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Roundtable on Sustainable Palm Oil

Annual Surveillance Audit Report

Report no.: ASA1_82450214009

Surveillance assessment against the
RSPO Principles & Criteria [NI P&C RSPO 2013 for Indonesia] and RSPO SCCS November 2014

Wilmar International Limited

PT Kerry Sawit Indonesia Plantation and Mill

Head Office :

Multivision Tower 12th floor, Jl. Kuningan Mulia Kav.9B, Guntur, Setiabudi Village, Kuningan Sub District, South Jakarta District, DKI Jakarta Province, Indonesia

Representative Office :

Jl. Jenderal Sudirman Km. 62, Sampit-Pangkalan Bun, Seruyan District, Central Kalimantan Province, Indonesia

Estate & Mill :

Danau Sembuluh I and Tabiku Village, Danau Sembuluh and Seruyan Raya Sub District, Seruyan District, Central Kalimantan Province, Indonesia

Date of assessment: March 20th to 24th, 2017

Report prepared by:

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1.0 SCOPE OF ANNUAL SURVEILLANCE AUDIT

1.1 National Interpretation Used

The operations of the palm oil mill(s) and its supply base of FFB were assessed against the national interpretation RSPO Principles and Criteria 2013 for Indonesia of the RSPO Principles & Criteria and RSPO Supply Chain Certification November 2014 with selected Supply Chain Model Mass Balance (Module E).

1.2 Type of Assessment

The 1st annual surveillance audit was carried out on 2 (two) mills and 3 (three) estates under PT Kerry Sawit Indonesia owned by Wilmar International Limited.

1.3 Certification Details

The details of RSPO certification of PT Kerry Sawit Indonesia are as per the table below:

Table 1: RSPO Certification details of PT Kerry Sawit Indonesia

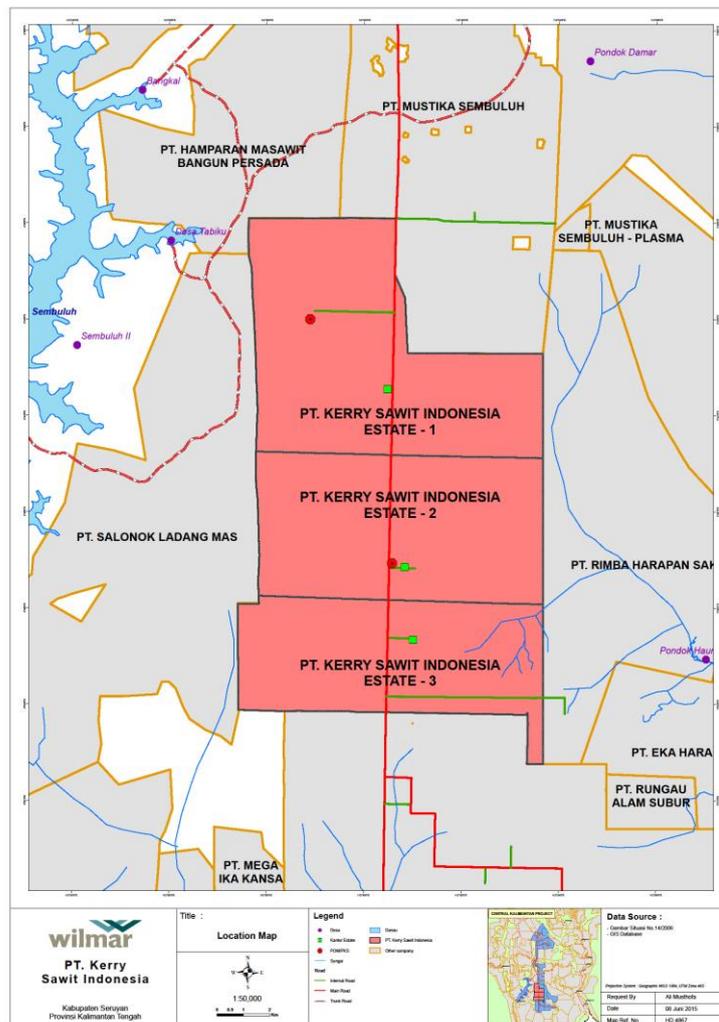
| | |
|---|--|
| RSPO Membership no.: | 2-0017-05-000-00. |
| RSPO Certificate no.: | 824 502 14013 |
| Date of first RSPO certificate & validity: | 2011-04-21 until 2016-04-20 |
| Date of recertification audit: | 2016-03-28 to 2016-04-02 |
| Date of previous surveillance audit: | - |
| Date of revised RSPO certificate & validity (if applicable): | - |
| CPO tonnages claimed: | 78,192.00 |
| PK tonnages claimed: | 17,104.50 |
| Mill capacity | 90 |
| Net GHG Calculation this year (tCO₂e/tCPO) | 0.28 (POM-1 KSY) & 3.36 (POM-2 KSY) |

1.4 Location and Maps

Table 2: GPS locations for all estates and mills included in annual surveillance assessment

| Name of mill / estate | Location | GPS locations | |
|-----------------------|---|------------------|------------------|
| | | Latitude | Longitude |
| PT KSI Mill 1 | Danau Sembuluh I Village, Danau Sembuluh Subdistrict, Seruyan Sistrict, Central Kalimantan, Indonesia | 02° 47' 06.2" S | 112° 30' 32.2" E |
| PT KSI Mill 2 | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 47' 04.6" S | 112° 30' 34.4" E |
| KSI 1 Estate | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 43' 27.4" S | 112° 43' 27.4" E |
| KSI 2 Estate | Danau Sembuluh I Village, Danau Sembuluh Subdistrict, Seruyan Sistrict, Central Kalimantan, Indonesia | 02° 45' 35.7" S | 112° 29' 32.2" E |
| KSI 3 Estate | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 48' 40.07" S | 112° 31' 0.29" E |

Figure 1: Location map of PT Kerry Sawit Indonesia in Seruyan District, Central Kalimantan, Indonesia



1.5 Organisational Information / Contact Person

Contacts details of the company are as follows:

| | |
|------------------------|---|
| Company Name: | PT Kerry Sawit Indonesia |
| Address: | <p>Head office: Multivision Tower 12th floor, Jl. Kuningan Mulia Kav.9B, Guntur, Setiabudi Village, Kuningan Sub District, South Jakarta District, DKI Jakarta Province, Indonesia.</p> <p>Branch office: Jl.H.M Arsyad KM 2.3 No.41A, Sampit, Kotawaringin Timur District, Central Kalimantan Province</p> <p>Plantation & Mill : Danau Sembuluh I and Tabiku Village, Danau Sembuluh and Seruyan Raya Sub District, Seruyan District, Central Kalimantan Province, Indonesia</p> |
| Contact Person: | Mr Ali Musthofa |
| Telephone: | <p>Tel. (0531) 34520-24 Fax. (0531) 34534 Hp : +62 0815 280 2233</p> |
| Email: | ali.musthofa@id.wilmar-intl.com |

1.6 Description of Supply Base

Table 3: FFB Supply Information for PT Kerry Sawit Indonesia Mill year 2016 & year 2017 (February 2017)

| FFB Contributors | FFB supplied year 2016* | | FFB supplied year 2017 (until February 2017)** | |
|---|-------------------------|--------------|---|--------------|
| | Tonnes | % | Tonnes | % |
| PT Kerry Sawit Indonesia Mill 1 | | | | |
| Company owned estates (certified): | | | | |
| Kerry Sawit Indonesia 1 estate | 8,640.600 | 4.79 | 273.110 | 0.92 |
| Kerry Sawit Indonesia 2 estate | 95,152.030 | 52.70 | 17,680.970 | 58.85 |
| Kerry Sawit Indonesia 3 estate | 76,437.188 | 42.34 | 9,767.640 | 32.51 |
| Sub Total | 180,229.818 | 99.82 | 27,721.720 | 92.28 |
| Other Wilmar estate (certified): | | | | |
| Sarana Titian Permata 1 estate | 17.710 | 0.01 | 65.270 | 0.22 |
| Sarana Titian Permata 2 estate | 0.000 | 0.00 | 3.110 | 0.01 |
| Sarana Titian Permata 3 estate | 0.000 | 0.00 | 0.000 | 0.00 |
| Rimba Harapan Sakti 1 estate | 182.090 | 0.10 | 54.640 | 0.18 |
| Rimba Harapan Sakti 2 estate | 120.410 | 0.07 | 41.560 | 0.14 |
| Mustika Sembuluh 1 estate | 0.000 | 0.00 | 0.000 | 0.00 |
| Mustika Sembuluh 2 estate | 0.000 | 0.00 | 0.000 | 0.00 |
| Sub Total | 320.210 | 0.18 | 164.580 | 0.55 |
| Other supplier | | | | |

| FFB Contributors | FFB supplied year 2016* | | FFB supplied year 2017 (until February 2017)** | |
|--|-------------------------|---------------|---|---------------|
| | Tonnes | % | Tonnes | % |
| (non-certified): | | | | |
| Plasma | 0.000 | 0.00 | 2,155.370 | 7.17 |
| Sub Total | 0.000 | 0.00 | 2,155.370 | 7.17 |
| Total | 180,550.028 | 100.00 | 30,044.880 | 100.00 |
| PT Kerry Sawit Indonesia Mill 2 | | | | |
| Company owned estates (certified): | | | | |
| Kerry Sawit Indonesia 1 estate | 11,236.030 | 5.70 | 0.000 | 0.00 |
| Kerry Sawit Indonesia 2 estate | 2,021.900 | 1.03 | 0.000 | 0.00 |
| Kerry Sawit Indonesia 3 estate | 1,064.170 | 0.54 | 0.000 | 0.00 |
| Sub Total | 14,322.100 | 7.27 | 0.000 | 0.00 |
| Other Wilmar estate (certified): | | | | |
| Sarana Titian Permata 1 estate | 22.880 | 0.01 | 0.000 | 0.00 |
| Sarana Titian Permata 2 estate | 1,682.510 | 0.85 | 0.000 | 0.00 |
| Sarana Titian Permata 3 estate | 583.360 | 0.30 | 0.000 | 0.00 |
| Rimba Harapan Sakti 1 estate | 1,053.020 | 0.53 | 192.850 | 0.83 |
| Rimba Harapan Sakti 2 estate | 1,519.090 | 0.77 | 0.000 | 0.00 |
| Mustika Sembuluh 1 estate | 0.000 | 0.00 | 0.000 | 0.00 |
| Mustika Sembuluh 2 estate | 3,419.650 | 1.74 | 0.000 | 0.00 |
| Sub Total | 8,280.510 | 4.20 | 192.850 | 0.83 |
| Other supplier (non-certified): | | | | |
| Kerry Sawit Indonesia 1 estate | 97,861.670 | 49.67 | 15,213.270 | 65.73 |
| Kerry Sawit Indonesia 2 estate | 242.910 | 0.12 | 170.110 | 0.73 |
| Kerry Sawit Indonesia 3 estate | 1,098.470 | 0.56 | 0.000 | 0.00 |
| Mustika Sembuluh 2 estate | 75,198.590 | 38.17 | 5,740.280 | 24.80 |
| Plasma | 0.000 | 0.00 | 1,829.740 | 7.91 |
| Sub Total | 174,401.640 | 88.53 | 22,953.400 | 99.17 |
| Total | 197,004.250 | 100.00 | 23,146.250 | 100.00 |
| Total for certified FFB | 203,152.638 | | 28,079.150 | |
| Total for uncertified FFB | 174,401.640 | | 25,108.770 | |
| Grand Total (certified & uncertified FFB) | 377,554.278 | | 53,197.920 | |

