced that the personnel who works with the scythe and the tractors, does not have the hearing protector, and there is not records of the delivery of the same. A major non-conformance was raised</p> <p>The use of PPE is evidenced for the other tasks performed in the organization, both in field and the profit plant.</p> <p>Training records on Safe Work Practices of the following workers where evidenced : Risk management training, dated August 29, 2016 given by Supervisor Gyovanny to: Javier Cantillo, Luis Carlos Rivero, Yesid Zuleta, Jhon Jairo Bolivar. Javier Arcella during the process of induction to 27-March-2015. Nolberto Capera during the process of induction 08-February 2017 Benjamin Timote and Luis Arzuaga performed the 06-03-2017. A minor non-conformance was raised.</p>
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ASA1	4.8	<p>Document "F-GH-082 Ver. 01 Map of Training and Development Needs - Tibú 2017" is presented, describing the training topics for the year 2017 for all the workers of the organization which includes themes of the RSPO Principles and Criteria.</p> <p>CODAZZI</p> <p>The organization has a map of training and development needs of the company F-GH-082 version 02 with date of preparation of the format January 26, 2017. It is evident that there are issues with RSPO; Environmental, agronomic, social, among others.</p> <p>In August it is programmed reinforcement in Safe handling agrochemicals.</p> <p>In July, the theme of Integrated Management of Pests and Diseases is scheduled.</p>

		<p>There is evidence of "I Speak" campaigns on issues related to waste management, RSPO, rare and threatened species, flora and fauna program, environmental impacts, conservation areas, emergency management, chemical management, High risk, human rights, claims and grievances procedure, internal work regulations.</p> <p>Records of trainings given during the year 2017, such as "Customer Service", "Pest Counts", "Pesticide Management, Health and safety Reinduction", "Disclosure of Pruning Standards", among others, are evidenced; However there is no evidenced of Information for each employee.</p> <p>The training of Miryam Torres - Warehouse and Purchasing is verified, but only training has been given in "Customer Service" given on 07-01-2017. No training has been provided in the safe handling of agrochemicals, taking into account that agrochemicals are managed in the storage warehouse.</p> <p>A major non-conformance was raised.</p> <p>CODAZZI</p> <p>The organization has record trainings in an Excel sheet, where each worker has the subjects to which he has attended. However, It was not evidenced training in Safe management of agrochemicals of the workers Robinsson Dazza and Javier Valencia as established in Decree 1843 of 1991 art 172.</p> <p>A major non-conformance was raised.</p> <p>The training related to the basic aspects of the RSPO is reviewed, the assistance of the workers is evidenced through the campaign "Yo me llamo". Flora and Fauna held on September 19, 2016 Identification of species that are threatened made on September 20, 2016. Disciplinary sanctions made on January 27, 2017.</p>
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Principle 5: Environmental Responsibility and Conservation of Natural Resources and Biodiversity

<p>Criterion by Audit</p>	<p>Summary</p>	<p>The mill and estates have carried out environmental Impact Assessment. Environmental management plans are in place A comprehensive identification of all waste has been recorded and an approved and registered collector has carried out disposal of scheduled waste.</p>
<p>ASA1</p>	<p>5.1</p>	<p>It is evident a Procedure for Identification and Assessment of Environmental Impacts P-GAM-345/V.01 made by the Environmental Management Coordinator of Oleoflores S.A.S. It has been used the LEOPOLD methodology taking into account legal aspects and the level of impact to obtain the significance of the impacts analyzed.</p> <p>It was evidenced the environmental management plan has been updated by the environmental supervisor of the company, who has made new management records for each environmental component where the frequencies and measurement points for the management indicators are established.</p> <p>The monitoring and the management activities are carried out through the implementation of environmental reports that are socialized with the managers and the workers of the company.</p> <p>On the other hand, the ICA Environmental Compliance Reports are periodically presented to the environmental authority. CORPOCESAR. Have developed several management records which include management indicators that are evaluated through an implementation schedule.</p>

		<p>The Environmental Impact Study was developed using the Meiacol methodology. The analysis took into account the direct environmental aspects and impacts associated with the activities of the Smallholders of Oleoflores S.A.S.</p> <p>The most relevant environmental impacts found in the study are reflected in the Environmental Management Plan PL-PR-656 / Version 00. Some of the most relevant are: The generation of solid and hazardous waste or the effect on the water source by the discharge of domestic and industrial wastewater (use of agrochemicals).</p> <p>It is evident the implementation of a mechanism for Environmental Management through the implementation of a checklist of RSPO P&C for Smallholders that allows monitoring the mitigation actions of the main environmental impacts. The people responsible for the technical support of the smallholders have developed several management records which include management indicators that are evaluated through an implementation schedule.</p> <p>The monitoring system implemented by the organization's technical support staff to control environmental mitigation measures is in line with the needs of smallholders. The measures of improvement that have been made during the year 2016 are evidenced, such as the improvements in the management of solid waste and the respect for local Biodiversity.</p>
ASA1	5.2	<p>There's evidence of a document with the identification of the areas of high conservation value present in the company Oleoflores S.A.S. Codazzi As a result of this evaluation carried out by the internal person of the company, the following areas of high conservation value were found:</p> <ul style="list-style-type: none"> • HCV 1 rare, threatened and endangered species. • HCV 4 related to the ecosystem services provided by the Magiriamo and Sicarare rivers. • HCV 6 potential due to the presence of the Yukpa indigenous community in the region. <p>This report includes the biophysical and socio-economic characteristics that were identified in the Magiriamo River Management Project (POMCA) and was carried out based on a diagnosis of the Biodiversity present in the zones of influence of the Palm plantations of Oleoflores SAS.</p> <p>The company has a Wildlife Conservation Program PR-GAM-348 V. 01 whose main objectives are:</p> <ul style="list-style-type: none"> • Research and Wildlife (with workers) • Socialization and Culture (Environmental Education) • Water Management and Protection. <p>However, there have been shortcomings in the implementation of the management plans for the HCVs found, for example the monitoring of the RTE species and the restoration measures of the water sources have not been adequately analyzed. There is evidence of local community participation in HCVs 4 management plans for ecosystem services. On the other hand, there is no evidence of mechanisms that allow the identification of possible new areas of high conservation value present in the areas surrounding the estates, as is the case of Tropical Dry Forests that have been identified by national institutions and /or the presence of indigenous communities in the areas of indirect influence of the organization's crops.</p>

		<p>A minor non-conformance was raised.</p> <p>Training on the conservation of the species present in the organization Oleoflores S.A.S. are given. In addition awareness campaigns have been carried out with local communities and public entities of the municipality of Codazzi for the promotion of nature conservation carried out on 03/05/2016.</p> <p>The implementation of management measures for High Conservation Value Areas is evidenced. For example, for the monitoring of the HCV areas, the Checklist of Areas is evidenced. F-GAM-812 V1 24/01/2017 whose verification is biannual (twice a year). Likewise, there are evidence of records of wildlife sightings by the workers established in the instructions for the management of species within the Agroindustrial project O I-GAM-813 v 00. Also there's form that has been established Format F-GAM-441 for the management before the environmental authority in case of sightings of species of wildlife within the areas of the plantations.</p> <p>There are not HCV set-asides with existing rights of local communities.</p> <p>It is evidenced the document Study of High Values of Conservation for the oil palm cultivation of the company Oleoflores S.A.S. Tibú, Norte de Santander, prepared by the company Bioap in March of the year 2017.</p> <p>The following areas of high conservation value were identified in the study:</p> <ul style="list-style-type: none"> • HCV 1 (Protected species for a total of 39 species of fauna and 15 species of flora). • HCV 2. Associated with a continuum of Andean forests and hu'medos of the Catatumbo-barí depression of national importance. • HCV 3 of gallery forests and wetland complexes • HCV 4 in the area of influence of the studied area, especially the rivers of the region: Zulia, Tibú, Sardinata, New President and San Miguel. • HCV 5 associated to the presence of veredale aqueduct bocatomas, however they are outside the direct area of influence of the audited farms. • HCV 6 in relation to sacred sites for the Barí indigenous community that spread through the indirect area of influence of smallholder oil palm plantations.
ASA1	5.3	<p>There's a SOP of INTEGRAL WASTE CHARACTERIZATION F-SOMA-526, in which all types of waste generated in the mill and the crops of the organization Oleoflores S.A.S. are described. The solid waste management data is evidenced. So far they have generated the following quantities Recycable material: 66,250 Kg, Carton 1620 Kg, Plastic 2450 kg, Scrap 57180 and used stowage 3620 kg. used Oil filters: 100 kg, oil impregnated material 40 kg, Chemical products 391 kg, Agrochemical containers. 157 kg, Electronic waste. 19 kg and Fertilizer tarps 633 kg. The company ENVIRONMENTAL SOLUTIONS manages the empty containers of agrochemicals; the company COBRECOCOL manages the Carton and the Plastic. The company RESITRACK used oils and Batteries. On the other hand, it has been evidenced the delivery of used tires to be reused as beautification of parks in the city of Codazzi.</p> <p>There's a documented plan for the disposal of agrochemical containers generated by the company Oleoflores S.A.S. with companies authorized for this work. However, during the tours of the warehouse of the El Carmen farm, it was evidenced the re-use for activities of maintenance of waste coming</p>

		<p>from the products of monocrotophos that is category IV of high toxicity. A major non-conformance was raised.</p> <p>During the audit, shortcomings were verified in the verification mechanism for the implementation of measures to mitigate the risks associated with the use of hazardous products in the Agroindustrial activities of Oleoflores S.A.S. An example of this situation is the inadequate storage of chemicals used in the quality laboratory (Hexane, Zinc Oxide, Peroxides, etc.) and of phytosanitary inputs used for domestic pest control work on the properties of the organization. These hazardous products and their waste are not being adequately managed as there was no evidence of a responsible disposal of these hazardous wastes. A minor non-conformance was raised.</p>
ASA1	5.4	<p>Smallholders No plans have been made for the management of energy use that include aspects such as the consumption of fossil fuel and electricity in tasks associated with the cultivation of oil palm and the domestic activities of farmers. In addition, there are no policies that favor the use of renewable energies on the farms of small producers. A minor non-conformance was raised.</p> <p>Oleoflores SA The implementation of plans for the optimization of the use of energy is evidenced. In agricultural activities, the irrigation system has been maintained by replacing pumps to reduce the overuse of energy that was used to suck water into the underground wells. Some data of the monitoring of the consumption of Energy for the Mill during 2017 are: January 8.1 Kw.h / Tn FFB, February 7.4 Kw.h / Tn FFB, March 7.3 Kw.h / Tn FFB. Likewise, the control of fuel consumption for agroindustrial activities is evidenced. The total fuel expense information for the company's activities from 02/05/2016 to 02/15/2017 is 42,168 Gallons. The company uses Coal for the generation of Steam in the Boiler 750, this consumption is monitored properly. Some data on the consumption of Coal in 2017 are: January 701,1 Tn, February 512,30 Tn, March 580,87 Tn. In the year 20166624 tons were consumed. Plans are under way to reduce the consumption of Coal, such as the maintenance of the boilers' pyrotechnics, as well as the promotion of the use of Cuesco to promote the use of biomass.</p>
ASA1	5.5	<p>The company has policies to prevent the use of fire in agricultural activities. On the other hand, there's a contingency plan in the Manual of Internal Control System M-PR-698/00 to control the practices of burning of waste in the crops, as well as the records of training and technical visits and raise awareness about the negative impacts that the practice of burning brings to the environment. The company has internal policies to prohibit the use of fire for the preparation of land.</p>
ASA1	5.6	<p>It is evidenced the study called "Carbon footprint update of the products of the agro-industrial complex Oleoflores S.A.S." elaborated by the organization CENIPALMA dated January-April 2017, which is a life cycle analysis based on the software SIMAPRO. However, this study has not been carried out with the PalmTool GHG V.3 tool and RSPO has not demonstrated the support for the use of this tool. On the other hand, although the organization Oleoflores S.A.S. Has the proper</p>

		<p>permission of Atmospheric Emissions issued by the Environmental Authority CORPOCESAR through Resolution 0582 of June 30, 2016, which includes the mill, the refinery and Biodiesel plant; At the time of the audit, the results of the isokinetic study that establishes the parameters of contamination of the atmospheric emissions generated in the extraction process are not evidenced.</p> <p>A major non-conformance was raised.</p> <p>The company Oleoflores S.A.S. Has identified its main GHGs through the study carried out by CENIPALMA. During the audit the advances for the implementation in the crops of the smallholders of biomass as a result from the extraction process to be applied as a source of organic matter that will allow to reduce the use of nitrogen fertilizers In the plantations.</p> <p>It is evident the Maintenance Procedure to the emission control system Code P-SGI-1220 / VERSION 0.0 that establishes the measures to reduce the emissions generated to the atmosphere. A first task is to maintain strict control over the quality of the coal material used in the combustion. In addition, the sleeve filters of the boiler 750 have been maintained and in the boiler VR20 negotiations have been carried out with the company GIS Ingeniera Estructural for the sweeping of the same.</p> <p>The implementation of a monitoring system that uses a suitable tool approved by RSPO for the management of the GHG emissions generated in the oil palm plantations of the smallholders and Oleoflores S.A.S. has not been evidenced.</p> <p>A minor non-conformance was raised.</p> <p>Refer Appendix 2 for Summary of GHG Emissions. emissions have been evaluated using a program no approved by the RSPO. This is considered as a minor NC. Therefore, in the appendix 2 some information is not considered.</p>
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Principle 6: Responsible Consideration of Employees and of Individuals and Communities by Growers and Millers

<p>Criterion by Audit</p>	<p>Summary</p>	<p>The mill and estate have conducted the social impact assessment that is being updated taking into account positive and negative impacts of stakeholders. The relevant policies are in place and are fully implemented across the board. Communication and consultation as well complaints and grievances procedure are well communicated and adhered to. Sighted complaints and grievance that effectively recorded. There is evidence that workers are not discriminated in any way.</p>
<p>ASA1</p>	<p>6.1</p>	<p>It is evidenced of a Social Impact Study - SIA, updated during the year 2015 and carried out by internal personnel of the company, through application of the format "Social Survey, Business, Health and Safety, and technique for the implementation of the RSPO P&C in the municipalities Of Tibú, Sardinata and Cúcuta of North of Santander ", in which the palm growers were included.</p> <p>CODAZZI In the year 2014 the SIA was carried out, taking all the interest groups of the Company, made by direct personnel of the company.</p> <p>Stated list of interested parties.</p>

		<p>Suppliers, community and clients state that they didn't know how to communicate with the company. As action the implemented a line of attention to the user, through which the interested parties can communicate with the organization.</p> <p>There's evidence of participation cards, photos of activities carried out, with their respective attendances.</p> <p>The SIA 2017 is being updated, in which the methodology was improved, stakeholder mapping was carried out and it allows measuring the positive and negative impacts that the company generates to its different stakeholders.</p> <p>It is evidenced the participation of 187 palm growers in the municipalities of Tibú, Sardinata and Cúcuta from Norte de Santander through the application of the surveys. CODAZZI Citation letters are shown to the different stakeholders and the attendance sheets. Traceability is done with two communities: Las Nuevas Flores and Llerasca. It is evident that in the first study of 2014 were not contemplated but they are known contemplated in the actual update.</p> <p>Document "Intervention Strategy G.I. 2017 "which describes the strategies to be developed during the year under the responsibility of the social area. This document is validated in the zonal committees carried out by Oleoflores and Smallholders.</p> <p>CODAZZI A social committee was formed by external interest groups, where representatives of the interest groups are represented. Through these committees, the action plans are followed up. Action plan is evidenced with the respective schedule and responsible.</p> <p>It is evidenced the revision of the EIA in October 2015 with the participation of 187 palm farmers present in the municipalities of Tibú, Sardinata and Cúcuta de Norte de Santander CODAZZI. The review of the Social Impact Study of 2015 was made on January 17, 2017.</p>
ASA1	6.2	<p>The organization through the Annex 6 Communications Matrix of the procedure P-GC-119 Version 06 Treatment of petitions, complaints, grievance and suggestions with date of approval of 2016-10-01. Has documented the Who, how, when, where of the consultations and communications that come from the different stakeholders of the organization. Among which are: Billboards, website, newsletters (notialianza, notiflores).</p> <p>The responsible in charge of communications is the social area of the company (social workers of the company), who are in permanent contact with the stakeholders.</p> <p>CODAZZI The organization has designated the Director of Management Systems as an administrative officer through the procedure P-GC-119 version 06, dated 2016-10-01 approval process, for the handling of petitions, complaints, grievance and suggestions.</p> <p>There are evidences of communications made by the organization through the information boards, the procedure of Grievances, suggestion and claims,</p>

		<p>the area of RSPO, the social area and the agronomists who are in permanent telephone and face-to-face communication with the interested parties.</p> <p>CODAZZI</p> <p>The list of stakeholders is evidenced; the records of the communications are evidenced, with their respective acknowledgment of receipt by the applicant.</p>
ASA1	6.3	<p>It is evidenced procedure "ATTENTION OF INVESTIGATIONS OF STAKEHOLDERS SO-PR-1 / Version 02 dated 2017.01.08, however it is not described in the procedure a mechanism to guarantee anonymity.</p> <p>CODAZZI</p> <p>Evidence of a procedure of handling petitions, complaints, grievances and suggestions P-GC-119 version 06 with the date of approval of 2016-10-01 Where they describe confidentiality " Only the personal information of the complaints will be available when it is necessary for the treatment of the complaint within the organization, and won't be disclose without the express consent of the client or complainant".</p> <p>It is evident a complaint from the community Las Palmeras where verbally on April 26, 2017 asked the company to clean the lot and property of the business group that borders with their community and that the community is becoming a garbage dump, hurting the company and its community, on May 25, 2017, a formal response was given, where the agreement was reached to carry out by the company cleaning the lot and disposal of garbage according to the recommendation of the environmental area and to make internal way to permanently The company the area; As well as the commitments that the community must also acquire</p> <p>Records of manifestations in the format of attention of concerns of stakeholders code F-PR-601 are evidenced, with the registration of the request and the response of the same ones. Example:</p> <ul style="list-style-type: none"> • Metodi Díaz - Date 04-28-2017 - Delayed reception of the fruit in the Mill - Date Reply 28-04-2017 • Zoraida García - Date 12-04-2017 - Readjustment of percentage canceled in the fruit - Response Date 12-04-2017. • Miguel Ángel Bustos - Date 11-04-2017 - Differences in the weighing of the fruit in scale - Date of Response 11-04-2017 <p>CODAZZI</p> <p>Response letters or e-mails are provided where the requests, complaints, grievance or suggestions from different stakeholders are resolved.</p>
ASA1	6.4	<p>Tibu – Codazzi</p> <p>There's evidenced of a certificate issued by the Colombian Ministry of the Interior dated 02-10-2013 that certifies the non-presence of Black, Agro-Colombian, Rizal and Palenqueras, Indigenous, Rom and Minorities Communities in the area of the project; however there's no evidence of a documented procedure of legal, customary or user rights, nor a procedure for identifying people entitled to compensation.</p> <p>A major non-conformance was raised.</p> <p>There's no evidence of a documented procedure for calculating and distributing fair compensation (monetary or otherwise).</p> <p>A minor non-conformance was raised.</p>

		<p>At the moment OLEOFLORES hasn't has cases of negotiated agreements and compensations claims.</p>
<p>ASA1</p>	<p>6.5</p>	<p>Contractual agreements are evidenced through employment contracts of both direct and indirect workers hired through the temporary company. It is also evidence payment of salaries and social benefits of both direct and temporary workers, wage payments and their social benefits are verified for the month of December 2016 and January 2017 of Fabio Alexander Ramírez Noriega and Ariel Enrique Simanca, finding payments above the minimum legal wage in Colombia and payment of legal social benefits (Premium of Services).</p> <p>CODAZZI Jairo Cobo: A work contract is evidenced, with their respective supports and affiliations. ARL: Sura, EPS: Nueva EPS Pensions: Porvenir The payroll of the last three months is evidenced with its respective social security payment and its respective premium payment for the month of December 2016. In addition, the following workers are reviewed: José Manuel González, Faber Oviedo , Ameli Valle, Luis Gabriel Suarez, Edy Arias, Luz Karina Barrera, Wendy Ortiz, Yesid Arzote, Ibeth Rivera, Yesit Zuleta, Javier Arsella, Pedro Pedroza, Javier Valencia, Robinsson Diaz, Luis Arzuega, Benjamin Timonte, Silfredo Romo, Rafael Rivera and Francisco Orozco. It is verified the resumes with their respective selection process, supports, payrolls, social security affiliations, premium payment and other social benefits.</p> <p>It is evidenced payment to the workers of legal social benefits like: premium, layoffs, holidays. Payment for the month of May 2017 of the workers Ruben Dario Daza and Luis Alberto Martinez Carrascal is evidence.</p> <p>CODAZZI The company has labor contracts signed by the respective parties; there is the internal work regulation, which is published in the different locations of the organization. With the "I Talk" campaign, which was carried out in the months December 2016 - January and February 2017, it was explained the internal regulation work, duties and rights of workers. Photos of the activities and their respective report are shown. Internal Labor Regulations are issued, where proof of receipt is received in the case of the worker Benjamin Timote dated March 6, 2017.</p> <p>It is evident that the palm growers have adequate housing with basic needs satisfied (electricity and drinking water), however in the property El Carmen owned by Mr. Clodomiro Rodriguez, was a guest room located next to the agrochemicals and fuels warehouse. A minor non-conformance was raised.</p> <p>CODAZZI The facilities of the company are evidenced, which has adequate housing conditions, fulfilling the basic services of the same.</p> <p>It is evident in the totality of the farms visited that both owners and workers (mostly members of the family) have adequate, sufficient and affordable food.</p>

		<p>CODAZZI</p> <p>It is evident that the organization has the commissary program, which consists of providing at affordable prices and with ease of payment the products of the family basket.</p> <p>In the Social Impact Study that is being updated, it will evaluate this issue in the different stakeholders.</p> <p>The company has a casino with 100% coverage of the workers, it has a food technologist who does surveillance, additionally, the laboratory area keeps track of food safety.</p>
ASA1	6.6	<p>It is evident in all the farms visited the document "Social Policy" which is published in billboards, however it is not evidence documented or published a Freedom of Association Policy in the organization OLEOFLORES.</p> <p>A major non-conformance was raised.</p> <p>CODAZZI</p> <p>It is evident in the policy of good government and code of ethics the policy that says: "Respect the rights of all workers to form and join trade unions of their choice and to bargain collectively. It is evidenced delivery to the worker Jairo José Cobo Serpa: dated June 13, 2017.</p> <p>The organization does not have a Workers Union, however, there are evidences of meetings with the workers' representatives of the Committee on Occupational Safety and Health committee.</p>
ASA1	6.7	<p>There's evidence in all the farms visited a documented "Social Policy" with the prohibition of child labor and the recruitment only of personnel of age (18 years for Colombia). In addition, it is evident in the organization OLEOFLORES, the format of Workers Requisition F-GH-143 where the minimum age ranges are described.</p> <p>CODAZZI</p> <p>It is evident in the policy of good government and code of ethics the policy that says: Prohibition of child labor. The minimum age requirements are mentioned in the internal work regulations Chapter II article 2.</p> <p>There is a guide for reporting child labor code P-PR-048 version 07 attached to the operation procedure of an alliance.</p> <p>The company participated in the campaign carried out by ICBF in commemoration of the international day of non-child labor, is evidenced certificate dated June 13, 2016 delivered by the Ministry of Labor.</p> <p>Within the sample of farms visited there is no evidence of family labor with minors.</p> <p>CODAZZI</p> <p>It is evident that the organization has a list of its palm growers with their respective children that are studying, and it was able to verify that all children who are in student age are part of the education system.</p>

<p>ASA1</p>	<p>6.8</p>	<p>There is no evidence in the farms visited and in Oleoflores, documented or publicly available an equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. A major non-conformance was raised.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy that says: "We ensure equality of opportunity, respect and integrity."</p> <p>It is evident in all the farms visited a documented "Social Policy" where any form of discrimination based on race, caste, nationality, religion, disability, gender or sexual orientation is prohibited. Additionally, it is evident in the OLEOFLORES Organization a "Integral Management Policy", which prohibits any form of discrimination based on race, caste, nationality, religion, disability, gender or sexual orientation. It is also evident that the workforce of the OLEOFLORES organization comes from local communities that include women and men. Within the interviews conducted with OLEOFLORES stakeholders, no complaints were received against the company related to discrimination.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy that says: Do not discriminate against any person for reasons of gender, marital status, age, religion, race, caste, political opinion, social or economic class, pregnancy, language, ethnic origin, nationality, trade union membership, sexual preference or disability.</p> <p>It is evident that priority is given to the local community with a participation of 91% Codazzi, 8% Valledupar and other areas surrounding the plantation.</p> <p>It is evidenced procedure of Selection of Personnel P-GH-045 / Version 09 of date 2015-09-29 and Procedure of Personnel Recruitment P-GH-483 / Version 02 of date 2015-09-29, where the requirements of Recruitment of staff and job profile required for each job.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy that says: Maintain the competences (knowledge, attitude, aptitude, skills) of your position, according to the level of performance demanded by the same.</p> <p>There are job profiles for each of the activities of the organization, in addition the company is certified with ISO 9001: 2008, within which it is required that the competencies of the staff are in line with the position.</p>
<p>ASA1</p>	<p>6.9</p>	<p>It is evident in all the farms visited a document "Social Policy" which describes the Policy prohibiting any behavior of SEXUAL HARASSMENT. In addition, it is evident in the OLEOFLORES Internal Labor Regulations, dated April 2015, the policy of prohibiting sexual harassment and the procedure to be followed in case of there's evidence of this kinds of situations within the organization. That Internal Labor Regulation is socialized to the Collaborators during the Induction. Training is evidenced in Internal Work Regulations on 05-09-2015.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy</p>

		<p>that says: Condemn, prohibit and denounce sexual harassment, other forms of violence against women and protect their reproductive rights.</p> <p>The organization has a coexistence committee which was established on May 2, 2017.</p> <p>There is no evidence of a policy to protect the reproductive rights of all being implemented and communicated to all levels of the workforce A major non-conformance was raised.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy that says: Condemn, prohibit and denounce sexual harassment, other forms of violence against women and protect their reproductive rights. It is evidenced delivery of the code of ethics and good government to the following worker: Alexis Martínez with date of June 7, 2017, Carlos Dávila with date of June 8, 2017 and Jaime García with date of June 8, 2017.</p> <p>There's evidenced of a procedure "ATTENTION OF CONCERNS OF INTEREST GROUPS SO-PR-1/Version 02 dated 2017.01.08, however, there is no evidence of a mechanisms that guarantees the anonymity, nor does it evidence communication at all levels of Work force, Example: CHRISTIAN ARLEY CARRILLO NIÑO and ARIEL ENRIQUE SIMANCA BALLESTEROS A minor non-conformance was raised.</p> <p>CODAZZI There is a procedure: Treatment of petitions, complaints, grievance and suggestions P-GC-119 version 06 with date of approval of 2016-10-01, where the subject of confidentiality is specified. This was socialized through the "I Speak" campaign. On January 28, 2017 the following workers were trained Javier Valencia, Luis Eduardo Moreno, Jhon Bolivar, Olmar Ortiz, Luis Carlos Rivero and Javier Cantillo.</p>
ASA1	6.10	<p>CODAZZI The company has the following mechanisms to communicate past and future processes: E-mail, newsletter, verbally, through the collection account, personally, through training. Nelcy Vega - Asopalbec , Antonio Arce – Asopalbec, Nafer Camargo – Asopalbec, Luis Mariano Ezquivel - Asopropalmat , Neffer Choles – Asopropalmat. Evidence of Trainings made the 21-22 February and 21 April 2017. Physical messaging is done, with the newsletter, bill of collection and price chart of the fruit. Newsletter submission on June 13, 2017.</p> <p>Nelcy Vega – Asopalbec, Antonio Arce – Asopalbec, Nafer Camargo – asopalbec, Luis Mariano Ezquivel – Asopropalmat, Neffer Choles - Asopropalmat There is a contract with each Contractor, which specifies the mechanisms for fixing prices. Stipulated payments are made 45 days after the fruit is shipped.</p> <p>There is an exclusive fruit purchase agreement signed by all members of the CTA, which shows that the agreements are fair, transparent and legal. The corresponding payments of the last months are evidenced as contractually agreed.</p>

<p>ASA1</p>	<p>6.11</p>	<p>Communication of the communities is evidenced requesting aid that allows the local development, through which the organization is linked. In addition, there is evidence of association with the different communities throughout the company's social area.</p> <p>Ex:</p> <ul style="list-style-type: none"> • Colombian Institute of Family Welfare - ICBF Date 24-05-2017 - request for attachment to the celebration of the day of the child. • FOUNDATION TIBUYANOS UNIDOS dated 09-05-2017 - application for attachment to the celebration of Mother's Day. • ASSOCIATION OF GRANDCHILDREN ZONE TWO - dated 12-05-2017 - request for attachment to the celebration of Mother's Day. <p>CODAZZI</p> <p>La Paz Project, which consists in providing a donation to the national meeting of research seedlings held in the city of Cúcuta, where the company was requested to collaborate with expenses of registration, endowment and expenses of participants made the 19 Of September 2016.</p> <p>Colegio Fundeflores with coverage of approximately 200 students, with 100% of student expenses (infrastructure, refreshments to small students, transportation, institutional material) with coverage to children of workers and surrounding communities</p> <p>Through newsletters all the social projects in which the company is working are socialized.</p> <p>There's evidence from OLEOFLORES Organization's attention to smallholders through the Production areas (agronomic and sanitary management), PYMES area (responsible for the purchase and liquidation of fresh fruit bunch) and the area of Sustainability and Certifications (in charge of the management of RSPO certification), through these areas, support is provided to all the small palm growers in the area of influence</p> <p>CODAZZI</p> <p>Once a month, technical assistance to farmers is guaranteed, and the actions are verified the following month, in case of finding inconveniences through the CTA and the company Ancla , they look for solutions.</p> <p>The following technical visits to farmers were done with recommendations and observations: Nefer Choles - 05-05-2017, Luis Esquivel dated May 06, 2017 and Ana Victoria de Jurado with date of visit May 03, 2017.</p> <p>Sanitarian visits are carried out, where disease detection is done, and training on topics where weaknesses are evidenced.</p> <p>Fertilization plans are done, in which accompaniment takes place, sampling of foliar (annual) and soil (every two to three years), purchase of fertilizers for the management of economies of scale. On May 4, training took place where the fertilizer programs and irrigation plans were socialized.</p>
<p>ASA1</p>	<p>6.12</p>	<p>There's evidenced that all farms visited has a "Social policy". In the policy of good government and code of ethics the policy that says: Condemn, prohibit and denounce forced harassment or child labor.</p>