*) January to December 2016 (after grading)

**) January to February 2017 (after grading)

1.7 Actual production volumes, tonnages and projected outputs.

Table 4: Certified tonnages claimed, certified tonnages purchased or sold, total and projected CPO and PK production from PT Kerry Sawit Indonesia

| | Amount (MT) | |
|--|---------------------------------|---------------------------------|
| | 2016 | 2017 |
| Certified tonnages previous claimed | CPO: 83,161.00 PK: 17,606.00 | |
| Certified tonnages sold* | CPO: 12,245.38 PK: 5,562.19 | |
| Certified tonnages purchased* | 0.00 | |
| Actual Production* | CPO: 79,965.99 PK: 18,349.13 | |
| Actual certified production* | CPO: 43,027.72 PK: 9,873.21 | |
| Actual OER & KER | OER: 21.18 & KER: 4.86 | |
| Total FFB receipt by KSY POM year 2016 | 377,554.278 | |
| Actual certified FFB year 2016 | 203,152.638 | |
| Projected FFB for next 12 months | | 394,600.000 |
| Projected certified FFB for next 12 months | | 325,800.000 |
| Projected total output for next 12 months CPO & PK | | CPO: 94,704.00 PK: 20,716.50 |
| Projected certified output for next 12 months CPO & PK | | CPO: 78,192.00 PK: 17,104.50 |
| Projected OER & KER for next 12 months. | | OER: 24.00% & KER: 5.25% |

*Data from January until December 2016

1.8 Dates of Plantings and Replanting Cycles

The company follows a replanting cycle of 25 years. Information on the dates of plantings are as per the table below.

Table 5: Age and year of plantings of company estate supplying to PT KSY mill (

| Age & Year of Plantings | Oil palm planted area at each estate (ha) | | | |
|-------------------------|---|----------|----------|----------|
| | KSY 1 | KSY 2 | KSY 3 | Total* |
| 14 & 2003 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13 & 2004 | 1,428.11 | 0.00 | 0.00 | 1,428.11 |
| 12 & 2005 | 1,695.02 | 0.00 | 0.00 | 1,695.02 |
| 11 & 2006 | 1,070.09 | 2,954.95 | 1,907.82 | 5,932.86 |
| 10 & 2007 | 51.11 | 1,416.32 | 409.02 | 1,876.45 |
| 9 & 2008 | 92.14 | 189.39 | 47.43 | 328.96 |
| 8 & 2009 | 13.05 | 60.55 | 38.42 | 112.02 |
| 7 & 2010 | 149.97 | 82.02 | 0.00 | 231.99 |
| 6 & 2011 | 119.76 | 19.56 | 0.00 | 139.32 |

| Age & Year of Plantings | Oil palm planted area at each estate (ha) | | | |
|-------------------------|---|-----------------|-----------------|------------------|
| | KSY 1 | KSY 2 | KSY 3 | Total* |
| 5 & 2012 | 0.00 | 12.31 | 0.00 | 12.31 |
| 4 & 2013 | 0.00 | 21.68 | 0.00 | 21.68 |
| 3 & 2014 | 0.00 | 35.07 | 10.61 | 45.68 |
| 2 & 2015 | 11.35 | 0.00 | 101.53 | 112.88 |
| 1 & 2016 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0 & 2017 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | 4,630.60 | 4,791.85 | 2,514.83 | 11,937.28 |

Note: *) There is changes in the area statement with previous audit because the company has been handover part of the land area to be plasma area as large as 3,931.31 ha (KSY-1 as large as 1,697.63 ha, KSY-2 as large as 503.30 ha and KSY-3 as large as 1,730.38 ha)

Table 6: Planned and actual oil palm replanting activities for PT Kerry Sawit Indonesia

| Year | Total planned replanting area (ha) | Total planned replanting area for each estate (ha) | | | Actual total area replanted (ha) |
|--------------|------------------------------------|--|-------|-------|----------------------------------|
| | | KSY 1 | KSY 2 | KSY 3 | |
| - | - | - | - | - | - |
| Total | - | - | - | - | - |

Company has no replanting plan because all plantation in PT Kerry Sawit Indonesia still young, as seen on the above information.

1.9 Area of Plantation (Total, Planted and Mature)

Table 7: Oil Palm Planted Area Summary, FFB Production and Average yield/ha for PT Kerry Sawit Indonesia

Year 2016 (January until December 2016)

| Estate Name | Total area (ha) | Oil Palm Planted area (ha) | Mature (Production) area (ha) | Immature (Non-production) area (ha) | FFB Production* (tonnes) | Average yield/ ha |
|--------------|------------------|----------------------------|-------------------------------|-------------------------------------|--------------------------|-------------------|
| KSY 1 | 7,154.18 | 6,025.14 | 6,013.79 | 11.35 | 126,514.30 | 21.03 |
| KSY 2 | 6,034.63 | 5,260.20 | 5,225.13 | 35.07 | 109,720.76 | 20.99 |
| KSY 3 | 4,376.64 | 4,159.57 | 4,047.43 | 112.14 | 84,327.91 | 20.83 |
| TOTAL | 17,565.45 | 15,444.91 | 15,286.35 | 158.56 | 320,562.97 | 20.97 |

Note: * Production from January until December 2016 (after grading)

Year 2017 (January until February 2017)

| Estate Name | Total area (ha) | Oil Palm Planted area (ha) | Mature (Production) area (ha) | Immature (Non-production) area (ha) | FFB Production* (tonnes) | Average yield/ ha |
|--------------|------------------|----------------------------|-------------------------------|-------------------------------------|--------------------------|-------------------|
| KSY 1 | 5,456.55 | 4,630.60 | 4,619.25 | 11.35 | 13,784 | 2.98 |
| KSY 2 | 5,531.33 | 4,791.85 | 4,756.78 | 35.07 | 17,130 | 3.60 |
| KSY 3 | 2,646.26 | 2,514.83 | 2,402.69 | 112.14 | 8,309 | 3.45 |
| TOTAL | 13,634.14 | 11,937.28 | 11,778.72 | 158.56 | 39,223 | 3.32 |

Note: * Production from January until February 2017 (after grading)

**) There is data changes about area statement because the company has get the real area statement based on HGU certificate as large as 13,634.14 ha.

Table 8: Land use data for PT Kerry Sawit Indonesia

| Estate Name | Total area (ha) | Rubber Planted Area (ha) | Oil Palm Planted Area (ha) | HCV/ Potential HCV areas* (ha) | Land used for other purposes (ha) | | | |
|--------------|------------------|--------------------------|----------------------------|--------------------------------|-----------------------------------|----------------------|--------------|---------------|
| | | | | | Housing, Road, Drainage, Nursery | Not plantable area** | Mill | En-clave*** |
| KSY 1 | 5,456.55 | 0.00 | 4,630.60 | 120.47 | 209.91 | 390.74 | 16.35 | 88.48 |
| KSY 2 | 5,531.33 | 0.00 | 4,791.85 | 414.57 | 190.55 | 17.30 | 31.70 | 85.36 |
| KSY 3 | 2,646.26 | 0.00 | 2,514.83 | 3.31 | 112.52 | 1.95 | 0.00 | 13.65 |
| TOTAL | 13,634.14 | 0.00 | 11,937.28 | 538.35 | 512.98 | 409.99 | 48.05 | 187.49 |

*) The different of HCV area because there is HCV area enter to HCV area

**) consist of sand, swamp, pond, burial area

***) such as encroachment & native settlement

1.10 Progress against Time Bound Plan

Table 9: Time Bound Plan of the Other Management Units

| Name of Holding | Location | Time bound plan for certification (year) | Remarks |
|--|--------------------|--|-----------|
| Sapi (1 + 2) | Sandakan, Sabah | 2008 | Certified |
| Sabahmas | Lahad Datu, Sabah | 2008 | Certified |
| Reka Halus | Sandakan, Sabah | 2008 | Certified |
| Saremas (1 + 2) | Miri Serawak | 2008 | Certified |
| Kaminsky | Miri Serawak | 2008 | Certified |
| Suai | Miri Serawak | 2008 | Certified |
| Segarmas | Miri Serawak | 2008 | Certified |
| Terusan (1 + 2) | Sandakan, Sabah | 2009 | Certified |
| Kiabau | Sandakan, Sabah | 2009 | Certified |
| Ribubonus | Sandakan, Sabah | 2009 | Certified |
| PT Perkebunan Milano (Sungai Daun, Batang Saponggol & Merbau estate) | North Sumatra | 2009 | Certified |
| PT Mustika Sembuluh | Central Kalimantan | 2009 | Certified |
| PT Kencana Sawit Indonesia | West Sumatra. | 2010 | Certified |
| PT Kerry Sawit Indonesia | Central Kalimantan | 2010 | Certified |
| PT Tania Selatan (Burnai Barat & Burnai Timur estate) | South Sumatra | 2010 | Certified |
| Hibumas | Sandakan, Sabah | 2010 | Certified |
| Sri Kamusan | Sandakan, Sabah | 2010 | Certified |

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| Name of Holding | Location | Time bound plan for certification (year) | Remarks |
|--|--------------------|--|--|
| Sekar Imej | Sandakan, Sabah | 2010 | Certified |
| Aktif Kukuh & Koerasi | Sandakan, Sabah | 2010 | Certified |
| PT AMP Plantation | West Sumatra | 2011 | Certified |
| PT Primatama Muliajaya | West Sumatra | 2011 | Certified |
| PT Agro Nusa Investama (Sambas) | West Kalimantan | 2012 | Certified |
| PT Buluh Cawang Plantations (include Bambu Kuning estate (PT Tania Selatan)) | South Sumatra | 2012 | Certified |
| PT Bumi Sawit Kencana | Central Kalimantan | 2012 | Certified |
| PT Sarana Titian Permata | Central Kalimantan | 2012 | Certified |
| PT Gersindo Minang Plantations | West Sumatra | 2013 | Certified |
| PT Daya Labuhan Indah (Cabang Dua Estate) | North Sumatra | 2013 | Certified |
| PT Permata Hijau Pasaman | West Sumatra | 2013 | Certified |
| PT Perkebunan Milano | North Sumatra | 2013 | Certified |
| BBPOP (Benso Plantation) | Ghana | 2015 | Certified |
| PT Mentaya Sawit Mas | Central Kalimantan | 2014 | Certified |
| PT Mustika Sembuluh 2 | Central Kalimantan | 2014 | Certified |
| PT Putra Indotropical | West Kalimantan | 2018 | Planned |
| PT Pratama Prosentindo | West Kalimantan | 2018 | Planned |
| PT Indoresin Putra Mandiri | West Kalimantan | 2018 | Planned |
| PT Sinarsiak Dianpermai | Riau | 2018 | Pre assessment done |
| PT Agronusa Investama (Landak) | West Kalimantan | 2018 | Rescheduled |
| PT Agronusa Investama (Pa-hauman) | West Kalimantan | 2018 | Rescheduled |
| PT Murini Sam Sam | Riau | 2015 | Certified |
| PT Agro Palindo Sakti | South Sumatra | 2014 | Certified |
| PT Agro Palindo Sakti 2 | West Kalimantan | 2018 | Rescheduled |
| PT Musi Banyuasin Indah | South Sumatra | 2018 | Rescheduled |
| PT Karunia Kencana Permai Sejati | Central Kalimantan | 2015 | Main Assessment done & waiting for certificate |
| PT Rimba Harapan Sakti | Central Kalimantan | 2015 | Certified |
| PT Bumipratama Khatulistiwa | West Kalimantan | 2016 | Main Assessment done & waiting for certificate |

New Development Area under Wilmar International

| Name of Holding | Location | Total area | NPP Status according to RSPO NPP procedure |
|--------------------------------------|-------------------------|------------|--|
| PT Agro Indah Persada | Merangin. Jambi | 1,200 ha | Approved |
| PT Agro Nusa Investama Sambas | Sambas, West Kalimantan | 1,024 ha | Approved |
| Biase Plantations (Ibiae Estate) | Calabar, Nigeria | 5594 ha | Approved |
| Biase Plantations (Calaro Extension) | Calabar, Nigeria | 3066 ha | Approved |
| Eiyup Industry (Oban Estate) | Calabar, Nigeria | 2986 ha | Not submitted (Pending HCV/HCS study) |
| Biase Plantations (Biase estate) | Calabar, Nigeria | 8029 ha | Overlapping boundaries |

1.11 Compliance to Rules for Partial Certification

Compliance of the uncertified management units of Wilmar International Indonesia against the rules for partial certification according to RSPO Certification System clause 4.2.4 was assessed by reviewed Wilmar Plantation self assessment reports. A summary of findings is as stated below.

| Partial Certification Requirements | Audit Findings |
|---|--|
| (a) The parent organization or one of its majority owned and / or managed subsidiaries is a member of RSPO. | Wilmar International Indonesia is RSPO member with membership number 2-0017-05-000-00 . |
| (b-d) A challenging time-bound plan for certifying all its relevant entities is submitted to the Certification Body (CB) during the first certification audit. The time-bound plan should contain a list of subsidiaries, estates and mills. Any revision to the time-bound plan or to the circumstances of the company shall cause the plan to be reviewed. for whether it is still appropriate, such that changes to the time-bound plan are permitted only where the organisation can demonstrate that they are justified | Refer to the time bound plan under Section 1.10 above |
| (e) No replacement of primary forest or any area identified as containing High Conservation Values (HCVs) or required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. Any new plantings since January 1st 2010 must comply with the RSPO | There are some newly developed plantation areas under Wilmar International such as in Jambi province, West Kalimantan province Indonesia and Nigeria. Some areas have undergone the New Planting Procedure (NPP) and been approved such as PT Agro Indah Persada, PT Agro Nusa Investama Sambas, Bi- |

| | |
|--|--|
| New Plantings Procedure | ase Plantation (Ibiae Estate, Nigeria) while some areas are still undergoing the NPP such as Biase Plantation (Calaro Extension, Nigeria), Biase Plantation (Biase estate, Nigeria) and Eiyup Industry (Oban estate, Nigeria) |
| (f) Land conflicts, if any, are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6. | <p>PT Asiatic Persada, which was previously a subsidiary of Wilmar had a significant land conflict issue but has been sold to other plantation company and is now no longer a subsidiary of Wilmar Plantation.</p> <p>Wilmar International carried out the New Planting Procedure for BIASE Plantation Limited (Ibiae estate) in Nigeria with an announcement made on the RSPO website on 9 November 2012. During this NPP process, a complaint was submitted by the Rainforest Resource & Development Centre (RRDC) on behalf of the Ibiae Land Lord Community. The complaint covered infringements to several aspects of Principle 1 and Principle 2 of the RSPO P&C. The case was taken up and investigated by the RSPO Complaints Panel, with decision made for RSPO to a lawyer well acquainted with Nigerian laws to review and give an authoritative opinion on whether the company had complied with the legal requirements of Nigeria. The legal opinion was received by the RSPO on 27 August 2014, and based on this opinion, the RSPO confirmed that BIASE Plantations was in compliance with legal requirements and closed the case. However, the result was not accepted by RRDC as well as the NGO, Friends of the Earth and the issue remains ongoing with no resolution. As the company has complied with requirements to attempt to resolve the dispute through the RSPO grievance procedure, this is noted by the TUV Rheinland audit team as an observation and progress of the case will be monitored.</p> <p>Further details on this case are available here: http://www.rspo.org/members/complaints/status-of-complaints/view/26 .</p> <p>There is also on ongoing land dispute at PT Gersindo Minang Plantation (GMP), West Sumatra under Wilmar, which has been ongoing since year 1997 with the village of Jaorang Rantau. This company has been RSPO certified by another certification body who is monitoring the status of the dispute with the RSPO.</p> |
| (g) Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3. | There are no other identified labour disputes ongoing at other subsidiary companies of Wilmar. |
| (h) Legal non-compliance, if any, are being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2. | <p>Some of Wilmar's other management units have not complied with certain legal requirements, for example in PT Sarana Titian Permai, PT Kerry Sawit Indonesia, PT Mustika Sembuluh estate under another Wilmar International management unit, there is an issue with the land area stated in the land use right certificate (HGU). However, the company is taking action by inviting the National Land Agency (BPN) to remeasure the land and resolve the issue. The process is still ongoing.</p> <p>At time of this audit, the company was still making efforts to close these legal non-compliances.</p> |

1.12 Compliance to other RSPO Procedure

| | |
|---|---|
| RSPO NPP | - |
| RSPO Compensation and Remediation procedure | - |
| Areal Subject to sanction | - |

1.13 Compliance to RSPO Guidance on GHG calculation

During the audity, the audit team verify and confirm that:

| | |
|---|---------------------------------------|
| The RSPO PalmGHG Calculator used | Version 3.0.1 |
| Accurate data has been put into the RSPO PalmGHG Calculator | Yes |
| Net GHG Emission Figure (tCO ₂ e/tCPO) | 0.28 (POM-1 KSY) and 3.36 (POM-2 KSY) |

1.14 Progress of associated smallholders or outgrowers towards RSPO compliance

Based on incoming FFB data and clarification from mill manager, PT Kerry Sawit Indonesia Mills are no received FFB from smallholder or outgrower. Smallholders scheme program under developing, until the audit time. The co-operation has been established and the land has been dedicated for smallholder. The progress of smallholders towards to RSPO certification will be observed during next surveillance audit.

1.15 Revised Approximate Tonnages Certified

The tonnages certified have been revised from the previous amount stated in the RSPO certificate issued in year 2016 due to a decrease in the projected estimates (CPO and PK). The revised approximate tonnages certified (as per Appendix 1), based on production in 2017 are as follows:

Crude Palm Oil (CPO) : 78,192.00 mt
Palm Kernel (PK) : 17,104.50 mt

1.16 Other Achievement s and Certification Helds

| Name of mill / estate | Certification Standard / Award achieved | Certification Body / Awarder | Date Achieved |
|--------------------------|---|------------------------------|---------------|
| PT Kerry Sawit Indonesia | ISCC | ASG | 2012 |

2.0 ASSESSMENT PROCESS

2.1 Certification Body

PT TUV Rheinland Indonesia is member of Group TÜV Rheinland Group, a global leader in independent testing and assessment services. The TÜV Rheinland Group was established in 1872 with offices located in over 490 locations in 62 countries on all five continents. PT TUV Rheinland Indonesia offers certification for a wide range of management systems according to established international standards including ISO 9001, ISO 14001, OHSAS 18001, SA 8000, as well as CDM Validations and Verifications. PT TUV Rheinland Indonesia's office is located in Jakarta.