		<p>Internal Labor "where prohibition describes any form of forced labor. These policies are published on billboards.</p> <p>CODAZZI It is evident in the policy of good government and code of ethics the policy that says: Condemn, prohibit and denounce forced harassment or child labor.</p> <p>The substitution of contracts is not evident neither in the farms visits nor in the Organization OLEOFLORES.</p> <p>CODAZZI The organization does not substitute contracts.</p> <p>The document "Procedure for hiring and termination of Temporary Personnel" is shown P-GH-829/Version 01 dated 2015-09-29, which describes the activities of hiring temporary staff, to date the organization OLEOFLORES does not have Linking migrant staff.</p> <p>CODAZZI P-GH-829 Temporary Staff hiring and termination Version 0.0 with date of elaboration of July 24, 2015.</p> <p>The organization makes requisition of personnel through the format F-GH-143 version 0.6 date of approval September 09, 2015.</p>
ASA1	6.13	<p>It is evident in all the farms visited document "Human Rights Policy" which describes the commitment to respect and comply of human rights, this policy is published on billboards of the farms.</p> <p>In addition, the policy of respect for human rights is evidenced in the document "Internal Work Regulations" of the OLEOFLORES Organization.</p> <p>CODAZZI Through the website it is guaranteed the communication of the code of ethics and good government where human rights policy is specified. Http://www.oleoflores.com/files/cuadro.grupo-empresarial.pdf In addition, through the booklet, direct and indirect collaborators were given a good government policy and a code of ethics, which specifies human rights policy.</p> <p>It is evidenced through the matrix of legal and normative requirements with code F-GG-523 version 0.0 with date of July 25, 2013; The ILO conventions on the subject of human rights, through which these regulations are monitored and how it is implemented and implemented in the organization.</p> <p>The OLEOFLORES organization does not have private security services.</p> <p>CODAZZI The organization hires private surveillance services with the company Interglobal Ltda, it was reviewed CV of the security guard Brito Arzuaga Jeison Enrique.</p> <p>The organization has contracting procedure of Interglobal code PR-008 version 11 dated 16-01-2016. Where it is evidenced the request of police and comptroller's certificates.</p> <p>This institution is governed by the Superintendence of industry and commerce.</p>

Principle 7: Responsible Development of New Plantings		
Criterion by Audit	Summary	Socio-Environmental Impact study was done that includes socio-economis aspects of the area of influence of new plantations, maps of marginal soils are present, procedure that prohibit the use of fire, but no evidence of participation of communities, also there's no evidence of maps of soil suitability, clearance of HCV areas, carbon assessment and customary and user rights assessments. This was mentioned during the audit and also during the Closing NC meeting, in conversations with the RSPO , and therefore the NC of this chapter were downgraded to.
ASA1	7.1	<p>It is evident the Socio-Environmental Impact Study prepared by the internal staff of the company Oleoflores S.A.S.</p> <p>This report includes the socio-economic aspects of the area of influence of the new plantations of the small producers, however, there is no evidence of the participation of the communities in the identification of the impacts and an adequate methodology for the identification of socio-environmental impacts</p> <p>A minor non-conformance was raised</p> <p>The management plan is shown to mitigate the social and environmental impacts related to the activities of the farmers of the supplying plantations.</p> <p>The technical support staff has management records for the implementation of environmental impact management plans associated with the establishment of new smallholder plantations. This plan is associated with the measures carried out in an integral way for all the plantations of the small producers supplying Oleoflores S.A.</p>
ASA1	7.2	<p>The company does not have the maps of soil suitability that includes information of the main biophysical characteristics that allow to establish the qualities of the ground where the New plantations are established.</p> <p>Observation: It is evidenced the efforts to obtain these maps in the Colombian public institutions that have this information in this case the Agustín Codazzi Geographic Institute - IGAC.</p> <p>A minor non-conformance was raised</p> <p>Evidenced the use of reference maps with adequate topographic information of the new plantations of the small producers associated to Oleoflores S.A.S., where irrigation / drainage systems and roads for the establishment of new plantations were not built.</p>
ASA1	7.3	<p>The Organization Oleoflores has not presented the evidence that allows to establish if they have been realized clearance of HVC for the establishment of the new plantations</p> <p>A minor non-conformance was raised</p> <p>It is evidenced the accomplishment of a study of identification of the areas of high conservation value elaborated by the consulting company BioAp where the current vegetal coverages are established. However, the evidence of a study of land use change since 2005 on new plantations has not been presented.</p> <p>A minor non-conformance was raised</p>

		<p>The dates are evident With the preparation of land and ages sowing of the new plantations</p> <p>The recommendations made by the consulting firm BioAp for the management of the High Conservation Value areas found in the study are evidenced.</p> <p>The company oleoflores has documented the Crop Establishment Procedure.AG-PR-2 / V 01., which includes measures to avoid clearing secondary forest areas, affect areas surrounding water sources as well as areas of wetlands and water sources .</p> <p>No High Conservation Value Areas have been identified for local communities located in the area directly influenced by the new plantations of small producers associated with Oleoflores S.A.S.</p> <p>Training days with farmers on the importance of Biodiversity conservation are evident.</p>
ASA1	7.4	<p>The personnel of Geographic Information Systems of the technical personnel of Oleoflores S.A.S. has made a map identifying the marginal soils present in the oil palm plantations of small producers. These areas are mainly low-lying floodplains and steep slopes.</p> <p>It shows the procedure for the management of Fragile Soils AG-PR-4 / Version 00. Where management measures are established to avoid affecting soils located in sloping areas and areas prone to flood events.</p>
ASA1	7.5	<p>Through the certification 1508 of October 02, 2013 issued by the Ministry of the Interior, the absence of indigenous and Afro-descendant communities is established on the premises of the small producers associated with the Oleoflores Organization. S.A.S</p> <p>The documents of possession of the land and the legal use of the properties of the small producers associated to Oleoflores S.A.S. which show that no communal lands or persons with previously acquired rights have been affected.</p>
ASA1	7.6	<p>No evidenced of a document establishing the identification and evaluation of the legal, customary or use rights associated with the estates where the new plantations of the small producers associated to Oleoflores S.A.S.</p> <p>A minor non-conformance was raised</p> <p>No persons with compensation rights have been identified because the land is owned by the small producers associated with Oleoflores S.A.S. are not communal lands or traditional uses.</p>
ASA1	7.7	<p>The organization has procedures and policies that prohibit the use of fire in the preparation of land where new plantations of small producers associated with Oleoflores S.A.S. will be established.</p>
ASA1	7.8	<p>It is not evident the identification of the carbon reserves presents in the estates where the new plantations of the small producers associated with</p>

		<p>Oleoflores S.A.S. and the calculation of the emissions associated to the planting of these new plantations is not evident. A minor non-conformance was raised</p> <p>The company Oleoflores S.A.S. has documented the Crop Establishment procedure AG-PR-2 / V 01 which establishes measures to avoid affecting areas that store carbon such as natural forests, wetlands and areas surrounding water sources.</p> <p>Refer Appendix 3 for GHG assessment for new plantings. As it was commented above, the company is using a calculator that is not yet approved by the RSPO , therefore there is a minor NC on this respect , and the data in the report is not completely for the calculator.</p>
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Principle 8: Commitment to Continuous Improvement in Key Areas of Activity

Criterion by Audit	Summary	All the operating units are regularly monitoring and review their activities to develop and implement action plans that allow demonstrable continual improvement in key operations.
ASA1	8.1	<p>Each of the areas of the company carries out indicators on the relevant topics Studies of social, environmental, greenhouse gases impact among others, Through the analysis of indicators, when there are deviations in the document report of indicators code F-GC-773 Version 00 with update of May 05, 2014.</p> <p>Monthly monitoring of indicators and their respective action plans is carried out.</p>

4.3 Non-conformity Raised During this Audit and Any from the Previous Year, if applicable



This section gives an over view of new or revised non-conformities raised during this audit and of action taken to close out non-conformities raised during the previous audits, if applicable

- If a minor-non-conformity raised at the last audit, is not closed out, then this will be raised to Major status and the company given 60 days to close this out.
- The NC number is comprised of 2 parts to include the year in which the NC was raised as well as a sequential number.



4.3.1 Non-Conformities Identified during this Audit

The following NC's were raised for this audit.



NC number:	2017-1		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Tibú
Raised by:	Oscar Lugo	Deadline :	15 of August 2017
Aspect of standard:			
1.2.1. Publicly available documents shall include, but are not necessarily limited to:			
<ul style="list-style-type: none"> • 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); 			

<ul style="list-style-type: none"> • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13) 	
<p>Evidence of non-conformity: Matrix of documents available to Stakeholders, in which the different documents that stakeholders have access are listed. The following documents have not been included in the mentioned matrix: Negotiation Procedures and Public summary of review Evaluation of the Report.</p>	
<p>Lead Assessor signature: </p> <p>Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee) Lack of rigorousness in the document review during the internal audit carried out without following the Oleflores procedures</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee) Include both documents in the list available for the stakeholders. Review during internal audits all documentation in detail.</p>	
<p>Evidence of Conformity: Matrix of documents available for the public updated.</p>	
<p>Review of evidences submitted to CUC: The evidence which shows the strongest docs and procedure that Oleflores is applying was reviewed during the NC closing visit, 15-08-2017. Also training of the Internal auditor was shown at the site.</p>	
<p>Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.</p>	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)</p> <p>ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature:</p> 	<p>Date: 15-08-2017.</p>



NC number:	2017-2		
Client name:	Oleflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Tibú - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August 2017
<p>Aspect of standard: 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 neighboring communities where applicable, and relevant authorities).</p>			
<p>Evidence of non-conformity: There is no evidence of a procedure for the determination of customary, legal and/or use rights. Tibú: There is no evidence of maps of the use rights identified in the documents (Real Estate Registry) and/or during visits to the farms of: Andulfo Pérez Cárdenas (Finca La Pradera): Easement of electric energy to Ecopetrol S.A. Climaco Osorio Burgos (Finca Valle Verde): Easement of the Oil pipeline to Ecopetrol S.A. Luis Orlando Osorio (Finca Villa Juliana): Easement of the Oil pipeline to Ecopetrol S.A.</p>			

<p>Luis José Osorio Burgos (Finca El Milagro): Easement of Oil pipeline to Ecopetrol S.A. Codazzi: There is no evidence of maps of the use rights identified in the documents (Real Estate Registry) and / or during visits to the farms of: Las Flores (Las Flores 2): Easement of electrical energy to the Electric Corporation of the Atlantic Coast "Corelca". Las Flores (Las Flores 3): Easement of electrical energy to the Electric Corporation of the Atlantic Coast "Corelca". Las Flores (Suárez): Easement of electrical energy to Electrical Corporation of the Atlantic Coast "Corelca".</p>	
<p>Lead Assessor signature:  Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p> <p>Lack of knowledge of the requirement to take the necessary actions that comply with the same.</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p> <p>Meeting with the quality area to see what the requirements covers and established commitments. Elaboration of an identification map of the areas where electricity easements are identified. Elaboration of a report with strict specifications on the use of the land where electricity easements are installed. Delivery of maps and report to the legal area, for validation of the information. Review and adjustments of the customary rights procedure, where it is defined that the areas with their current use must be established within the map. Delivery of maps and procedure of customary use rights to the social area, to carry out consultation and socialization with the interested party.</p>	
<p>Evidence of Conformity: Maps with the areas identified (easements). Report from the social area with the socialization to the interested parties.</p>	
<p>Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017.</p>	
<p>Conclusion by CUC: This NC can be closed because the evidence is sufficient.</p>	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>



NC number:	2017-3		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August 2017
<p>Aspect of standard: 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:</p>			

<p>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;</p> <p>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;</p> <p>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.</p> <p>d) Evidence of monitoring and compliance of the commitments and parameters established in the agreements.</p>	
<p>Evidence of non-conformity: There is no evidence of a procedure for the determination of customary, legal and/or use rights; therefore it has not been possible to determine if any of these rights exist.</p> <p>Lead Assessor signature: </p> <p>Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p>	
<p>Evidence of Conformity:</p>	
<p>Review of evidences submitted to CUC:</p>	
<p>Conclusion by CUC:</p>	
<p>NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN)</p> <p>ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Lead Assessor signature:</p> 	<p>Date: 15-08-2017.</p>



NC number:	2017-4		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018


Aspect of standard: 2.3.3. All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.	
Evidence of non-conformity Since the company did not have information or procedures available in any language to assess the impacts in case of conflicts this is an NC on the point.	
Lead Assessor signature:  Date: 16/06/2017	
Root Cause Analysis and extent: (To be filled by Auditee)	
Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-5		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú – Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 2.3.4. Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.			

Evidence of non-conformity: The company did not have any instructions or doc approved for the community available during the audit Lead Assessor signature: Date: 16/06/2017 	
Root Cause Analysis and extent: (To be filled by Auditee) 	
Corrective/Preventive Actions: (To be filled by Auditee) 	
Evidence of Conformity: 	
Review of evidences submitted to CUC: 	
Conclusion by CUC: 	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-6		
Client name:	Oleoflores S.A.S..		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Codazzi, Cesar, Colombia
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 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.			
Evidence of non-conformity: The organization has made advances in the protection of the water sources present in the plantations, such as the reforestation of riparian forest areas. However, during visit to the lot B1, which corresponds to a low floodable, the agronomic maintenance with chemical products is evidenced. Likewise, a procedure for the protection of water sources by the organization that ensures ecological restoration processes in riparian zones has not been established.			

Lead Assessor signature:  Date: 16/06/2017	
Root Cause Analysis and extent: (To be filled by Auditee) Lack of socialization by the environmental area to the agronomic area of the environmental impacts detected in the processes. - Due to the lack of socialization, a specific management plan to mitigate the environmental impact that can be caused in these areas was not established.	
Corrective/Preventive Actions: (To be filled by Auditee) Meeting with the environmental team for decision-making - Recommendations by the technical director to handle the lots intervened and approved by the environmental area - Identification map of the intervention lots. - lots signaling in the field - Procedure of the management of the lots intervened. - Socialization with personnel involved (supervisors, foreman and operators) of the implemented procedure - Continuous monitoring of the environmental and agronomic area to verify is being carried out as proposed.	
Evidence of Conformity: Technical report of the director with the revisions and approvals of the people involved. This information was observed and confirmed during the NC closing visit carried out 15-08-2017.	
Review of evidences submitted to CUC: Technical report of the director with the revisions and approvals of the people involved. This information was observed and confirmed during the NC closing visit carried out 15-08-2017.	
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.