2.2 Qualifications of Lead Assessor and Assessment Team

The assessment team members of this surveillance audit that were part of the same assessment team for the certification audit are as follows:

1. Naik Monang.P.L

New assessment team members that were not part of the previous assessment team are as per the table below:

| Name | Position | Qualifications / Experience |
|----------------------------------|--------------|---|
| Naik Monang Par-lindungan Lingga | Lead Auditor | <p>Education:</p> <p>Bachelor of Forestry, Gadjah Mada University.</p> <p>Training attended:</p> <p>ISPO Auditor, Quality Management System (QMS) Auditor/Lead Auditor (ISO 9001:2008) by IRCA, Environmental Management Systems Auditor/Lead Auditor Conversion Training by IRCA (ISO 14001-2004), Lead Auditor RSPO Training, SCCS Training and HCVA Training</p> <p>Working experience:</p> <p>Field Assistant PT Sapta Karya Damai (2008-2013), Auditor in PT Sucofindo (2013-2015), and Auditor in PT TUV Rheinland Indonesia (2015-present).</p> |
| Panggad-ing Nainggolan | Auditor | <p>Education:</p> <p>Bachelor of Social, Institut Ilmu Sosial dan Ilmu Politik, Jakarta.</p> <p>Training attended:</p> <p>RSPO in house training by Mutu Agung Lestari, ISPO Training by Komisi ISPO and <i>Awareness QHSE (management system review dan integrated management system concept</i> ISO 9001, 14001, OHSAS.</p> <p>Working experience:</p> <p>Komisi Nasional Perlindungan Anak – Community Relationship Staff, Divison Staff of Education Program – Common Ground Indonesia, Reporter on Global Informasi Bermutu, Producer on Netwave Multimedia, Producer on Satu Visi Perkasa Produksi, Project Supervisor on Surya Solusi Informasi and Auditor PT TUV Rheinland Indonesia.</p> |
| I Wayan Sudi | Auditor | <p>Education:</p> |

| | | |
|-----------------------|----------------|---|
| <p>Antara</p> | | <p>Bachelor of Agriculture Technology (soil and water technic) – Bogor Agriculture University.</p> <p>Training attended:</p> <p>Assesor for Sustainable Natural Production Forest Management – LEI, Assesor for Sustainable Plantation For-est Management – LEI, Auditor for Sustainable Forest Management – Ministry of Forestry, Indonesian Sustainable Palm Oiln(ISPO) – ISPO Commision, Awarness of RSPO – TUV Rheinland</p> <p>Working experience:</p> <p>Experience in consulting in forestry sector (1996-2010 & 1990-1994), assistant training manager (1994-1996) and auditor of ISPO & RSPO (environmental sector) in TUV Rheinland Indonesia (2014-now) as non-permanent auditor</p> |
| <p>Heni Handayani</p> | <p>Auditor</p> | <p>Education:</p> <p>Bachelors Degree in Forestry - Bogor Agriculture Institute. In-donesia, (1990 to 1995).</p> <p>Training attended:</p> <p>ISO 9001:2008 lead auditor course – PT TUV Rhein-land Indonesia (2014, certified); Compliance in The TUV Rheinland Group/learning course – PT TUV Rheinland Indonesia (2014, certified), FSC/PEFC Chain of Custody Standard training – PT TUV Rheinland Indo-nesia (2013, certified), Indonesian Sustainable Palm Oil / ISPO training – ISPO Commission (2013, certified), Upgrading Auditor Training for Natural Forest Management Certification Sustainable Production - Center for For-estry Education and Training, Ministry of Forestry of Indonesia (2010, certi-fied), Competency Exam Passed as Auditor in Production Aspects – Indo-nesian Ecolabelling Institute / LEI (2010, certified), Upgrading Auditor Train-ing for Timber Legality Verification - Center for Forestry Education and Training, Ministry of Forestry of Indonesia (2010, certified), Auditor Training for Verification of Wood Industry and Wood Products - Co-operation De-velopment Research Center of Ministry of Forestry with PT. Sucofindo (2005, certified), Natural Forest Management and Sustainable Production Certification training - Indonesian Ecolabelling Institute / LEI (1998, certi-fied).</p> <p>Working experience:</p> <p>Staff Division Forestry PT Aji Buana Asri, Jakarta (1995 – 1997), Executive Secretaris PT Pro Natres Development, Bogor (1997 – 1998), Planning Superintendent and Analyse the board of directors office PT Dalek Hutani Esa – Natural Forest Concession Company, Jakarta (1999 – 2003), Quality Control PT. Sucofindo (Persero) in Project Exporter Verification Enlisted by an Industrial Product of forestry and Pro-ject Monitoring Performance of Wood Suplier and Wood Buyer between Is-land in Indonesia (2005 – 2006 and 2007), Forestry Assistant at Consultant PT. Hatfield Indonesia to support project “ Forestry Stakeholder Mapping and Database Assessment “, project from IFC (International Finance Corpo-ration, World Bank Group) Advisory Services Indonesia (2009), Assesor for SFM (2010 – 2014) : Mandatory (PHPL & PHTL), Assessor for industry performance assessment (IPHKK), Auditor for Timber Legality of Verfica-tion and CoC, Auditor for ISPO & SCCS at PT TUV Rheinland Indonesia.</p> |

2.3 Assessment Methodology & Agenda

The surveillance audit was conducted between 20-24 March 2017 as per the assessment program below. The assessment was carried out in accordance with PT TUV Rheinland Indonesia’s RSPO audit procedure as well as the RSPO Certification Systems document. During assessment, the qualified TUV Rheinland assessors used the RSPO standard as endorsed for the country in which the assessment took place and recorded their findings.

Due to the location and proximity of the estates, combined with common management systems, it was possible to carry out both field and document assessments of all estates and the mill within the time frame without compromising the integrity of the assessment in anyway.

All 3 estates and 2 mill were visited and the assessment team carried out field and document assessments of compliance to all the RSPO principles and criteria. Common systems were identified and specific evidence was recorded for individual estates. Interviews were conducted at all estates and the mill.

The company proposed the correction and corrective action for all identified non conformities raised to the certification body 30 days after the closing meeting. Verification of closure of major non-conformances was conducted 2 months after the closing meeting of the main assessment and implementation of corrective actions for minor non-conformities will be verified during the next surveillance audit. The certification assessment agenda is as explained below.

Surveillance Assessment Agenda.

| Date | Location/ Main sites | Main activities |
|---------------|----------------------|---|
| 20 March 2017 | - | Travelling from Jakarta to mill / estate location |
| | Regional Office | Opening Meeting |
| 21 March 2017 | POM-1 Office | Verification previous audit findings Verification of document and field relate of : <ul style="list-style-type: none"> • Incoming FFB verification (security post, loading ramp) • Interview with mill workers (boiler supervisor) • Good Agricultural Practices • Field visit to land application site for mill effluent • Waste management (hazardous waste store, palm oil mill effluent treatment ponds, mill license for temporary hazardous waste storage, license for land application, land application records) • Pollution prevention control • Water management • OSH system (fire simulation records, medical check reports for year 2016) • Warehouse (mill compound, chemical store) • Worker facilities, medical facilities at PT KSY Mill • Environmental (Environmental Management and Monitoring Program) and implementation reports, environmental objectives, targets and improvement plan, greenhouse gas calculation sheet, renewable energy efficiency analysis document) • Training (boiler operator training certificates and licenses) • Consultation with local community supplier • SCCS |
| | POM-2 Office | Verification of document and field relate of : <ul style="list-style-type: none"> • Incoming FFB verification (security post, loading |

| | | |
|---------------|------------|---|
| | | <ul style="list-style-type: none"> ramp) • Interview with mill workers (boiler supervisor) • Good Agricultural Practices • Field visit to land application site for mill effluent • Waste management (hazardous waste store, palm oil mill effluent treatment ponds, mill license for temporary hazardous waste storage, license for land application, land application records) • Pollution prevention control • Water management • OSH system (fire simulation records, medical check reports for year 2016) • Warehouse (mill compound, chemical store) • Worker facilities, medical facilities at PT KSY Mill • Environmental (Environmental Management and Monitoring Program) and implementation reports, environmental objectives, targets and improvement plan, greenhouse gas calculation sheet, renewable energy efficiency analysis document) • Training (boiler operator training certificates and licenses) • Consultation with local community supplier • SCCS |
| 22 March 2017 | KSY Office | <p>Verification previous audit findings</p> <p>Verification of document related of all estate :</p> <ul style="list-style-type: none"> • Good Agricultural practices • Legal land and maintenance of boundary stones/pillars • HCV document • OHS system (accident records, recommendation letters for transfer of work for workers found with high blood cholinesterase levels and pregnant female sprayers, evidence of transfer to other work for aforementioned workers, OSH policy, OSH committee letter of approval from the Manpower Department). • Waste (medical waste disposal records) • Legal requirement register • Insurance of worker (Jamsostek) payment records for temporary workers • Interview with harvesters and harvesting supervisor • Interview with female sprayers • Hazardous waste store • Fertilizer store • Sprayer's washroom • Chemical container and fertilizer and washing area • Housing compound • Domestic waste landfill • Clinic • Consultation with local community leader of Sei Kunyit village |
| 23 March 2017 | KSY Office | <p>Verification of field related of all estate :</p> <ul style="list-style-type: none"> • Good Agricultural practices • Legal land and maintenance of boundary stones/pillars • HCV document • OHS system (accident records, recommendation letters |

| | | |
|--|--|---|
| | | <p>for transfer of work for workers found with high blood cholinesterase levels and pregnant female sprayers, evidence of transfer to other work for aforementioned workers, OSH policy, OSH committee letter of approval from the Manpower Department).</p> <ul style="list-style-type: none"> • Waste (medical waste disposal records) • Legal requirement register • Insurance of worker (Jamsostek) payment records for temporary workers • Interview with harvesters and harvesting supervisor • Interview with female sprayers • Hazardous waste store • Fertilizer store • Sprayer's washroom • Chemical container and fertilizer and washing area • Housing compound • Domestic waste landfill • Clinic • Consultation with local community leader of Sei Kunyit village <p>Closing meeting</p> |
|--|--|---|

Agenda for Verification of Closure of Major Non-conformities

This agenda is not applicable because there is no verification of closure of major non-conformities is need to be done

| Date | Location / Main sites | Auditor | Main activities |
|------|-----------------------|---------|-----------------|
| - | - | - | - |

2.4 Stakeholder Consultation and Stakeholders Contacted

The stakeholder consultation involved both external and internal stakeholders. External stakeholders were notified to make comments on the certification assessment by placing an invitation to comment on the RSPO website. Stakeholders included those immediately linked with the operation of the company such employees, out-growers, the local government, NGO's, trade and labour unions and local communities.

Stakeholder consultation visited to stakeholder's location and interviews. Meetings with stakeholders were held to seek their views on the performance of the company with respect to the sustainability practices outlined in the RSPO Principles & Criteria, and to comment on aspects where improvements could be made. Meetings with local communities were held at their respective premises within and near the company's area. A stakeholder consultation meeting was also held on Tabiku village on 23 March 2017. Letters inviting individual stakeholders to the stakeholder consultation meeting were prepared and sent to the individual stakeholders, while electronic mail and telephone calls were made to arrange the meetings.

In all the interviews and meeting, the objectives of the RSPO and the purpose of the assessment was clarified at the outset followed by an evaluation of the relationship between the stakeholders and the company before discussion proceeded to obtain the stakeholders feedback on the company's compliance to different aspects of the RSPO Principles & Criteria. Although several stakeholders were not familiar with RSPO but they agreed with its objective and expressed their willingness to collaborate in the promotion of sustainable palm oil in West Sumatera province. In all interviews and meeting, the assessment team did not restrict discussion of both the positive and negative aspects of operations conducted by PT KSY estates and mill.

The stakeholder consultation meeting held with stakeholders during the audit was extensive and productive, with an attendance of more than 37 person. This was followed by site inspections, including visits to the local communities, interviews with land claimants and contractors, and inspections of worker amenities and infrastructure. All stakeholder issues raised were recorded and forwarded to the management for their written response, and this is summarized in Section 3.4. The list of stakeholders that attended the stakeholder consultation meeting and stakeholders interviewed during the assessment is included as Appendix 3.

3.0 ASSESSMENT FINDINGS

3.1 Summary of Findings

During the surveillance audit, there is 9 identified nonconformities were assigned during this year surveillance audit i.e. 8 nonconformitis against Major Compliance indicators while 1 nonconformities were assigned against Minor Compliance Indicators, 13 observations or opportunities for improvement were identified. Further explanation of the non-conformities raised and corrective actions taken by the company are provided in Section 3.3. The observations & opportunities for improvement are listed in Section 3.4.

The following is a summary of findings made for the criteria listed in the RSPO Principles & Criteria [NI P&C RSPO 2013 for Indonesia] for detail information about company's compliances to RSPO P & C.

Criterion 1.1: Oil palm growers and millers provide adequate information to other stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages & forms to allow for effective participation in decision making.

Findings:

PT KSY has demonstrated it compliances regarding adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders. There is a standard operation procedure has been established to response request of information from the management, i.e. SOP47/PR/6/0516 revisi 6 dated May 1, 2016. The SOP explain mechanism for request of information and its responses and the procedure also described about type of information which can access by relevant stakeholder. All information requested will be handle by "Bina Mitra" department immediately. The type of information has been socialized to relevant stakeholders on April 20, 2016 by sending letter No. 009/BM-KSY/IV/2016 related announcement to stakeholder as much as 32 stakeholder such as local government institution, NGO, Ploce, local community and etc

Stakeholder can fill form Public Information request (1 / SOP / 47 / PR / 5/1115 if they visit directly to office. Bina Mitra/ PGA Officer will record all the information that comes into the log book and will respond no later than 14 days from the receiving request the information. Requests for information could be by email, letter, telephone, and fax or directly visit KSY office of Regional Office Central Kalimantan Project or Sampit Office.

Example of request letter :

Letter No. 027 / PEM-SBL / IX / 2016 regarding the request for confirmation on the realization of waste transport (garbage motor) from the Head of Sembuluh I village dated September 02, 2016, response from management by letter No. 19 / BM-KSI / IX / 2016 which explains that the company has not been able to realize the request for waste transport motor delivered on September 10, 2016.

Compliance status: Yes No

NCR No: -

Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.

Findings:

The SOP47/PR/6/0516 for providing adequate information to relevant stakeholders. In section 4.16 the company should disseminate all information and it's updated regularly to relevant stakeholder. Bina Mitra team already made summary of information on documents that can be accessed by the public as the material of dissemination implementation to external stakeholder and conducted at April 20, 2016 by sending mail to stakeholder relevant to company.

The list of documents publicly available such as (1) EIA documents, (2) the company's annual report, (3) the policy of the company, (4) land use right (HGU) permits and other relevant permits, (5) the production of estate and mill monthly reports, (6) total area of estate and mill operations complemented to the map, (7) a map of the river contained in the plantation areas, (8) the procedures / operational procedures of estate and mill, (9) the organizational structure of the company, (10) reports of HCV and their Management Plan, (11) report of Social Impact Assessment (SIA) & their plan, (12) magazines and bulletin of company, (13) reports of investment activities (LKPM), (14) re-ports the plantation business activities (LKUP), (15) monitoring statistics plantation, (16) the data of employees of the company, (17) data use of foreign workers (expatriates), (18) land use data, (19) pollution preventive and reduction plan, (20) the plasma/smallholder production data, (21) the implementation of the CDP and CSR, (22) OSH plan, (23) Complaint and grievance from stakeholder, (24) RSPO audit report, (25) Human Right Policy. The type of information has been socialized to relevant stakeholders on April 20, 2016 by sending letter No. 009/BM-KSY/IV/2016 related announcement to stakeholder as much as 32 stakeholder such as local government institution, NGO, Ploce, local community and etc

Compliance status: Yes No

NCR No: -

Criterion 1.3. Growers and millers commit to ethical conduct in all business operations and transactions.

Findings:

Company as part of WILMAR Corporation, has already documented a policy regarding Code of Ethical Conduct that published by Wilmar International as stated on document 044/Dir-KP/XII/2015. The policy was available in Bahasa and well understood by the workers. Communication and socialization was done to workers as observed on the communication records in the estate.

The policy including information about 3 main principles i.e:

- To avoid conflict of interest
- To avoid misues and/pr abuse of position
- To ensure confidentiality of information and to prevent misues of information gained through the company's operations, either for personal gain or for any purpose other than that intended by the Company

Compliance status: Yes No

NCR No: -

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- Dissemination held on:
- POM I: February 09, 2016 (CPO Transporter), April 25, 2016 CV. AWA RAYA, August 11, 2016 PT. Indopalma, July 30, 2016 (15 contractor workers), March 15, 2016 (33 mill workers), April 05, 2016 (41 mill workers)
 - POM II: February 09, 2016 (CPO Transporter), February 09, 2017 (8 Contractor), March 15, 2017 PT Indopalma March 11, 2017 (36 workers)
 - KSI I: March 14, 2017 (6 Contractors), March 11-14, 2017 (262 workers)
 - KSI II: March 11-14, 2017 (100 wokers)
 - KSI III: March 13-15 , 2017 (214 workers)

Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.

Findings:

The organisation has established a document system which included personnel in charge to manage, set of legal documents, comprehensive list of laws which detail the requirements of specific to mill and estate operations and relevant sections within the law and regulations that is identified to activities, i.e: document no. SOP 08/CKP/(2)/0111, Revision 2, January 2011, namely SOP of Identification Legal Requirements and Mechanism for Evaluation of Compliance. The purpose of SOP are to ensure that all related and applied legals and regulations, including permits or licenses identified, listed and updated regularly.

The persons who have responsible has been established as follows;

- Legal Officer has responsible for identify, compile, and update legal and other regulations. Also, conducted regular audit (2 times per year) and create a compliance program
- Estate Manager and Mill Manager, have responsible for ensure that all related legal requirements, licenses and permits, and other requirements be met.
- General Manager has responsible for ensure that the compliance program to be effective.
- Legal office staf has responsible for updating list of legal requirement and other requirements.

As mentioned above, the audit for legal compliance would be conducted 2 (two) times per year. And the organization also has established document no. SOP 65/CKP/(0)/0811, dated August 01, 2011, namely Internal Audit. The SOP has prepared by Sustainability Coordinator and Approved by General Manager. The SOP said that standards used are RSPO P&C, P&C ISCC, and related other standards. The SOP also said that one being audited is compliance with legal requirements and other requirements.

The law register was divided into 4 (four) filed, i.e.: plantation field, environmental field, labour field, and occupational helath and safey (OHS) fields. The law register has include regulations governing land tenure and land-use rights, labour, agricultural practices, environment (e.g. wildlife laws, pollution, environmental managment and forestry laws), storage, transportation and processing

Compliance status: Yes No

NCR RSPO 01006

Some condition does not appropriate with fulfill of regulation such as:

- The company (KSY) has not performed any testing (no later than 5 years) and periodic inspection (1 year) for all generator sets in KSY 1, KSY 2 and KSY 3 (total of 14 units) in accordance with Permenaker No.PER. 04 / MEN / 1985 (article 135) on aircraft power and production
- The Company (POM & Estate) has not been able to demonstrate a water use permit in processing of oil palm as stipulated in Regulation of Minister of Public Works and Public Housing. 37 / PRT / M / 2015 on Water and / or Water Resources Permit
- The Company (POM) has provided clean water for employee housing (domestic), but has not been able to show the results of clean water quality tests every 6 months as stipulated in Permenkes 416 / MENKES / PER / IV / 1990
- Based on the document review, there are work overtime activities in the mill and estate that are not in accordance with Law No. 13 year 2003:
 - a. Evidence of consent of the workers concerned (article 78 paragraph 1 a).
 - b. Overtime work hours exceeding 14 hours a week (Article 78 clause 1 b) For example: Gunawan (Operator Boiler) –Teguh Mualim Driver (POM II, Juliadi (driver) KSY I, Medi (Operator

practices, and etc.