NC number:	2017-7		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Tibú
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 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.			
Evidence of non-conformity: In the farms Buenos Aires, Miraflores and El Milagro, agrochemicals were applied, with no registration available.			
Lead Assessor signature: Date: 16/06/2017			

Root Cause Analysis and extent: (To be filled by Auditee) Lack of follow-up of the technical assistance team to the diligence of the field book by the palm growers.	
Corrective/Preventive Actions: (To be filled by Auditee) At the technical assistance visits, check the update of the field books. Define responsibilities in the procedures of technical and sanitary visit for the follow-up to the field books.	
Evidence of Conformity: Photographic records of the field books filled out. And also, confirmation of awareness of the worker about the importance to comply with the records.	
Review of evidences submitted to CUC: Photographic records of the field books filled out and confirmation of awareness of the worker about the importance to comply with the records. The evidence was reviewed during the NC closing visit, 15-08-2017.	
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)	
ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.



NC number:	2017-8		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 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).			
Evidence of non-conformity: Oleoflores – Codazzi: There is no evidence of the training of 60 hours of Agrochemical safe Management as established by Decree 1843 of 1991 Art 172; of the workers Javier Valencia who has been for a month and a half in the agrochemical warehouse activities of San Luis and Robinsson Dazza, which during the visit to the nursery stock was manipulating agrochemicals.			
Tibú: In the farms audited in Tibú , the use of the Malathion product was evidenced by people who do not have the necessary training to perform this work, which must be certified by entities duly authorized by the national regulations. In the company Oleoflores it was evidenced that the coordinator of the area of the nursery does not have the knowledge for the manipulation of products of agrochemicals. (60 hours of training).			
Lead Assessor signature: Date: 16/06/2017			

<p>Root Cause Analysis and extent: (To be filled by Auditee) The established procedure is not followed when performing internal personnel movements. Javier Valencia was included in the PIC but he didn't received training.</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p> <ol style="list-style-type: none"> 1. Start the training in handling agrochemicals of all people who potentially can handle agrochemicals at any time. 2. Include Javier Valencia in the PIC 3. Review and update of the procedure for the internal movement of personnel in which the review of the medical exams and the training of the people to whom a new function is assigned must be taking in account. 4. socialize updated procedure of internal movement of personnel. 	
<p>Evidence of Conformity: Include list and records of workers who attended the training. Training record with the hours dictated in the year to Javier Valencia and Robinson Daza. Photographic records of training assistance.</p>	
<p>Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017 where during the visit it was confirmed the list and records of workers who attended the training. Training record with the hours dictated in the year to Javier Valencia and Robinson Daza. Photographic records of training assistance.</p>	
<p>Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.</p>	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>



NC number:	2017-9		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Codazzi, Cesar, Colombia Tibú, Norte Santader, Colombia
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
<p>Aspect of standard: 4.6.6. Storage of all pesticides shall be according to recognized best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3).</p>			
<p>Evidence of non-conformity: In the storage warehouses of the farms of the smallholders and the Hacienda Las Flores organization there is evidence of a lack of good practices, for example: there is no spill kit for dangerous products; Chemical products were found used for other work than the original ones, as well as dangerous products used without adequate protection to avoid the risks to the health of workers as the case of the chemicals used for domestic pest control or prophylactic use.</p>			

Lead Assessor signature: Date: 16/06/2017 	
Root Cause Analysis and extent: (To be filled by Auditee) All the aspects to be implemented in the agrochemical warehouses were unknown.	
Corrective/Preventive Actions: (To be filled by Auditee) . 1. Carry out a working day disposal of reuse containers in the areas 2. Request a spill control Kit for the warehouse of San Luis 3. Delivery of a spill control Kit for the warehouse of San Luis 4. Conduct inspection of the storage conditions of chemical substances in all warehouses and storage sites of the company and take appropriate corrective measures 5. Train the workers of the warehouses and control pests in handling of chemical substances 6. Create awareness to all workers in the handling and manipulation of chemicals substances.	
Evidence of Conformity: Photographs agrochemical warehouses. Request a spill control Kit for the warehouse. Delivery of a spill control Kit for the warehouse. Train the workers of the warehouses and control pests in handling of chemical substances Create awareness to all workers in the handling and manipulation of chemicals substances.	
Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017 where the following information was assessed during this site visit Photographs agrochemical warehouses. Request a spill control Kit for the warehouse. Delivery of a spill control Kit for the warehouse. Train the workers of the warehouses and control pests in handling of chemical substances Create awareness to all workers in the handling and manipulation of chemicals substances.	
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-10		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Codazzi, Cesar, Colombia Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 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>Evidence of non-conformity: It is evident the final disposal of the chemical waste with authorized companies. However, during visits to Oleoflores farms and smallholders audited it was evidence the reuse of agrochemical packaging waste for fuel storage, insect trapping, water for product mixes, fertilization activities, among others work not permitted.</p> <p>Lead Assessor signature: </p> <p>Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p>	
<p>Evidence of Conformity:</p>	
<p>Review of evidences submitted to CUC:</p>	
<p>Conclusion by CUC:</p>	
<p>NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>

NC number:	2017-11		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017
<p>Aspect of standard: 4.6.11. Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p>			
<p>Evidence of non-conformity:</p> <p>Oleoflores – Codazzi There is no evidence of cholinesterase tests of the following workers Robinson Dazza and Javier Valencia who handle agrochemicals of the warehouses of the nursery and San Luis, respectively.</p>			

Lead Assessor signature: Date: 16/06/2017 	
Root Cause Analysis and extent: (To be filled by Auditee) No follow-up was given to persons who changed roles.	
Corrective/Preventive Actions: (To be filled by Auditee) 1. Conduct cholinesterase medical exams on the people mentioned 2. Include Javier Valenciain the PIC 3. Conduct a study to determine who other workers should be included in the PIC 4. Review and update the procedure for the internal movement of personnel in which the review of the medical exams and the training of the workers to whom a new function is assigned 5. Socialization of the updated procedure of internal movements.	
Evidence of Conformity: Photographic records of the cholinesterase sample taken to the mentioned collaborators Results of cholinesterase testing of workers reported.	
Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017. Photographic records of the cholinesterase sample taken to the mentioned collaborators Results of cholinesterase testing of workers reported..	
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-12		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017
Aspect of standard: 4.7.1. 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.			
Evidence of non-conformity: Oleoflores - Tibu The Manual of Occupational Safety and Health Management System is evidenced, which is not approved or dated, since it is under construction.			
Oleoflores - Codazzi There is a Health and Safety Management System at Work, based on Decree 1072 of 2015; However, there is			

no evidence of follow-up to the documentation and implementation of the Occupational Health and Safety Management System of the organization for the contractors.

Lead Assessor signature:
Date: 16/06/2017



Root Cause Analysis and extent: (To be filled by Auditee)

There is a procedure for the control of contractors which has not been approved or socialized.

Corrective/Preventive Actions: (To be filled by Auditee)

1. Create procedure for selection, contractor control and entry of contractors according to resolution 1111 of 2017
2. Create and maintain the list of contractors authorized to work within the 1111 business group of 2017
3. Socialize the approved procedure
4. Conduct initial self-assessment of reported contractors
5. Conduct inspections of contractor SG-SST according to the procedure beginning with critical contractors in the month of August.

Evidence of Conformity:

Inventory of Authorized Contractors.
Contractor selection and control procedure.
Results of self-evaluation of contractors.
Contractor Procedure Disclosure Record.

Review of evidences submitted to CUC:

The evidence was reviewed during the NC closing visit, 15-08-2017 where the following docs were reviewed
Inventory of Authorized Contractors.
Contractor selection and control procedure.
Results of self-evaluation of contractors.
Contractor Procedure Disclosure Record.

Conclusion by CUC:

This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017



NC Status: Yes (CLOSED) No (OPEN)
ON SITE VERIFICATION REQUIRED Yes No

Lead Assessor signature:



Date: 15-08-2017.

NC number:	2017-13		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu
Raised by:	Oscar lugo	Deadline :	15 of August, 2017
Aspect of standard:			
4.7.2. All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be			

properly observed and applied to the workers.	
Evidence of non-conformity:	
<p>Oleoflores – Tibu It is evident in all the farms visited document called "HAZARD IDENTIFICATION MATRIX, EVALUATION AND RISK ASSESSMENT", where the risks of all the activities of the Oil Palm are evidenced. However, this matrix is not understood by the palm growers and is not being implemented. Likewise, the Oleoflores Risk Matrix is evidenced, however, the evaluations of all the activities of the organization have not been carried out nor have all the risks identified, for example "Pest and Disease Reading" and "Handling of Sharpening Tools".</p>	
<p>Lead Assessor signature: </p> <p>Date: 16/06/2017</p>	
Root Cause Analysis and extent: (To be filled by Auditee)	
<p>Lack of follow-up to the Occupational Health and Safety Management System to keep the risk matrix updated.</p>	
Corrective/Preventive Actions: (To be filled by Auditee)	
<p>Include in the risk matrix: Specific risks for the pest reader, risks of application of agrochemicals and surgeries by the use of short sharp tools. Evaluations to the field activities to keep the risk matrix updated and complete.</p>	
Evidence of Conformity:	
Risk matrix updated and training and awareness of implementing this matrix assessment.	
Review of evidences submitted to CUC:	
The evidence such as Risk matrix updated and training and awareness of implementing this matrix assessment reviewed during the NC closing visit, 15-08-2017.	
Conclusion by CUC:	
This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)</p> <p>ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature:</p> 	<p>Date: 15-08-2017.</p>

NC number:	2017-14		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017
Aspect of standard:			
<p>4.7.3. 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>			

Evidence of non-conformity:

Oleoflores – Tibu

There is no evidence of the complete and timely delivery of adequate personal protection elements as defined in the document "Annex 22 PPE by economic sector - Matrix of Personal Protection Elements"; Verification of records of the delivery of the personal protection elements during 2017 of the following workers in the Health Plant area:

- Fabio Alexander Ramirez Noriega was given gray glasses - 25-02-2017.
- Ariel Enrique Simanca Ballesteros was given safety Engineer Gloves - 05/26/2017.
- Chritian Arley Carrillo Niño was given Safety engineer gloves - 04/24/2017 and Nasal protector - 05/26/2017.

However there is no evidence of the delivery of Personal Protection Elements to farm workers, for example:

- FINCA LA PLAYA - FLOR ÁNGELA RINCÓN
- FINCA MILAGRO - LUIS JOSÉ OSORIO

Oleoflores - Codazzi

During the visit to the plantations of the organization, it was evidenced that the personnel who works with the scythe and the tractors, does not have the hearing protector, and there is not records of the delivery of the same.

Lead Assessor signature:



Date: 16/06/2017

Root Cause Analysis and extent: (To be filled by Auditee)

The actual hygienic measurements are of 5 years ago and the risk of noise to the tractors appears to be below the 80 decibels, and does not contemplate the activity of scythe.

Corrective/Preventive Actions: (To be filled by Auditee)

1. Deliver the PPE to the collaborators in a preventive way while the hygienic measurements are made
2. Schedule hygienic noise measurements to the designated roles.
3. Update matrix for hazard identification and risk assessment.
4. Update PPE Matrix.
5. Socialize updated PPE matrix.

Evidence of Conformity:

Record of delivery of PPE to the designated job positions and record of training in correct use of them.
Socialization record of the updated matrix for workers.
PPE delivery procedure.

Review of evidences submitted to CUC:


The evidence was reviewed during the NC closing visit, 15-08-2017 where was observed and confirmed on site
Record of delivery of PPE to the designated job positions and record of training in correct use of them.
Socialization record of the updated matrix for workers.
PPE delivery procedure

Conclusion by CUC:

This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017

NC Status: Yes (CLOSED) No (OPEN)

ON SITE VERIFICATION REQUIRED Yes No

Lead Assessor signature: 	Date: 15-08-2017.
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NC number:	2017-15		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017

Aspect of standard:

4.7.4. 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.

Evidence of non-conformity:

Oleoflores – Tibu

It is evident in all the farms visited a document called "OCCUPATIONAL HEALTH WATCHER APPOINTMENT ACT" which is signed by the chosen workers and the legal representative of the farm; However, there are not records of the activities carried out by the occupational health watcher, taking in account all health, safety and welfare of workers matters.

As well, OLEOFLORES has a health and safety committee COPPAST, evidenced of act of conformation dated October 28, 2015 and records of meetings for the following months :

- Act No. 015 dated 28-12-2016
- Act No. 016 dated 28-02-2017
- Act No. 017 dated 21-03-2017

However, there is no evidence of the COPASST meeting during the months of January, April and May 2017. In addition, there is no evidence of follow-up to the commitments established in the minutes, for example:

- Installing traps dated 12-20-2016
- Creation of the emergency brigade and emergency plan dated 27-12-2016
- Disclosure of procedures for the eradication, surgeries and sampling of personnel since 14-12-2016.

Lead Assessor signature:

Date: 16/06/2017





Root Cause Analysis and extent: (To be filled by Auditee)


Lack of follow-up of COPASST members to follow the monthly meeting minutes.
Named responsible for the SGSST in the company, was not formalized in an act.

Corrective/Preventive Actions: (To be filled by Auditee)

Hold new training events for COPASST members on their different activities and responsibilities.
Review and adjust monthly COPASST minutes.
Appointing the SGSST's official through an act signed by the legal representative of the company.
Review of the SST Management System annually.

<p>Evidence of Conformity: Photographic registration and attendance lists. Adjusted COPASST Proceedings. Record of appointment of SGSST person.</p>	
<p>Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017. where the following information is confirmed in site : Photographic registration and attendance lists. Adjusted COPASST Proceedings. Record of appointment of SGSST person.</p>	
<p>Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017</p>	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>

NC number:	2017-16		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MINOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017
<p>Aspect of standard: 4.7.5. 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>Evidence of non-conformity: Oleoflores – Tibu Document of the Diagnosis of the Emergency Plan of Oleoflores is evidenced, however, there is no Emergency Plan Document that identifies potential emergencies and ways to deal with them (before, during and after the emergency). Likewise, there are no emergency brigades formed, there is a list of candidate registration for emergency brigade (the date of registration is not evidenced). All the registered ones correspond to field workers, there are no administrative workers registered.</p>			
<p>Lead Assessor signature:  Date: 16/06/2017</p>			
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p>			
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p>			

Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN)	
ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-17		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MINOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of August, 2017

Aspect of standard:

4.8.2. Records of training for each employee shall be maintained.

Evidence of non-conformity:

Oleoflores – Tibu

Records of trainings given during the year 2017, such as "Customer Service", "Pest Counts", "Pesticide Management, Health and safety Reinduction", "Disclosure of Pruning Standards", among others, are evidenced; However there is no evidenced of Information for each employee.

The training of Miryam Torres - Warehouse and Purchasing is verified, but she has only received training in "Customer Service" given on 07-01-2017. No training has been provided in the safe handling of agrochemicals, taking into account that agrochemicals are managed in the storage warehouse.