The company law register has cover Indonesian's law, government regulation, presidential decree, ministry regulations, ministry decree, governor decree, district decree, related authority competent agencies's regulations, and etc. The list of some the legal requirements are as below:

1. Law Register of Environmental Field, Document No. Form 02/SOP 08/CKP/(2)/0111, Rev. 11, Effective date November 01, 2015, The document was prepared by Environment Officer, checked by Legal Officer, and approved by General Manager. The list will be reviewing on May 01, 2016.
2. Law Register of OHS Field, Document No. Form 02/SOP 08/CKP/(2)/0111, Rev. 11, Effective dated November 01, 2015, The document Document was prepared by Safety Representative, checked by Legal Officer and approved by General Manager. The list will be reviewing on May 01, 2016.
3. Law Register of Plantation Field, Document No. Form 02/SOP 08/CKP/(2)/0111, Rev.11, Effective date November 01, 2015, The document was prepared by Legal Officer, checked by Binamitra Regional and approved by General Manager. The list will be reviewing on May 01, 2016.
4. Law Register of Labour Field, Document No. Form 02/SOP 08/CKP/(2)/0111, Rev. 11, Effective dated November 01, 2015, The Document was prepared by Human Resource Region, checked by Legal Officer and approved by General Manager. The list will be reviewing on May 01, 2016.

The organisation has copies of the legal requirements and other requirements or Law Register. There are evidences that the Internal Audit has been conducted and performed by competent personnels. The audit was conducted at January 18-22, 2016, and performed by internal auditors i.e.: Roni, Susanti Tambun, Rezka and Ronal. The documentation of internal are available, e.g.:

1. Internal Audit Report RSPO/ISPO (FRM 04/SOP 65/CKP/(0)/0811)
2. Verification of Corrective Action and Continual Improvement (FRM 03/SOP 63/CKP/(0)/0811)
3. Corrective Action and Continual Improvement ((FRM 02/SOP 63/CKP/(0)/0811)

The documented methodology (e.g.: personnel in charge (PIC), source of info, frequency of update) for tracking changes and communication of changes to relevant sections of the legislation has been defined in the document no. SOP 08/CKP/(2)/0111, Revision 2, January 2011, namely SOP of Identification Legal Requirements and Mechanism for Evaluation of Compliance. The SOP said that the frequency of updating would be conducted at 2 times per year. The sources of information include but not limited to:

- Book of Law or regulation,
- Industrial association, e.g.: SPSI, GAPKI, KMSI, and etc
- Conferences and Conferences
- Related Government bodies (e.g.: Law and Human Right Ministry, Environmental Agencies, Labour Ministry, Agriculture Ministry, government agencies at all relevant lev-

excavator) KSY II, Sukharisno
 KSY III and entire of POM I

- els, traditional council, provincial and district governmental, and etc)
- Internet
- Internal and External audit

Some of the available document evidence and are generally applicable include :

- Some of copies proof of payment of BPJS Health Staff & IPM for the period of February 2017 for 1,754 employees (KSY-1: 687 people, KSY-2: 424 people, KSY-3: 438 people, POM-1: 103 people, POM-2: 102 persons). Employees with permanent status are 282 of the total employees.
- EHS conduct regular monitoring of the signboard danger signs and the use of PPE in the ware-house and workshop.
- PT KSY provide revised procedure about mechanism for providing PPE including AP boot, the procedure explain that the PPE will be replaced freely if the PPE broken because relevant activities with the jobs.
- Replacement and repair all temperature control in production process area such as In Digester, sludge tank, crude oil tank, nut silo etc. The make regular monitoring program for temperature control and other important equipment

POM-1

Some of documents were reviewed and the results as follow :

- All equipments have been approved by the competent authority body.
- The equipments such as Motor Diesel, Electrical Installation, Cranes, Pressure Vessel, Fire Protection Installation, Production Facilities, Steam Boilers, weightbridge and etc have been checked regularly appropriately according to the requirements.
- Periodic medical checkup (held on 19 & 21 December 2016) followed by 106 employees. Based on news of the event dated December 21, 2016, 4 is not present, 28 persons (Boiler section, Station press, Kernel Plant, Station Engine Room, Sterilizer, Effluent, LAB, Clarification, Methan, Process, GA) do special MCU / Audiometry & Spirometry date September 29, 2016 as stated on the minutes of September 29, 2016., plus in December 2016 Audiometry was conducted for 6 people + Spirometry for 3 people.
- Certificate of Competency number 28900 7212 05 0 0039480 2016 dated October 28, 2016 (valid for 3 years) on behalf of Yatno register number LOG 004 04054 2016 as Las SMAW (3G) issued by Indonesian Metal and Machinery Profession Certification Institution on Behalf of National Agency Professional Certification, signed by the Chairman (Ir Dasep Ahmadi) and Executive Director of Indonesian Metal and Machine Profession Certification Institution (Bambang Nurcahyo).
- Verification Report for Refinement and Continuous Improvement Measures conducted on 27 February - 3 March 2017 conducted by 4 person verification officers (Roni, Susanty, Rezka, Chumaidi). Report using Form number: FRM.03 / SOP.63 / CKP / (0) / 0811 dated August 1, 2011.

- RSPO Internal Audit Report of PT Kerry Sawit Indonesia conducted on 23-30 January 2017 by Roni, Santy, Chumaidi, Rezka. Report using form number: FRM 04 / SOP 65 / CKP / (0) / 0811 dated August 1, 2011. Form report contains Number, P & C ISPO, P & C RSPO, Auditor, Date, Findings, Major, Minor. There are 43 findings found from the inter-audit results of January 2017.
- Certificate has followed the Development of Safety Engineering and Occupational Health of Steam Plane Operator Field on 7 s.d. July 11, 2015 held in Sampit by PT Embana Industrial Supply. Listed in the certificate fulfil the requirements as Operator of Class II Steamship K3 (two) according to the Regulation of the Minister of Manpower and Transmigration No. RI. Per.01 / Men / 1998 Jo Circular Letter of Dirjen Binwasker No. SE.01 / DJPPK / VI / 2009. Certificate issued on September 21, 2015. Available Card Lisenti K3 Steam Aircraft Operator on behalf of Andi Amirullah registration number: 7750.OPK3-PUBT-B.II / IX / 2015 dated 21 September 2015 valid until September 21, 2020.

POM-2

The organization has demonstrated their compliance to related legal requirements regarding OHS, palm oil mill equipments and facilities, and etc. Some of documents were reviewed and the results as follow :

- The license of the Electronic Weight-Briidge of Avery Weight Tronik Model E1205, serial no. 113 550 144, still valid until February 01, 2017 according to Certificate of Testing No. 110/UPTD-METRO/II/2016, dated February 10, 2016.
- The license of the Electronic Weight-Briidge of Avery Weight Tronik Model E1205, serial no. 135150531, still valid until November 03, 2016 according to Certificate of Testing No. 110/UPTD-METRO/II/2016, dated October 30, 2015.
- License to temporary store medical hazardous waste until June 30, 2016, according to letter from Environment Agency of Seruyan District, No. 660/494/BLH.I/XII/2015, dated December 21, 2015.
- Approval of Committee of Occupational Health and Safety and Fire Handling Unit according to Decree of Head of Labor, Transmigration, and Tourism of Seruyan District No. 560/581/KEP/DISNAKERTRANSPAR/V/2015, dated May 12, 2015. The decree valid until 3 (three) years since issuance.
- Decree of Seruyan District Regent No. 320 year 2012, dated June 29, 2012, regarding Environment Licence for palm oil mill development and other supporting facilities. The license valid since issuance.
- Building Permit/Licence No 979.3/42/KPPT/V/2012, dated May 01, 2012, issued by Seruyan District Regent for the Second Palm Oil Mill Building
- Building Permit/Licence No 979.3/41/KPPT/IV/2012, dated April 30, 2012, issued by Seruyan District Regent for the housing building of Second Palm Oil Mill.
- Membership Certificate of BPJS (Organizing Body of Social Security) – Health Security, dated December 26, 2014.
- Membership certificate of Labour Social Security no.

- 07FR0136, dated June 20, 2007.
- Land Application license No. 188.45/335/204, dated November 03, 2014, issued by Seruyan District Regent, The license valid until September 25, 2019.
 - Environment management & monitoring effort on behalf KSY 2 POM has approved by Environmental Agency at Seruyan District dated on 11 July 2012 (decree no.750/004/BLH/VII/2012),
 - Environment permit/license No.188.45/149/2015, dated April 8, 2015, issued by Head of Seruyan District for POM development and other supporting facilities (methane capture) in KSY2 POM.
 - Environment permit/license No.188.45/148/2015, dated April 8, 2015, issued by Head of Seruyan District for POM development and other supporting facilities (methane capture) in KSY1 POM.

The employee has appropriate certificates/licenses, e.g.:

- Authority Card as OHS Expert No. 15880/PK3/AJ/62/2014/PO, on behalf Fajri Zakaria, valid until September 23, 2017
- OHS Certificates for Wheel Loader operator, on behalf Ani, License No. Reg. 13.13798-OPK3-PAA/II/2013; valid until February 28, 2018.
- Certificate of Welder Class III, Type SMAW, dated May 08, 2014, on behalf Imam Roja'i
- Certificate of welder, Class II, Type SMAW, dated November 26, 2014, on behalf Aldiansyah
- Certificate of welder, Class II, Type SMAW, dated November 26, 2014, on behalf Agus Budi Santoso
- Licence of OHS Electrician Technician, on behalf Agung Pramono, Reg. No. 9802-TK3/Listrik/XII/2014, valid until December 29, 2019
- License of OHS Boiler Class I, on behalf Aris Setiono, Reg No. 8369.OPK3-PUB-B.1/V/2015, valid until May 22, 2020
- License of OHS Boiler Class I, on behalf Indra Yesa, Reg No. 8370.OPK3-PUB-B.1/V/2015, valid until May 22, 2020
- Licence of OHS Lift and Transport Craft, on behalf Hero Wanto, Reg. No. 14.10679-OPK3-MC/PAA/I/2015; valid until January 16, 2020.
- License of OHS Lift and Transport Craft, on behalf Idil bin Andai, Reg. No. 14.15359-OPK3-LT/PA/I/2015, valid until January 16, 2020.
- Medical Check Up Periodic (106 employees, 4 absent) held on January 2017, 56 performing an audiometric examination.

The organization has complete list of legal requirements and other requirements or Law Register. The list of law register has cover Indonesian's law, government regulation, presidential decree, ministry regulations, ministry decree, governor decree, district decree, related authority competent agencies' regulations, and etc.