Oleoflores - Codazzi

The organization has record trainings in an Excel sheet, where each worker has the subjects to which he has attended. However, It was not evidenced training in Safe management of agrochemicals of the workers Robinson Dazza and Javier Valencia as established in Decree 1843 of 1991 art 172.

Lead Assessor signature:

Date: 16/06/2017





Root Cause Analysis and extent: (To be filled by Auditee)


Corrective/Preventive Actions: (To be filled by Auditee)


Evidence of Conformity:


Review of evidences submitted to CUC:

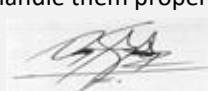
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN)	
ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-18		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
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 			
Evidence of non-conformity:			
The company Oleoflores has carried out a study of the identification of the HCV, where a management plan for HCVs is established, based on the monitoring of fauna and flora the species that has been threatened and in the awareness of workers. However, in Codazzi, the areas of Tropical Dry Forests or the inclusion of local communities have not been identified, especially the Yukpa Indigenous group that lives in the zone of influence of the organization. In the interviews with the workers the presence of members of the indigenous communities in the zones of the rivers and streams of the plantations is expressed.			
Lead Assessor signature: 			
Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			
Evidence of Conformity:			
Review of evidences submitted to CUC:			

Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-19		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Codazzi, Cesar, Colombia Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
5.3.2. All chemicals and their containers shall be disposed of responsibly.			
Evidence of non-conformity:			
It is evident the final disposal of the chemical waste with authorized companies. However, during visits to Oleoflores farms and smallholders audited it was evidence products of agrochemicals that have not been managed for their final disposal, in the case of products such as the Dipel in the farms of Tibú or the reused of agrochemicals in the farm El Carmen from Oleoflores (container of Monocrotophos).			
Lead Assessor signature:  Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Lack of culture and awareness regarding the inadequate disposal of waste and the potential impacts caused by these bad practices.			
Corrective/Preventive Actions: (To be filled by Auditee)			
1. Perform a day of integral collection of waste (especially hazardous / agrochemical) in the warehouses and field areas. 2. Deliver and dispose with company specialized in waste management. 3. Request the certificate of final disposal of hazardous waste. 4. Make awareness with the collaborators of the areas, under the theme: integral waste management. (Frequency: 3 times a year). 5. Act of group commitment. 6. Carry out a campaign "No to reuse, but YES to the destruction of agrochemical containers" 7. Perform maintenance to the biological beds. 8. Perform Follow up on workplaces and storage of agrochemical products (quarterly frequency - first follow-up Sep 2017 / management report).			
Evidence of Conformity:			
Journeys of collection of waste. Collection, delivery, transportation and final disposal by the company specialized in the service. Certificate of final disposal of waste. Records of awareness to employees.			



Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017 where the following information was confirmed Journeys of collection of waste. Collection, delivery, transportation and final disposal by the company specialized in the service. Certificate of final disposal of waste. Records of awareness to employees.	
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-20		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard: 5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.			
Evidence of non-conformity: The company has a management plan for solid waste documented and implemented. However, there have been shortcomings in the management of hazardous products used for laboratory quality control (Hexane) and domestic pest control (Insecticides). These products are stored without proper safety measures to avoid the risk of incompatibility, there are no emergency containment measures and the people who handle these products do not have the skills to handle them properly.			
Lead Assessor signature: Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			
Evidence of Conformity:			
Review of evidences submitted to CUC:			
Conclusion by CUC:			
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			



Lead Assessor signature: 	Date: 15-08-2017.
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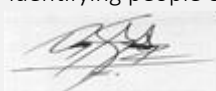
NC number:	2017-21		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard: 5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.			
Evidence of non-conformity: There is no evidence of fuel and energy use monitoring in the plantations of smallholders of Oleoflores S.A.S.			
Lead Assessor signature:  Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			
Evidence of Conformity:			
Review of evidences submitted to CUC:			
Conclusion by CUC:			
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Lead Assessor signature: 	Date: 15-08-2017.		


NC number:	2017-22		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Major	Site :	Codazzi, Cesar, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard: 5.6.1 An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4).			


<p>Evidence of non-conformity: There is no evidence of an isokinetic study that establishes the emission values generated in the boilers of the Mill elaborated by authorized companies by the competent national authorities.</p> <p>Lead Assessor signature:  Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee) Lack of resources to pay to the company who provides with the assessments and measurements of the emissions. No payment has been made to the company specialized in the provision of the service (Servicios de Ingeniería y Ambiente S.A.S / SERAMBIENTE) to perform the delivery of the results through technical report of the atmospheric studies performed.</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee) Make payment to the company providing the service. Submit receipt of payment to the company providing service and request results of the measurements.</p>	
<p>Evidence of Conformity: Technical report of the monitoring of emissions from fixed sources. REPORT OT 1426- FF-0265. Report swinging induced draft fan. VR 750 Boiler report. VR 20 Boiler report Work carried out on the VR 20 and 750 boiler emission control system. 2nd trimester report 2017.</p>	
<p>Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017. Where the new report has been given and the company knows about the importance to continue with this assessments. This was confirmed by the Manager of sustainability on site.</p>	
<p>Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017</p>	
<p>NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)</p>	
<p>ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>


NC number:	2017-23		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Codazzi, Cesar, Colombia Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
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.			
Evidence of non-conformity:			
Monitoring of emission sources has not been done with an appropriate tool. The Palm GHG version 3 tool has not been used and the study methodology developed by CENIPALMA (based on the SINNAPRO software) has not been authorized by RSPO.			
Lead Assessor signature:			


Date: 16/06/2017	
	
Root Cause Analysis and extent: (To be filled by Auditee)	
Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN)	
ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-24		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
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.			
Evidence of non-conformity:			
Tibu – Codazzi There's evidenced of a certificate issued by the Colombian Ministry of the Interior dated 02-10-2013 that certifies the non-presence of Black, Agro-Colombian, Rizal and Palenqueras, Indigenous, Rom and Minorities Communities in the area of the project; however there's no evidence of a documented procedure of legal, customary or user rights, nor a procedure for identifying people entitled to compensation.			
Lead Assessor signature: 		Date: 16/06/2017	
Root Cause Analysis and extent: (To be filled by Auditee)			
Lack of follow up of the RSPO indicators in the Colombian national interpretation. It was assumed that this requirements didn't apply for not having customary rights.			
Corrective/Preventive Actions: (To be filled by Auditee)			
Create a procedure in customary, legal or user rights. Review in detail the indicators of the standard and create a document that allows follow up.			


Evidence of Conformity: Procedure in customary, legal or user rights. Document that details the evidences for the fulfillment of the indicators including responsible.	
Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017.	
Conclusion by CUC: This NC can be closed because the evidence is sufficient.	
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-25		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MINOR	Site :	Tibu - Codazzi
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 6.4.2. A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrates and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land.			
Evidence of non-conformity: There's no evidence of a documented procedure for calculating and distributing fair compensation (monetary or otherwise).			
Lead Assessor signature: Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			
Evidence of Conformity:			

Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-26		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MINOR	Site :	TIBU
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard:			
6.5.3. 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.			
Evidence of non-conformity:			
Residents in the farms that do not have adequate housing, since it was evidenced in the farm El Carmen owned by Clodomiro Rodriguez, room next to the agrochemical and fuel warehouse.			
Lead Assessor signature:			
Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			
Evidence of Conformity:			
Review of evidences submitted to CUC:			

Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-27		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard: 6.6.1. A published statement in local languages recognising freedom of association shall be available			
Evidence of non-conformity: There's no evidence of a documented or published Freedom of Association Policy in the organization OLEOFLORES. Lead Assessor signature:  Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee) Delays in the publications of the official updated documents of Oleoflores.			
Corrective/Preventive Actions: (To be filled by Auditee) Carry out the disclosure and publication of the Good Governance and ethical conduct policy where the recognition of freedom of association within the company is defined. Follow the validity of the official documents of Oleoflores.			
Evidence of Conformity: List of assistance and photographic records of the disclosure of the Good Governance and the ethical conduct policy where the freedom of association is recognized.			
Review of evidences submitted to CUC: The evidence was reviewed during the NC closing visit, 15-08-2017 where also commitment by the manager of sustainability is confirmed. . during the visit was reviewed List of assistance and photographic records of the disclosure of the Good Governance and the ethical conduct policy where the freedom of association is recognized.			
Conclusion by CUC: This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017.			
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

Lead Assessor signature: 	Date: 15-08-2017.
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NC number:	2017-28		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018

Aspect of standard:

6.8 .1. A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented.

Evidence of non-conformity:

There is no evidence of a documented or publicly available policy of equal opportunities including identification of relevant/affected groups in the local environment.

Lead Assessor signature:

Date: 16/06/2017



Root Cause Analysis and extent: (To be filled by Auditee)

Delays in the publications of the official updated documents of Oleoflores.

Corrective/Preventive Actions: (To be filled by Auditee)

Carry out the disclosure and publication of the Good Governance and the ethical conduct policy where the policy of equality of opportunities within the company is recognized.
Follow the validity of the official documents of Oleoflores.

Evidence of Conformity:

List of assistance and photographic records of the disclosure of the Good Governance and the ethical conduct policy where the policy of equality of opportunities within the company is recognized.

Review of evidences submitted to CUC:


The evidence was reviewed during the NC closing visit, 15-08-2017 where also commitment by the manager of sustainability is confirmed. . during the visit was reviewed List of assistance and photographic records of the disclosure of the Good Governance and where the policy of equality of opportunities within the company is recognized.

Conclusion by CUC:



This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017

NC Status: Yes (CLOSED) No (OPEN)



ON SITE VERIFICATION REQUIRED Yes No

Lead Assessor signature: 	Date: 15-08-2017.
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NC number:	2017-29
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Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MAJOR	Site :	Tibu
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard:			
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.			
Evidence of non-conformity:			
There is no evidence of a policy to protect the reproductive rights of all being implemented and communicated to all levels of the workforce			
Lead Assessor signature: 			
Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			
Delays in the publications of the official updated documents of Oleoflores.			
Corrective/Preventive Actions: (To be filled by Auditee)			
Carry out the disclosure and publication of the Good Governance and ethical conduct policy where the policy to protect reproductive rights towards the interior of the company is recognized			
Follow the validity of the official documents of Oleoflores.			
Evidence of Conformity:			
List of assistance and photographic records of the disclosure of the Good Governance and the ethical conduct policy where the policy to protect reproductive rights towards the interior of the company is recognized.			
Review of evidences submitted to CUC:			
The evidence was reviewed during the NC closing visit, 15-08-2017 where also commitment by the manager of sustainability is confirmed. During the visit was reviewed List of assistance and photographic records of the disclosure of the Good Governance and the ethical conduct policy where the policy to protect reproductive rights towards the interior of the company is recognized.			
Conclusion by CUC:			
This NC can be closed because the evidence was sufficient, proved and confirmed during the NC closing visit 15-08-2017			
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)			
ON SITE VERIFICATION REQUIRED Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Lead Assessor signature: 		Date: 15-08-2017.	



NC number:	2017-30		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	MINOR	Site :	Tibu
Raised by:	Oscar Lugo	Deadline :	15 of June, 2018
Aspect of standard:			
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.			

Evidence of non-conformity: There's evidenced of a procedure "ATTENTION OF CONCERNS OF INTEREST GROUPS SO-PR-1/Version 02 dated 2017.01.08, however, there is no evidence of a mechanisms that guarantees the anonymity, also there's no evidence of a communication at all levels of the Work force, Example: CHRISTIAN ARLEY CARRILLO NIÑO and ARIEL ENRIQUE SIMANCA BALLESTEROS.	
Lead Assessor signature:  Date: 16/06/2017	
Root Cause Analysis and extent: (To be filled by Auditee)	
Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-31		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard: 7.1.1. An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented			


<p>Evidence of non-conformity: It is evidenced the realization of the Socio-Environmental Impact Study conducted in December 2016 by workers of the organization Oleoflores. However, this report is a baseline on the socio-economic conditions of the local populations of Tibu, and therefore they have not taken into account the socio-environmental impacts directly associated with the new palm oil plantations of the smallholders Associated with Oleoflores.</p> <p>Lead Assessor signature:  Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p>	
<p>Evidence of Conformity:</p>	
<p>Review of evidences submitted to CUC:</p>	
<p>Conclusion by CUC:</p>	
<p>NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>


NC number:	2017-32		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
<p>Aspect of standard: 7.1.3. When oil palm developments include an outgrower scheme, special attention should be given to the impacts and implications of its management.</p>			

<p>Evidence of non-conformity: By not having identified the socio-environmental impacts generated by the new plantations, no management measures have been established that are in line with the results of the Socio-Environmental Impact Assessment.</p> <p>Lead Assessor signature:  Date: 16/06/2017</p>	
<p>Root Cause Analysis and extent: (To be filled by Auditee)</p>	
<p>Corrective/Preventive Actions: (To be filled by Auditee)</p>	
<p>Evidence of Conformity:</p>	
<p>Review of evidences submitted to CUC:</p>	
<p>Conclusion by CUC:</p>	
<p>NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	
<p>Lead Assessor signature: </p>	<p>Date: 15-08-2017.</p>


NC number:	2017-33		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site:	Tibú, Norte Santander, Colombia
Raised by:	Oscar Lugo	Deadline:	16 of June, 2018
<p>Aspect of standard: 7.2.1. Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations</p>			
<p>Evidence of non-conformity: It was not possible to evidence a map of the new plantations that includes topographic information and other physical characteristics such as hydrology, soil types, among others, that allow the implementation of management plans for the implementation of good agricultural and environmental practices.</p>			

Lead Assessor signature: Date: 16/06/2017 	
Root Cause Analysis and extent: (To be filled by Auditee)	
Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-34		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Cesar, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard: 7.3.1. There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).			
Evidence of non-conformity: The smallholders of Tibú have made new plantations since 2005, however, change in land use studies have not been carried out to establish the types of cover present before the establishment of new plantations that is endorsed by the RSPO Secretariat.			
Lead Assessor signature: Date: 16/06/2017			

Root Cause Analysis and extent: (To be filled by Auditee)	
Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

NC number:	2017-35		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Cesar, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
7.6.1. Documented identification and assessment of demonstrable legal, customary and user rights shall be available.			
Evidence of non-conformity:			
Customary rights related to new plantations by smallholders associated with Oleoflores have not been established.			
Lead Assessor signature:			
Date: 16/06/2017			
Root Cause Analysis and extent: (To be filled by Auditee)			

Corrective/Preventive Actions: (To be filled by Auditee)	
Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.


NC number:	2017-36		
Client name:	Oleoflores S.A.S.		
Date raised:	16 of June, 2017		
Major or Minor:	Minor	Site :	Tibú, Cesar, Colombia
Raised by:	Oscar Lugo	Deadline :	16 of June, 2018
Aspect of standard:			
7.8.1. The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated			
Evidence of non-conformity:			
Carbon stocks associated with new plantations established by smallholders associated with Oleoflores have not been established through appropriate methodologies for this work.			
Lead Assessor signature: 		Date: 16/06/2017	
Root Cause Analysis and extent: (To be filled by Auditee)			
Corrective/Preventive Actions: (To be filled by Auditee)			

Evidence of Conformity:	
Review of evidences submitted to CUC:	
Conclusion by CUC:	
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Lead Assessor signature: 	Date: 15-08-2017.

4.3.2 Non-Conformity Identified during the last ASA, not applicable for MA

The following NC's were raised during the last audit and the status was reviewed as indicated below.

NC number:	01
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MAJOR
Raised by:	Adriana Vargas
Aspect of standard:	
5.2.2 Conservation status (e.g. IUCN status), legal protection, population status and habitat requirements of rare, threatened, or endangered species that could be significantly affected by the grower or miller.	
Evidence of non-conformity:	
<p>The study does not have conservation status (e.g. IUCN status), legal protection, population status and habitat requirements of rare, threatened, or endangered species that could be significantly affected by the grower or miller.</p> <p>Although the organization OLEOFLORES S.A. has identified some species according to their conservation status, most of these species that have been identified could not be significantly affected by the grower or processor since they're located in very remote territories of the areas of influence of plantations and palm oil mill. On the other hand, it has not been identified yet the conservation status, population status and habitat requirements of rare, threatened species presents in the area. Furthermore, during the audit, there was evidence found of the presence of a number of species on the IUCN / CITES lists and status of critically endangered according to the country's legal resolutions. For example:</p> <p>Codazzi area. References available on the presence of the specie Brown Spider Monkeys (<i>Ateles hybridus</i>), listed according to the IUCN Red List as Critically Endangered Species in the Northeast region of Colombia.</p> <p>Tibú area. The Organization has confirmed the presence of Caiman Needle (<i>Crocodylus acutus</i>) in the rivers of the region. Although, it not has been classified yet on the IUCN Red List as vulnerable or as endangered species facing extinction</p>	

Closed by Merclin Lopez			
Assessors Signature		Date	04/12/2015

NC number:	02
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MAJOR
Raised by:	Adriana Vargas


Aspect of standard:

5.2.3 Identification of high conservation value habitats, such as rare and threatened ecosystems that could be significantly affected by the grower or Miller.

Evidence of non-conformity:

The organization had implemented the conservation program of wild fauna and flora in Codazzi: PR-SOMA-348, version 00, 27.2.2014, in order to provide mechanisms and methodologies for maintaining ecosystems. However, the Organization has not identified the High conservations value habitats, especially those holding the presence of rare, threatened or endangered species in the areas of influence of the organization, followed by the precautionary principle to the presence of those endangered species. The same situation occurs in Tibú.

Closed by Merclin Lopez

Assessors Signature		Date	05/12/2015
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NC number:	3
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas

Aspect of standard:

2.1.5. Protocols to inform authorities about suspicious money laundering and terrorist financing activities in the sector.


Evidence of non-conformity:


The company has prevention policy and risk control against money Laundering and Financing of Terrorism proven in the Document Version 0, dated December 1st, 2014, signed by the Legal Representative Mr. Carlos Roberto Murgas Guerrero. Although, the protocol to inform authorities about suspicious money laundering and terrorist financing activities in the industry needs to be defined and documented yet.

Closed

Assessors Signature		Date	16/06/2017
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NC number:	4
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR

Raised by:	Adriana Vargas		
Aspect of standard:			
Aspect of standard:			
6.6.1. Documented policy recognizing freedom of association. Including:			
<ul style="list-style-type: none"> • Publication of internal work rules • Right to accurate information. • Minutes or records of meetings and agreements with unions or representatives of workers 			
Evidence of non-conformity:			
The compulsory declaration of the right to free association in the internal regulations is evidenced but is not defined a policy of freedom of association for company.			
Internal regulations. Art.42 the company is prohibited.			
Number 4 Limit or press in any way workers in the exercise of their right of association.			
Smallholders: Oleoflores S.A.S. Smallholders associated producers (164):			
It is evidenced in the internal regulations of the company Promotora an established policy of freedom of association in Article 42 point 4.			
The company has designed the internal regulations for smallholders, but the policy of freedom of association is not included. For this reason, there was no evidence of socialization and publications at the farms.			
Closed			
Assessors Signature		Date	16/06/2017


NC number:	5		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
6.9.1. The company must have:			
Documented policy of respect for the rights of women, which must be reflected in the internal work rules.			
<input checked="" type="checkbox"/> A policy on sexual harassment and violence in the workplace and records of implementation.			
<input checked="" type="checkbox"/> Support for maternity leave and breastfeeding breaks.			
<input checked="" type="checkbox"/> Grievance and complaints mechanism.			
<input checked="" type="checkbox"/> Regular consultations to establish the level of satisfaction and compliance with internal work rules and social welfare policies.			
Evidence of non-conformity:			
The company has a policy of integrated management published and socialized, which includes a policy on sexual harassment and violence in the workplace. Also, it is in the internal regulations of the company.			
There was no socialization process for smallholders and employees of the temporary service company.			
During the interviews conducted to workers, they stated that they do not know the procedures regarding this matter.			
These two situations reflect a weak implementation of this regulation and mandatory policy.			
Closed			
Assessors Signature		Date	16/06/2017


NC number:	6		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.3.2 Additionally, there are:			
<ul style="list-style-type: none"> • Maps of fragile soils available. • A management strategy in place for plantings on slopes above a certain limit (it needs to be soil and climate specific). • Road maintenance program in place. • Fragile soil management plan. 			
Evidence of non-conformity:			
Smallholders: Oleoflores S.A.S. Smallholders associated producers (164):			
Was not evidenced:			
<ul style="list-style-type: none"> • Management strategy for plantations that will reach to establish on slopes. 			
Fragile soil management plan.			
Closed			
Assessors Signature		Date	16/06/2017

NC number:	7		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.4.7 Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones			
Evidence of non-conformity:			
No evidence of a specific procedure to indicate the strategies and management measures to restore and maintain riparian buffers of rivers and streams in the area Codazzi.			
Closed			
Assessors Signature		Date	16/06/2017


NC number:	8		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.5.3 Monitoring of pesticide toxicity units (a.i/LD 50 per ton of FFB or per hectare).			
Evidence of non-conformity:			
Smallholders: Oleoflores S.A.S. Smallholders associated producers (164):			
Monitoring of pesticide toxicity units was not evidenced.			
Closed			


Assessors Signature		Date	16/06/2017
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NC number:	9		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard: 4.5.8 Characterization of all plant species and beneficial insect species present in the plantation, as an approximation to ecological agriculture.			
Evidence of non-conformity: Smallholders: Oleoflores S.A.S. Smallholders associated producers (164): A characterization of populations of diverse vegetation in the crop was not evidenced.			
Closed			
Assessors Signature		Date	16/06/2017

NC number:	10		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard: 4.6.2 Records of pesticide use (including active ingredients used, area treated, amount applied per ha and number of applications).			
Evidence of non-conformity: Smallholders: Oleoflores S.A.S. Smallholders associated producers (164): A characterization of populations of diverse vegetation in the crop was not evidenced.			
Closed			
Assessors Signature		Date	16/06/2017

NC number:	11
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas
Aspect of standard: 4.6.8 Chemicals should only be applied by qualified persons who have received the necessary training and should always be applied in accordance with the product specifications and safety requirements. Appropriate safety equipment must be provided and used. All workers must follow, apply and understand all precautions that apply to the product (see also criterion 4.7 relating to health and safety)	
Evidence of non-conformity: It was not evidenced that personnel that manipulates and/or apply agrochemicals has received the necessary	

<p>training. According to decree 1843 of 1991, on use and handling of pesticides, according to article 172, was found to do not meet with the 60 hours of training as set out in the decree. In the documental review of related staff with the manipulating and/or application of agrochemicals, it was evidenced the following hours of training received: Tibú Zone: Mr. Miguel Durán (8 hours) and Mr. Leonardo Bastos (3 hours). Codazzi Zone: Mr. Olmar Ortiz Vega (6 hours), Mr. Fabian Agudelo (6 hours) and Mr. Argemiro Castrillo (30 minutes). Closed</p>			
Assessors Signature		Date	16/06/2017

NC number:	12		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.6.11 Specific annual medical surveillance for pesticide operators, and documented action to eliminate adverse effects.			
Evidence of non-conformity:			
Smallholders: Oleoflores S.A.S. Smallholders associated producers (164): It was not evidenced laboratory tests for measurement of erythrocyte acetyl cholinesterase of Mrs. Alejandra Osorio, whoever manipulates agrochemicals and is exposed to the risks inherent in the work carried out, to the being the person responsible for storage			
Raised to a major and it was closed during the NC closing visit.			
Assessors Signature		Date	15/08/2017

NC number:	13		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.7.3 Records and analysis of incidents, accidents and hours of disability leave			
Evidence of non-conformity:			
Oleoflores S.A.S: Records of incidents and accidents are evidenced, are documented by the general indicator of absenteeism due to accidents at work and general illness. Your scope is Codazzi zone. With this tool were carried records of incidents and accidents, as well as analysis and follow-up work each of them during the time of incapacity.			
Smallholders: Oleoflores S.A.S. Smallholders Associated Producers (164): The company has the reports and analysis of worker accidents for direct workers as well as the ones occurred to workers who are hired through temporary services company. Nevertheless, direct staff of the company only did the aforesaid analysis. Participation of workers hired by temporary services no was evidenced On smallholders's farms there are no reports of accidents or incidents, therefore no analysis exists in this regard.			
Closed			

Assessors Signature		Date	16/06/2017
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NC number:	14
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas

Aspect of standard:

4.7.6 Occupational Health Joint Committee (COPASO in Spanish) is appointed according to current regulations and the size of the plantation and includes the participation of workers and employers. Meetings reports, records of occurrence of incidents, accidents and action plans to prevent them as well as topics concerning industrial safety and occupational health are maintained.

Evidence of non-conformity:

It has been chosen and formed the joint panel on HEALTH AND SAFETY AT WORK (acronym in Spanish: COPASST) according to regulations.

Workers participation was evidenced in the selection process of the COPASST through meeting minutes and records the whole process of implementation of the System of Industrial Safety and Occupational Health.

The reports of the monthly meeting of COPASO are evidenced. Nevertheless, there are no action plans, no improvement plans, no agreements, nor a record of checking of previous commitments. The meeting reports did not show any improvement and no accident analysis either.

There were no works accidents reported by direct workers, temporary workers or smallholders in Tibu zone.

There is no evidence that smallholder's farms are part of the scope of COPASST.

Closed

Assessors Signature		Date	16/06/2017
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NC number:	15
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas

Aspect of standard:

4.7.8 Training program for all workers in the areas of accident prevention, safe working practices, industrial safety and first aid, both in agricultural and mill industrial activities (4.8), documented and implemented.

Evidence of non-conformity:


The company Oleoflores S.A. provided training in regards to the issues proposed by RSPO (accident prevention, safe working practices, industrial safety and first aid, both in agricultural and mill industrial activities) for employees and contractors, but the coverage of all small farmers and their workers has not yet been guaranteed.


It was evident that in several of the smallholder's farms trainings in first aids and accident prevention were not conducted.

Closed


Assessors Signature		Date	16/06/2017
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NC number:	16
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Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
4.8.2 Records of training for each employee.			
Evidence of non-conformity:			
<p>Training records are filled out with assistants, topic, date and instructor.</p> <p>In Oleoflores S.A. company was not evidence of comprehensive training for all workers, as example: In the First aid training, workers Mrs. Elizabeth Cuadros and Mr. Leonardo Bastos were not found. In the accident report training, worker Mrs. Elizabeth Cuadros was not found.</p> <p>No training was evident in topics sexual harassment or labor harassment for direct workers and temporary services workers.</p> <p>Mr. Miguel Duran and Mr. Leonardo Basto in safe handling of agrochemical no full training (60 hours) were evidenced.</p> <p>There was not evidence that the company of Temporary (manpower) services has training records, nor manages training for its workers.</p> <p>Raised to a major and it was closed during the NC closing visit.</p>			
Assessors Signature		Date	15/08/2017

NC number:	17		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
5.2.4. Identification of opportunities for connectivity between fragments of natural forests.			
Evidence of non-conformity:			
<p>Bio geographical studies that identify opportunities to implement measures to compensate for possible habitat fragmentation were no evidenced.</p> <p>Closed</p>			
Assessors Signature		Date	16/06/2017

NC number:	18		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
5.2.5. If rare, threatened or endangered species or high conservation value (HCV) habitats are present, appropriate measures for management planning and operations will include:			
<ul style="list-style-type: none"> • Ensuring that any legal requirements relating to the protection of the species or habitat are met. 			
Evidence of non-conformity:			
<p>The appropriate measures for management planning and operations that include rare, threatened or endangered species or high conservation value (HCV) habitats no were evidenced</p> <p>Closed</p>			

Assessors Signature		Date	16/06/2017
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NC number:	19
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas

Aspect of standard:

6.1.1 Documented social impact assessment including records of meetings.

Evidence that the assessment has been done with the participation of affected parties. Participation in this context means that affected parties are able to express their views through their own representative institutions during the identification of impacts, reviewing findings and plans for mitigation and monitoring the success of the implemented plans.

Evidence of non-conformity:

Document social impact assessment of the company Oleoflores S.A. was evidenced during the document review.

In this process with smallholders the following tool was used: Social, Environmental and Technical diagnosis of palm farming community.

In the study, the following groups were taken into account and part of the process: the Communal Action Boards (JAC in Spanish), the Community Mothers, teachers, students, plantation workers and environmental corporations (Government). The villages that were part of it are San Martin, Santa Ana, Mirador and Km 30. The sample was made of 55 people.

During the application of the tools participants did not write their names nor the role they play in the community. There was no way to determine if it was applied to stakeholders since there was no attendance list to determine whether they attended these meetings or not.

Closed

Assessors Signature		Date	16/06/2017
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NC number:	20
Client name:	Oleoflores S.A.S.
Date raised:	06/02/2015
Major or Minor:	MINOR
Raised by:	Adriana Vargas

Aspect of standard:

6.1.4 Evidence that the parties involved participate in the identification and preparation process of measures to minimize local and regional impacts


Evidence of non-conformity:

At the smallholders awareness meetings, it was reported to inform the social impact results obtained through a tool called ?Tu opinion cuenta?.

However the tool does not have the names of the institutions that were involved. Therefore, it was not possible to state whether all stakeholders did it in a participatory way.

Closed

Assessors Signature		Date	16/06/2017
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NC number:	21		
Client name:	Oleoflores S.A.S.		
Date raised:	06/02/2015		
Major or Minor:	MINOR		
Raised by:	Adriana Vargas		
Aspect of standard:			
6.11.1 Demonstrable contributions to local development that are based on the results of consultation with local communities, compiled in a sustainability balance report.			
Evidence of non-conformity:			
There was no evidence of a sustainability balance report where information is collected and therefore it could not be demonstrated the contributions to local development. In the case of Smallholders (Promotora Hacienda Las Flores S. A.S.) the company has a model and quote of the company Enlaza. Nevertheless, that process has not started yet.			
Closed			
Assessors Signature		Date	16/06/2017

4.3.3 Observations Raised During this Audit

Non-were raised during this audit.

4.4 Issues that were raised during the Stakeholder Consultation, if any

Stakeholders that are likely to have information relevant for the evaluation was identified during the evaluation planning process.

- For Main and Re-Assessments, a 30 day Stakeholder consultation announcement is published on the RSPO website prior to the audit. The same announcement is circulated by the client and independently by the Control Union prior to the audit.
- For subsequent Annual Assessments, it is based on stakeholders reading the approved public summary reports available on the RSPO website, the client's procedures in receiving on-going feedback or if feedback was sent directly to Control Union prior to an audit or thorough RSPO complaints procedures.

Prior to and during all assessments (Main and annual), the audit team will seek to gather evidence about all relevant principles and criteria directly from stakeholders including statutory bodies, indigenous peoples, local communities (including displaced communities, if any), workers and workers' organizations [including migrant workers], smallholders, and local and national NGOs.

During each assessment the audit team will review the company's implemented procedures in receiving feedback and will execute field visits and interviews. Not limited to the following questions, any feedback received is reviewed and summarized in this summary report for either Part 2 – Partial Certification or Part 4 – Assessment Findings above or noted below, if applicable:

1. Do you have any remarks on the RSPO standard?
2. What is your relation with the applicant?
3. Are there any plantation or mill management practices that affect you?
4. Do you consider any management is in conflict with the RSPO principles and criteria?
5. Do you have any suggestions for management?
6. Are you aware of any HCV in the plantations or in adjacent land?
7. Are you aware of any endangered or rare species?
8. Are there any adverse (or positive) effects on local communities?
9. Additional comments?

11. Do you have any comments about the assessment team and would you like to meet with them?
12. Do you have any comments for the client's management of any other plantations?

RSPO Principle	Stakeholder comment	CUC response
1 –Commitment to transparency	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
2 - Compliance with applicable laws and regulations	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
3 - Commitment to long-term economic and financial viability	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
4 - Use of appropriate best practices by growers and millers	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
5 - Environmental responsibility and conservation of natural resources and biodiversity	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
6 –Responsible consideration of employees, and of individuals and communities affected by growers and mills	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
7 - Responsible development of new plantings	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---
8 - Commitment to continuous improvement in key areas of activities	During the meeting and interviews conducted, there were no complaints from the staff. Consistency is evidenced by interested parties.	---

PART 5: RSPO SUPPLY CHAIN CERTIFICATION

The palm mill mentioned in the scope of the audit was audited against the requirements of the following:
RSPO Supply Chain Certification Systems. November 2014
RSPO Supply Chain Certification Standard. November 2014

5.1 POM Included In The Scope Of The Audit

Name Palm Oil Mill (POM)	Mill Capacity MT/Hour	Location Address	Supply Chain Model (IP or MB)
Oleoflores	42	Agroindustrial Complex: Km 5 via Codazzi – Valledupar, Hacienda Las Flores	MB

5.2 Confirmation Of The Company's Summary Of Annual Certified Volume Of RSPO Certified Palm Oil And Palm Kernel Over A Specified Period

Product CU Code	CPO (MT)	PK (MT)	Specified 12 month period
POM 1	15,432	3,409	Actual volumes between 01/01/2017 to 31/12/2017. See also 1.6 above. Note: please provide forecasted certified volume

5.3 Summary Report Including A Brief Description Of The Scope Of Certification

Oleoflores S.A.S. is a company with one extraction plant palm oil with a nominal capacity of 45 MT/Hour, a process in which the FFB received of oil palm plantation (Oleoflores S.A.S and Oleoflores S.A.S. Smallholders associated producers) is transformed in CPO and PK, the inputs and outputs of the extraction plant are monitored in real time by the integrated information SAP maintaining control of the supply chain system, through the Mass Balance.

A full RSPO SCCS certification audit was used during this annual assessment and the findings support the certification based on supply chain model listed above.

5.4 Monthly Records of Certified and Uncertified FFB Received Since the Last Audit In case of Main Assessment, it shall be the last 12 month figure.

Figure are actual FFB production on monthly basis

No	MONTH-YEAR	Certified Supply Bases (MT)	Uncertified Supply Bases (MT), if any	Total (MT)
1	March 2016	2.289	11.304	13.593
2	April 2016	1.865	11.610	13.474
3	May 2016	3.209	15.516	18.725
4	June 2016	3.662	17.154	20.816
5	July 2016	4.375	19.631	24.006
6	August 2016	4.845	17.573	22.418
7	September 2016	3.655	17.573	21.228
8	October 2016	3.925	19.012	22.938
9	November 2016	3.698	19.788	23.486
10	December 2016	3.399	17.139	20.539
11	January 2017	4.190	23.616	27.806
12	February 2017	5.145	28.112	33.257
13	March 2017	6.041	40.106	46.147
14	April 2017	5.746	38.366	44.112
	TOTAL	56.045	296.499	352.544

5.5 Monthly Records of Certified CPO and PK Since the Last Audit

In case of Main Assessment, it shall be the last 12 month figure.

Figure are actual CPO and PK production on monthly basis

No	MONTH-YEAR	Certified CPO (MT)	Certified PK (MT)
1	March 2016	474,29	107,30
2	April 2016	428,71	100,07
3	May 2016	620,39	135,22
4	June 2016	816,78	171,52
5	July 2016	965,73	205,21
6	August 2016	1.051,71	230,63
7	September 2016	785,08	169,56
8	October 2016	854,40	185,66
9	November 2016	842,33	177,71
10	December 2016	804,62	170,62
11	January 2017	982,2	211,71
12	February 2017	1.136,71	257,06
13	March 2017	1.072,33	242,50
14	April 2017	1.281,34	287,29
15	May 2017	1.356,33	299,84
	TOTAL	12116,62	2652,06

5.6 Records of Certified CPO & PK Sold under GreenPlam to Buyers since the Last Audit, if Any

In case of Main Assessment, it shall be the last 12 month figure.

Figure are actual Certified CPO & PK Sold under GreenPlam to Buyers on monthly basis

No	Buyers Name	GreenPalm Trading No	Certified CPO (MT) Sold	Certified PK (MT) Sold
1	N/A			

5.7 Records of Certified CPO & PK Sold under UTZ eTrace to Buyers since the Last Audit, if Any

In case of Main Assessment, it shall be the last 12 month figure.

If this is an Annual Surveillance Assessment, the figures used are since the last audit.

The transactions were sighted form the clients registered UTZ eTrace Account.

No	Buyers Name	UTZ eTrace Trading No	Certified CPO (MT) Sold	Certified PK (MT) Sold
1	INDUTRADE COLOMBIA S.A.S.	TR-0a9f26eb-0392	-	1.243,29 MT (509,75 MT PKO)
2	TeamFoods Colombia S.A.	TR-44dcaabb-b4e4	-	172,39 MT (70,68 MT PKO)
3	INDUTRADE COLOMBIA S.A.S.	TR-0a9f26eb-0392	-	1.223,95 MT (501,82 MT PKO)

5.8 Non-Conformities Identified during this Audit

Timeline for compliance:

- All non-conformances observed during an audit shall be classified as 'major' since all requirements for Supply Chain certification have to be met before granting certification.
- For Main Assessments, all non-conformances shall be addressed satisfactorily by the operation before certification may be granted by the certification body. If non-conformances are not addressed within three (3) months of the audit, a full re-audit shall be required. The certification body shall assess the effectiveness of the corrective and/or preventive actions taken before closing out the non-conformances.
- For Annual Surveillance Assessments, non-conformances raised after the certification are serious (i.e. must

<p>be considered as a major) and the integrity of the RSPO Supply Chain Certification is at risk. A maximum of one month is to be given to the certified client to satisfactorily address the non-conformance. The certification body shall assess the effectiveness of the corrective and/or or preventive actions taken. Should the nonconformance not be addressed within the one-month maximum timeframe, a suspension or withdrawal of the certificate and a full re-audit may be necessary.</p> <p>4. If no non-conformances are observed at an audit or when the corrective action plan has satisfactorily addressed raised non-conformance(s), the client shall be recommended for (re-) certification.</p>
<p>Non-were raised during this audit.</p>

5.9 Description of the Organizational Management Systems

Including organizations, management and operational systems to ensure compliance with the RSPO Supply Chain Certification Systems and Standards as detailed above

Oleoflores S.A.S. is a Company certified under ISO 17025 based on ISO 9000 and ISO 9001 in addition they are on certification process under RSPO P&C that has enabled him to create a system of quality management to implement the Standard RSPO SCC.

Senior management is committed to the implementation of supply chain certification for that reason have named Mr. Juan Carlos Paredes, Quality and System Management Director like responsible for the implementation and maintenance standard RSPO SCC.

5.10 Final Certification decision by Control Union for the RSPO SCCS Audit of the POM

Recommendations made:	Yes
Summary of non-compliances:	Non-compliances no were raised during this audit.
Certification status of client:	<p>The POM included in the scope of this audit demonstrated full compliance with the RSPO SCCS.</p> <p>With effect from the certification date given in the RSPOPC certificate, this POM mentioned in the scope of this report is considered to be certified in accordance with the RSPO SCCS.</p>

PART 6: CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

6.1 Date of next ASA

The provisional date for the next ASA is:	February 2018
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6.2 Date for Closure of Non-Conformities

See sections above for details of NC's, if any


• All major NCs to be closed by:	15/08/2017
• All minor NCs to be closed by:	Before next surveillance audit

6.3 Signing by the Client

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


I also confirm:

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

Acknowledged by:		 Signature
Name:	Diego Pierrand Weiss	
Position:	Director de Sostenibilidad & Certificaciones	
Date:	16/06/2017	

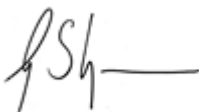
6.4 Signing by the Lead Auditor

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

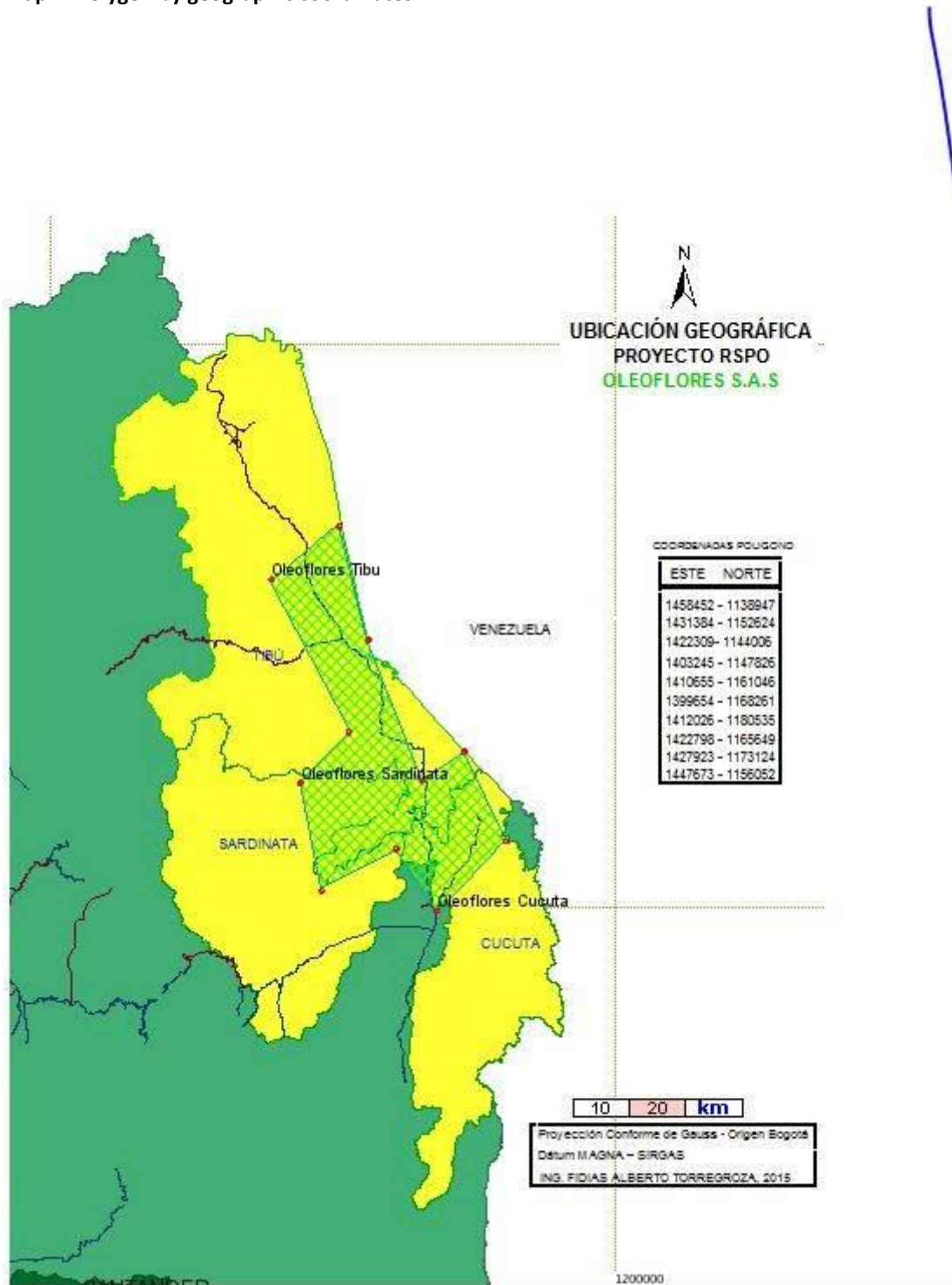
Acknowledged by:		 Signature
Name:	Oscar Javier Lugo Ramos	
Position:	Lead Auditor	
Date:	17/10/2017	

6.5 Signing by the Certifier

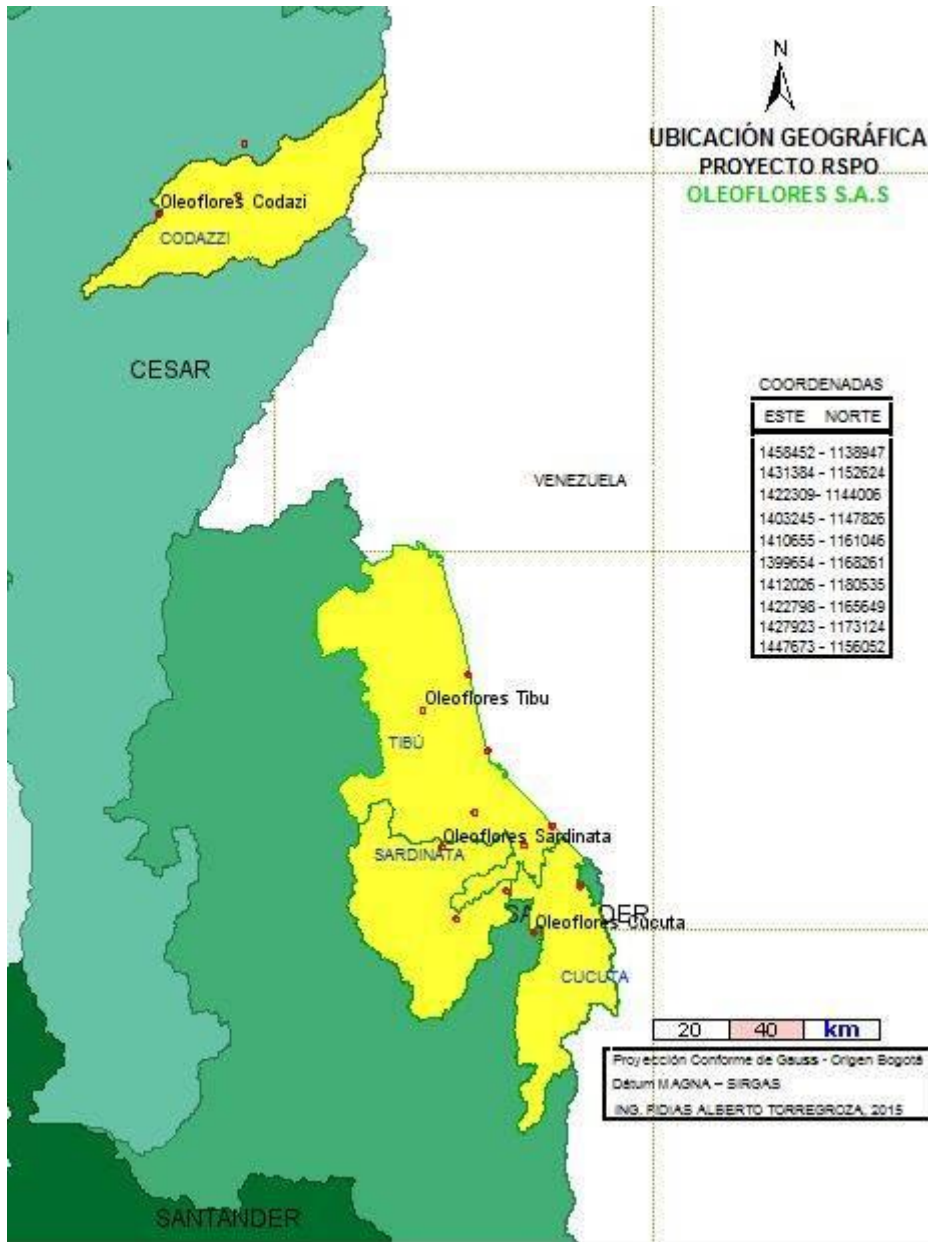
I the undersigned, being the Certifier, confirm that the information and conclusions included in this report have been prepared in good faith and that the certification decision has been based upon this information.

Acknowledged by:		 Signature
Name:	Gerben Stegeman	
Position:	Certifier	
Date:	18/10/2017	

Map 2: Polygon by geographic coordinates



Map 3. Location of the Farms by Municipalities.

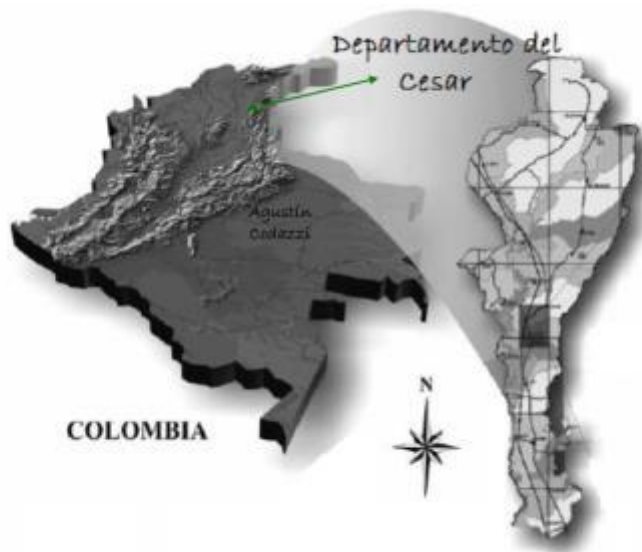


Map 4. National and municipal location of the Oleoflores-Codazzi business group.

Ubicación Nacional y Municipal del Grupo empresarial Oleoflores – Codazzi

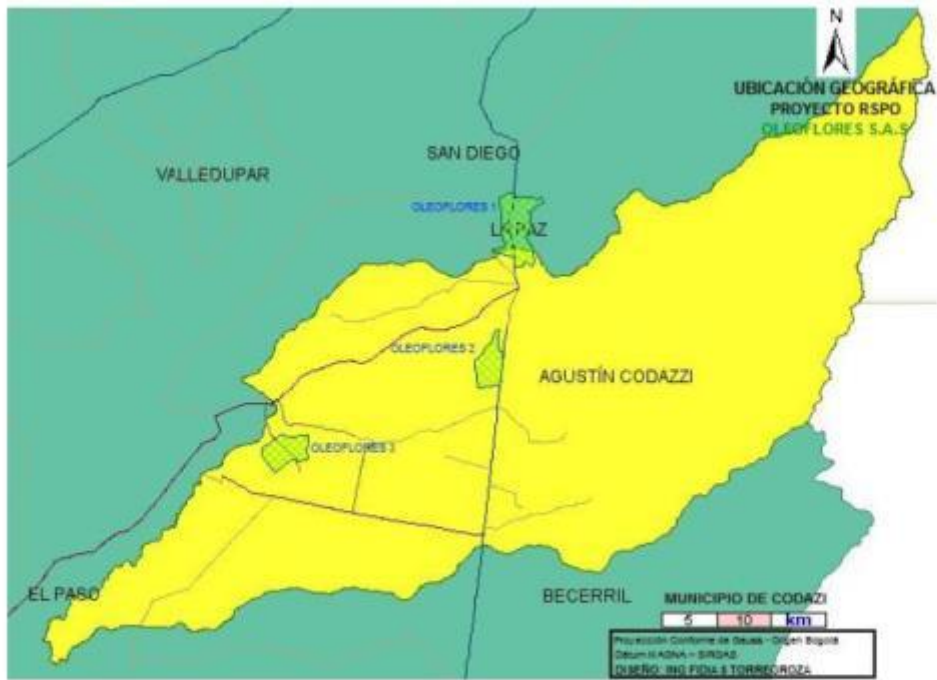


Mapa 5. Ubicación Departamento del Cesar



Fuente: Elaboración propia, 2014. Basada en Google Earth.

Mapa 6. Codazzi Municipalities





Appendix 2: Summary of GHG Emissions

All data inputs and the use of RSPO PalmGHG Calculator (include the version number) have been verified with the final summary of the net GHG emissions (tCO₂e/tCPO) figure in relation to C5.6

Calculation option applied for the reporting: Full Version / Apply November 2005 cut off for LUC / Exclude LUC Emission [Select as applicable]

All information and data below cannot be retrieved from the summary report generated through PalmGHG Calculator. As it was mentioned before this information belongs to the NC minor as this program does not give all this information.

Summary of Net GHG Emissions

Emissions per Product	tCO ₂ e/tProduct
CPO	No completed therefore NC minor
PK	

Extraction	%
OER	No completed therefore NC minor
KER	No completed therefore NC minor

Production	t/yr
FFB processed	No completed therefore NC minor
CPO Produced	

Land use	ha
OP planted area	No completed therefore NC minor
OP planted on peat	No completed therefore NC minor
Conservation (forested)	No completed therefore NC minor
Conservation (non forested)	No completed therefore NC minor
Total	

Summary of Field Emissions and Sinks

Own Crop	Group	3rd Party	Total
tCO ₂ e	tCO ₂ e /tFFB	tCO ₂ e	tCO ₂ e /tFFB
Emissions			
Land Conversion	21.66	0.77	0.01
*CO ₂ Emissions from Fertiliser	10.72	0.38	0
**N ₂ O Emissions	0	0	0
Fuel Consumption	1.01	0.04	0
Peat Oxidation	0	0	0

Sinks	0	0	0
<i>Crop Sequestration</i>	-234.46	-8.7	-0.09
<i>Conservation Sequestration</i>			
Total	-210	-7.5	-0.08

Summary of Mill Emissions and Credits

<i>tCO₂e</i>	<i>tCo₂e/tFFB</i>
<i>Emissions</i>	
<i>POME</i>	
<i>Fuel Consumption</i>	
<i>Grid Electricity Utilisation</i>	
<i>Credits</i>	
<i>Export of Grid Electricity</i>	
<i>Sales of PKS</i>	
<i>Sales of EFB</i>	
<i>Total</i>	

Palm Oil Mill Effluent (POME) Treatment

Divert to compost	%
Divert to anaerobic digestion	%

POME Diverted to Anaerobic Digestion:

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

Appendix 3: GHG assessment for new plantings

GHG assessment report for new plantings developed as per 'Chapter 6 – Reporting of GHG assessment for new plantings' within RSPO GHG Assessment Procedure for New Plantings Version 3 was verified by the auditors as part of this evaluation in relation to C7.8

Note: Extract the GHG assessment for new plantings developed by the client under 'Chapter 6 – Reporting of GHG assessment for new plantings' in RSPO GHG Assessment Procedure for New Plantings Version 3 and list below.

Appendix 5: List of stakeholders

Company name : Promotora Hacienda Las Flores				Statutory bodies with some legal mandate over the evaluation scope	Representatives of Indigenous Peoples in the environs of the plantation to be evaluated	local communities (including displaced communities, if any)	Workers and workers' organizations [including migrant workers]	Smallholders	Local NGOs that are active in respect of social or environmental aspects of plantation management at the local level	NGOs that are active in respect of social or environmental aspects of plantation management at the national level, or at the sub-national	Others /	Consulted during evaluation? (Y/N)
Contact : Diego Pierrend												
Date of submission : 02/06/2017												
Stakeholder NAME - organisation or individual	Contact Name	E-mail address	Full Postal Address or other means of contact	a)	b)	c)	d)	e)	f)	g)	i)	
Alcalde Municipal de Tibú	Jesus Alberto Escalante		3114817265	X								N
SENA	Pedro Antonio Lopez	palopez@sena.edu.co	3103387736	X								N
COMFANORTE	Jesus Guevara	jesus.guevara@comfanorte.com.co	3138700029	X								N
CORPONOR	Nidia Arelis Mendoza	cortibu@corponor.gov.co	3134698151	X								Y
EMTIBU	Paola Carolina Camacho	coor_plantagirsu@emtibuesp.gov.co	3112812897 - 3168297713	X								Y
PARQUES NATURALES	Joselito Vargas	joselito.vargas@parquesnaturales.gov.co	3132271981	X								Y
ESTAM Ltda	Marlene Rodriguez	mrodriguezropero@yahoo.com	3204754688								X	N
Pastoral Social Tibú	Juan Camilo Peña	p.p.c.1983@gmail.com	310-6739547						X			N
Hospital ESE Tibú	Maribel Peña	gambcamaribel@hotmail.es	315-1188738	X								N
Secretaría Equidad y genero Tibú	Claudia Sandoval	equidadygenero@tibu-nortedesantander.gov.co	311-4496549	X								N
Policía Nacional Tibú	Israel Martínez	israel.martinez@correopolicia.gov.co	314-6620660	X								N
Secretaría de Gobierno Municipal Tibú	Jorge Torrado	alcaldia@tibu-nortedesantander.gov.co	304-2461643	X								N
Secretaría de Planeación Municipal Tibú	Victor Manuel Lopez	secretariadeplaneacion@tibu-nortede-santander.gov.co	3214624705 - 3115135899	X								N
Colegio francisco José de Caldas	Ana Isabel Avellaneda	Anisavar09@hotmail.com	311-4746646	X								Y

Company name : OLEOFLORES S. A. S Contact : Diego Pierrend Date of submission : 02/06/2017				Statutory bodies with some legal mandate over the evaluation scope	Representatives of indigenous Peoples in the environs of the plantation to be evaluated	local communities (including displaced communities, if any)	Workers and workers' organizations [including migrant workers]	Smallholders	Local NGOs that are active in respect of social or environmental aspects of plantation management at the local level	NGOs that are active in respect of social or environmental aspects of plantation management at the national level, or at the sub-national	Others	Consulted during evaluation? (Y/N)
Stakeholder NAME - organisation or individual	Contact Name	E-mail address	Full Postal Address or other means of contact	a)	b)	c)	d)	e)	f)	g)	i)	
Palmicultor, presidente asopalbec	Jose Luis Sanchez	Joseluisan0205@hotmail.com	3107257638					X				Y
Palmicultor, miembro asociacion	Saul Vega		3003609901					X				N
Palmicultor, miembro asociacion	Ubernol Suarez		3107257638					X				Y
Palmicultor-Independiente	Ezequiel Gil		3145425404					X				N
Alcaldia-Codazzi	Yudiz Peñaloza Ortiz	Yulismariapeñaloza@gmail.com	3153216299	X								N
Directora Fundeflores(fundacion educativa)	Maria Angelica Munive	Mmunive@oleoflores.com	3166287928						X			Y
Coordinador academico Fundeflores(fundacion educativa)	Luis Enrique Martinez	Profelumar77@gmail.com	3156220148	X								N
Jefe de Nucleo Secretaria Educacion Departamental	Elizabeth Pantoja Nieto	Elizabethpantoja@hotmail.com	3176635690	X								Y
Miembro comite social Grupos de Interes, junta directiva Palmas Montecarmelo	Estela Ponce	Estela.ponce@palmacarmelo.com	3135050720					X				Y
Miembro comite social Grupos de Interes, junta directiva Proveedor de Fruto	Armando Lopez	armando.lopez@palcarmelo.com	3145951501					X				N
Lider Zona Cenipalma	Claudia Mendoza	cmendoza@cenipalma.org.co	3112646682							X		N
Lider Proyectos sociles Sena	Camilo Garcia	cgarciav@sena.edu.co	3004035532								X	Y
Directora Casa Ludica (trabajo con comunidades)	Jackelyn Gelvez	jackesof@hotmail.com	3153997359								X	Y

Capitan Cuerpo de Bomberos	Juan Villalobos		3156838374						X			N
Coordinadora Desarrollo comunitario- Alcaldia Agustin Codazzi	Yulis Peñalosa		3153216299								X	Y
Presidente Comite convivencia – Oleoflores Campo	Manuel Blanco		3145391326				X					Y
Comite convivencia –Oleoflores Campo	Paola Chavez		3187152463					X				N
Representante lega Casino- Alimentacion trabajadores Oleoflores	Felmi Palmesano		3173931197				X					N
Representante Mujeres , Planta de Semillas-Oleoflores	Maria Pertuz		3114155813					X				Y
Presidente (Encardo) Copaso- Oleoflores, area Industrial	Yenni Hurtado		3174677921					X				N
Presidente Comite convivencia - Carlos Murgas Guerrero, area de campo	Jose Pahuana							X				N
Lider comunidad Nuevas Flores	Carmen Cecilia Aponte		3185724186			X						N
Miembro comite social Interno Oleoflores	Maria Picon		3182497322					X				Y
Brigadista Oleoflores area de campo	Milenys Butista Suarez		3176973458					X				N
Brigadista Oleoflores area Industrial	Alexander Arteaga		3188731009					X				N
Esposa de Trabajador, Programa de Panaderia	Luz Deibis Perez		3175461588								X	Y
Director General- Corporacion Autonoma del Cesar Corpocesar	Kaleb Villalobos Brochel	Direccionggeneral@corpocesar.gov.vo	3013579595		X							Y
Subdirector Planeacion- Corporacion Autonoma del Cesar Corpocesar	Esperanza Charris	Planeacion@corpocesar.gov.co	3103641520		X							N