EIA Document

Regulations related to the environment documents, are such as:

1. Government Regulation (PP) No. 27 of 2012 regarding Environment Permit
2. Regulation of the Minister of Environment No. 13 year 2010 regarding Environment Management and Monitoring Effort

(UKL-UPL) and Environment Management and Monitoring Effort (UKL-UPL) and Declaration Letter for Managing and Monitoring Environment (SPKL)

The organization had:

- Environmental Impact Assessment (AMDAL) Oil palm plantations and palm oil mills (for KSY Estate 1, 2 and 3 and KSY2 POM), has been approved by BAPEDALDA (Region Environmental Agency) District Kotawaringin Timur (No. 70/Komisi-AMDAL Kotawaringin Timur/VI/2008) on June 28, 2008. Document based on the decision of the Minister of Agriculture as per letter no. 357/Kpts/HK.350/2002 approved for an area of 17.202,36 Ha with Factory capacity 45 Ton FFB/Hour expand to 90 Ton Ton FFB/Hour.
- Environmental Management Effort and Environmental Monitoring Effort (UKL-UPL) Construction of Palm Oil Mills and Other Supporting Facilities for KSY1 POM, has been approved/endorsed by Environmental Agency (BLH) District. Seruyan (No 750/004/BLH /VII/2012) on July 11, 2012. The environment documents were cover capacity mill of 90 tonnes per hour and located at 12 ha of area. There is Environment permit/license No. 320 Tahun 2012, dated Juni 29, 2012 issued by Head of Seruyan District.
- Environment permit/license No.188.45/149/2015, dated April 8, 2015, issued by Head of Seruyan District for POM development and other supporting facilities Methane Capture Plant in KSY1 POM & KSY2 POM.

Land Application license

Regulations related to Effluent, are such as:

1. Decree of the Minister of Environment No. 51 year 1995 regarding Industrial Effluent Quality
2. Decree of the Minister of Environment No. 28 year 2003 regarding Technical Guidance Assessment Effluent Usage from Industry to Soil in Palm Oil Plantation

The organization had:

- Land Application license No. 188.45/354/2014, dated November 03, 2014, issued by Seruyan District Regent for KSY2 POM, The license valid until September 25, 2019
- Land Application license No. 188.45/179/2015, dated April 03, 2015, issued by Seruyan District Regent for KSY1 POM, The license valid until April 27, 2020

License To Temporary Store Medical Hazardous Waste

Regulations related to Hazardous Materials Management, are such as:

1. Government Regulation No. 18 year 1999 regarding Toxic and Hazardous Materials Management
2. List of Toxic & Hazardous Materials from specific source, unspecific source, expired chemical, leaked chemical, residue, container, or product disposal which does not comply with the specification of Government Regulation No. 85 year 1999 regarding changes of Government Regulation No. 18 year 1999 regarding the Management of Hazardous and Poisoned Waste.
3. PT KSY have License to temporary store medical hazardous

waste No. 188.45/511/2015, issued by Seruyan District Regent for PT KSY (7 unit at 3 estate and 2 POM), The license valid until December 16, 2020

Some condition does not appropriate with fulfill of regulation such as:

- The company (KSY) has not performed any testing (no later than 5 years) and periodic inspection (1 year) for all generator sets in KSY 1, KSY 2 and KSY 3 (total of 14 units) in accordance with Permenaker No.PER. 04 / MEN / 1985 (article 135) on aircraft power and production
- The Company (POM & Estate) has not been able to demonstrate a water use permit in processing of oil palm as stipulated in Regulation of Minister of Public Works and Public Housing. 37 / PRT / M / 2015 on Water and / or Water Resources Permit
- The Company (POM) has provided clean water for employee housing (domestic), but has not been able to show the results of clean water quality tests every 6 months as stipulated in Permenkes 416 / MENKES / PER / IV / 1990
- Based on the document review, there are work overtime activities in the mill and estate that are not in accordance with Law No. 13 year 2003:
 - a. Evidence of consent of the workers concerned (article 78 paragraph 1 a).
 - b. Overtime work hours exceeding 14 hours a week (Article 78 clause 1 b) For example: Gunawan (Operator Boiler) – Teguh Mualim Driver (POM II, Juliadi (driver) KSY I, Medi (Operator excavator) KSY II, Sukharisno KSY III and entire of POM I

This condition raise as **Non conformity (NCR RSPO 01006)**

Criterion 2.2: The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.

Findings:

The company has record of legal ownership of land i.e:

- Minister Decree of State Agrarian Affairs / Head of National Land Agency No: 13/HGU/KEM-ATR/BPN/2017 dated 31 January 2017 about granting of land use permits to PT. Kerry Sawit Indonesia as large as 13,634.14 hectares located in Mustika Sembuluh I village and Mustika Sembuluh II village, Danau Sembuluh Sub District and Tabiku village, Seruyan Raya Sub District, Seruyan District, Central Kalimantan Province.

The cooperative also has legal ownership i.e:

- Environmental document (AMDAL) consist of estate and mill as large as 17,202.36 ha year 2002 with mill capacity 45-90 ton/hour.
- UKL-UPL year 2012 as large as 12 ha with mill capacity 90 ton/hour
- Revision of environmental document year 2015 related additional of methane capture
- Document of HCV PT Kerry Sawit Indonesia year 2009
- Document of Social Impact Assessment (SIA) year 2010

The cooperative also has legality about land status such as:

Compliance status: Yes No

NCR RSPO 01007

There is no evidence of significant land conflict resolution processes between the company and the landowners can be accepted and implemented by the parties involved. For example: Lubis, Imam Wahyudi

Allocation areas for smallholder consist of :

- Cooperative of Sejahtera Bersama amount of **956.57 ha** (Head of Seruyan District decree no. 188.45/339/2015 dated on 11 Agustus 2015 regarding determine prospective land),
- Cooperative of Tabiku Makmur amount of **568.19 Ha** (Head of Seruyan District decree no.188.45/337/2015 dated on 11 Agustus 2015 regarding determine prospective land),
- Koperasi Serba Usaha (KSU) Danau Sejahtera amount of **1,064.45 Ha** (Head of Seruyan District decree No.188.45/338/2015 dated on 11 Agustus 2015 regarding determine prospective land),
- Cooperative of Karya Bersama amount of **965.19 Ha** (Head of Seruyan District decree no. 188.45/336/2015 dated on 11 Agustus 2015 regarding determine prospective land)

During the 1st surveillance, the company has set the plan about register the land to be HGU and the process still running.

The company has land map No.17-15.11-2014 dated 5 May 2014 with scale 1:300,000 as large as 13,634.14 ha located in Mustika Sembuluh I village and Mustika Sembuluh II village, Danau Sembuluh Sub District and Tabiku village, Seruyan Raya Sub District, Seruyan District, Central Kalimantan Province issued by Minister of Agraria and National Land Agency. Based on field visit on pillar of HGU at KSI I No. 011, No.013 and No.020, the pillar in good condition and well maintained. The company has procedure of identification and maintenance of pillars HGU (001/SOP/GIS/2014 revision 00 effective dated 1 July 2014). The procedure regulated about maintenance of pillars HGU conducted every 3 months. The company has been conduct regularly monitoring and maintenance on November 2016 and January 2017 that equipped with minutes of monitoring and maintenance.

Based on interviews with companies, community and leaders Tabiku village explained that there was no land disputes led to massive violence involve the broader community. Arable land of communities that are within an area of 217.58 ha, which hasn't been compensated yet since the estate as constructed. The land owner didn't want to release his land.

Participatory mapping of land conflicts was contained in SOP Technical Guidelines for Land Acquisition (No. Document: SOP 29 / BM / (0) 0409) dated April 13, 2009. Based on a review of documents on land compensation records, note that the parties participating in the implementation stages of land acquisition or compensation, each document was witnessed by the village head and sub district head.

The company has already made Enclave Map Scale 1: 40,000 for the Estate 1, 2 and 3, explain the real boundary, division boundary, block boundaries, sub-block boundaries, and enclave area.

The Company has a policy of no deforestation, no land clearing in peat lands and not exploiting their fellow human beings and the local community. It was made on December 5, 2013. In the document was explained that Wilmar remain to committed clearly and seriously not to do violence action and will do our best in all respects in or-

der to avoid using force, threats or act violently.

The policy has been disseminated to the workers in Estate 1, 2 and 3 on 4 February 2016, and to workers in Mill 1 and 2 on February 8, 2016. Based on the results of interviews with community leaders and village officials of Tabiku, has been disseminated January 12, 2015

There are several land conflicts with community members and mapping of land dispute sites involving landowners, i.e: M Sair, Misrun, Misan, Sariyana, Hatria, Junaidi, Ijang, and Amiansyah. Anang, Al Hidayah.

There is no evidence of significant land conflict resolution processes between the company and the landowners can be accepted and implemented by the parties involved. For example: Lubis, Imam Wahyudi. This condition raise as **Non conformity (NCR RSPO 01007)**

Criterion 2.3: Use of land for oil palm does not diminish the legal rights, or customary rights, of other users, without their free, prior and informed consent.

Findings:

The company has the SOP Free Prior and Informed Consent / FPIC (No. Document: SOP 46 / PR / (0)/ 0709) applies on July 2009. Within the SOP described FPIC stages, those are:

- Identification of customary lands.
- Involving the community institutions.
- Delivering information.
- Ensure that the consent was given voluntarily.
- Guarantee that the approval was given before operations.
- Ensure that there is an agreement.
- Resolve conflicts.
- Negotiation,
- Finalization of the written agreement.

In interviews with the village head of Tabiku village, it was explained that there are no indigenous land or customary rights in the area of the company. Since the beginning of land acquisition for the construction of the estate, there is no customary land or customary rights in the area of the company. Legality of land in the community is SKT document issued by the village and sub-district head, SHM (Ownership Certificate), inherited land and the deed of land sale and purchase.

The company has not been able to show maps with the appropriate scale, indicating the extent of legal rights, customary rights or use rights of parties that have not been made through a mapping process involving all affected parties (land owner in the enclave map). This condition raise as **Non conformity (NCR RSPO 01008)**

Compliance status: Yes No

NCR RSPO 01008

The company has not been able to show maps with the appropriate scale, indicating the extent of legal rights, customary rights or use rights of parties that have not been made through a mapping process involving all affected parties (land owner in the enclave map).

Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.

Findings:

Business documents or management plan used as a reference by

Compliance status: Yes No

NCR No: -

the company is financial projections for year 2015 to 2020 (include of both mills).

Financial projections explain information about total planted area, FFB production, process FFB, CPO & PK production, extraction rate (OER & KER), cost of production, cash flow, cash surplus (deficit) from operation, milling process, capital and revenue expenditure, average yield per hectare, and including information about total capex of plantation and mill. Projection of year 2015-2020 that the company will profit. Besides having a financial projection that the company has a budget for year 2016 operation.

Due to all plantation age in PT KSY 1, 2 and 3 still young, replanting program will be conducted for the next 13 years. Replanting programs will be start in year 2025, with 56.92 ha replanted in those areas previously planted in the year 2000, 1,125.43 ha in year 2026, 1,017.41 ha in year 2027, in 2,487.53 ha in year 2028, 3,203.86 ha in year 2029, and 3,606.05 ha in year 2030 but the plan can be changed according to the productivity of FFB from estate it.

The cooperative has been financial projection or management plan at least 3 years (year 2015-2019) where consist of area statement, maintenance & harvesting cost, FFB production, FFB price per tonne, capital expenditure, and profit and loss analyst.

The company conduct a monthly review of the business documents which at the end of the year, is summarized into an annual internal performance appraisal. In 2016 the company gets the MPI score achieved by 62%.

Plantation management arranges long-term plans based on existing data support, then included in short-term and long-term plans. The data already possessed by plantation management are: area of statement, peatland map of scale 1: 30.000, SOP number SA.03/EMU/(1)/0710 concerning Management and Monitoring of Peat Land for the Right Palm Oil Planting and SOP number SA.08 / EMU / (0) / 0811 concerning Guidelines for Measuring Soil Erosion Levels.

The company has a system to improve practices in line with new information and techniques. Each activity has been designated Personnel in Charge (PIC) which is included in each SOP document. Update information to all workers and smallholders is the responsibility of each unit head. The stages of SOP documentation are simply as follows: SOPs made by TL management Sysytem, Review by TL Documentation, EHSC-Sustainability Dept. Head, and Approved by Project & Technical Director. These stages are listed in the Creation, Control & Document Revising SOP number: PROS0SD-01-01 Revision 01 dated 1 May 2011, containing among others: Objectives and Scope, Space, Responsibility, References , Definition, Description of Procedures, (Scope, Creation & Change, Control), Pengesahaan, Distribution, Socialization, Document Storage, Request / Lending Documents, External Documents, Supporting Documents, Appendix.

The way of communication to update the latest information is by organized socialization events, for example :

Minutes of Evaluation of Regulation on March 8, 2017 for workers,

made by BM & Legal Officer (Rahmad Saleh Goentori), and PR Manager (Andi Ayub, SH). Evaluation is conducted on the company's compliance with laws and regulations, especially the updated regulations for the period November 01, 2016 s.d. May 1, 2017, the evaluation activity was attended by 16 personnel from Internal who were representatives of POM 1, 2, KSY 1, 2, and 3.

For Community: Conducted in accordance with SOP number SOP 34 / PR / (3) / 0217 dated February 1, 2017 Revision 3 on Procedure for Receipt of Complaints and Settlement of Dispute in particular Outside Dispute Dispute. Procedures describe: Objectives, Scope, Responsibility, Definition, Operational Procedures, and Documentation. Available Documents Annual Meeting and Socialization PT. KSY which contains :

- Minutes of the Annual Meeting and Socialization of PT Kerry Sawit Indonesia Year 2017 in Sembuluh I Village and Sembuluh II Village on February 8, 2017.
- Minutes of the Annual Meeting and Socialization of PT Kerry Sawit Indonesia Year 2017 in Tabiku Village on February 10, 2017.
- Meeting materials: Submission of SOP Appointment of officers and community communication, Submission of complaints and dispute settlement procedures, especially disputes outside court, HCV-related Submission, CD-CSR Submission, Q & A.
- Meeting Participants: Representative of PT. KSI (Department: PR, HRD, Land, HCV, POM 1 & POM 2. Village Party Sembuluh I, Sembuluh II, and Talibu Village consisting of: Village Head, Village Secretary, Kerua RT and RW, BPD, Tokoih Agama, Education (Teachers) and Community Leaders.
- Notes, Documentation, Attendance List.

SOP Receipt 34 / PR / (3) / 0217 Revision 3 on the Procedure for Receiving Complaints and the Settlement of Disputes in particular Disputes Outside the Court. The receipt was signed by Head of Sembuluh I village (Wata Yudinur), Head of Sembuluh II village (Ahmad Syukur), and Kadin Tabiku (Adi).

The company does not yet have a replanting program, because the plants are young and still productive, the oldest 14-year-old oil palm planted in 2003. Replanting programs will be start in year 2025, with 56.92 ha replanted in those areas previously planted in the year 2000, 1,125.43 ha in year 2026, 1,017.41 ha in year 2027, in 2,487.53 ha in year 2028, 3,203.86 ha in year 2029, and 3,606.05 ha in year 2030 but the plan can be changed according to the productivity of FFB from estate it.

Criterion 4.1: Operating procedures are appropriately documented and consistently implemented and monitored.

Findings:

The procedure document is set by the Document Control (DC) section. SOP documents are then distributed to all units (POM 1 & 2, Estate 1, 2, 3) in hardfile and softfile (by email). The company has not implemented an online database system that can be accessed by all units in PT Kerry Sawit Indonesia.

Compliance status: Yes No

NCR No: -

The company (estate and mill) has a standard operating procedure activities include land survey, nursery, preparation of land clearing, planting LCC, upkeep, harvesting, pest, replanting, agronomi, lingkungan, receipt FFB, FFB processing until sales of CPO including SOP of Despatch CPO, Sterilizier, Digester, Clarification, Kernel Silo.

POM :

SOP Maintenance, Electrical, Process, Laboratory / QC, MR, PGA, Store, Logistics, Warehouse / Transit.

Estate :

- SOP Agronomic (agriculture manual, handling of oil palm sprouts, pest detection and census and Plant Disease Pest, Peatland monitoring and monitoring, Census of FFB production estimation, Fertilization application, Spray calibration, M-Dek Fertilizer sprayder calibration, Soil, Sampling of solids fertilizer, etc.).
- Environmental SOP (High Conservation Value Management, Orangutan habitat protection and action against orangutans found in Hak Guna Usaha, Identification of flora and fauna).
- Health and Safety SOP.

Copies of all SOPs are available in all units (estate and mill) and SOPs using appropriate language ie Bahasa Indonesia.

During visit to mill (POM-1), there is found implementation that is in accordance with the procedure included:

1. In the digester operating procedures (SOP/KSY-2POM-PRS-004 rev 01 effective date January 15, 2014) described that the temperature of the digester is maintained 90°C verification result show that temperature actual on digester No.1 and No. 2 already reach temperatures 90°C.
2. In the clarification operating procedures (SOP/KSY-2POM-PRS-006 rev 01 effective date January 15, 2014) described that the temperature of the clarification is maintained 90°C-95°C, verification result show that temperature actual on clarification already reach temperatures 90°C – 95°C .
3. In the kernel silo operating procedures (SOP/KSY-2POM-PRS-013 rev 01 effective date January 15, 2014) described that the temperature of the digester is maintained 70°C-90°C, verification result show that temperature actual on kernel silo reach temperatures 70°C-90°C.

During visit to mill (POM-2), there is found implementation that is not in accordance with the procedure included :

1. In the digester operating procedures (SOP/KSY-2POM-PRS-004 rev 00 effective date January 14, 2013) described that the temperature of the digester is maintained 85°C-90°C, verification result show that temperature actual on digester reach temperatures in accordance with procedure
2. In the sludge tank operational procedures (SOP/KSY2POM-PRS-019 rev 00 effective date January 14, 2013) described that the sludge tank temperature maintained 90°C-95°C, verification result show that temperature actual on sludge tank reach temperatures in accordance

- with procedure
3. In the crude oil tank operational procedures (SOP/KSY2POM-PRS-018 rev 00 effective date January 14, 2013) described that the crude oil tank temperature maintained 90°C-95°C, verification result show that temperature actual on crude oil tank reach temperatures in accordance with procedure
 4. In the nut silo operational procedures (SOP/KSY2POM-PRS-009 rev 00 effective date January 14, 2013) described that the nut silo temperature maintained 70°C-80°C verification result show that temperature actual on nut silo reach temperatures in accordance with procedure

The SOPs compiled and owned by the company are sufficient for all operational processes in palm oil mills and plantations. Copies of all SOPs (new and revised) are distributed to all units (estate and mill) and SOPs using Indonesian language, each unit is responsible for distributing to employees both at the office and in the field.

The company already has master of all SOPs, including SOP related to EHS, Environment, High Conservation Value, Sustainability, Land, Social, Human Resources Department, Agronomy, Medical, ISCC, and GIS. Occupational Safety & Health, Emergency Response, Programs and Manual.

The control of SOP (new or revised) availability is regulated by the employees of the Control Document section in each unit, then the SOP is distributed to each section related to the operational activities being undertaken.

Procedure has been using the appropriate Indonesian language. Internal training that has been realized include : training: K3 steam aircraft, clarification operations, LOTO, SOP grading socialization, waste socialization and LB3, SOP store socialization and emergency response spill, hydrant and fire drill simulation, SOP lab & emergency response spill, IPAL and ILA SOP, health counseling, APAR, ISCC-SCCS, First Aid. As mentioned above, the audit for legal compliance would be conducted 2 (two) times per year. And the organization also has established document no. SOP 65/CKP/(0)/0811, dated August 01, 2011, namely Internal Audit. There is evidence that the Internal Audit has been conducted and performed by competent personnels. The audit was conducted at January 23-30, 2017, and performed by internal auditors i.e.: Roni, Susanti Tambun, Rezka and Chumaidi. There are 2 personnel assigned to internal control have sufficient qualifications to conduct RSPO and ISPO assessment on behalf of Roni Susanto and Rezka Raminda who have attended ISPO auditor training and Public Safety Expert, while 1 person plays as management representative on behalf of Susanti Tambun and Another 1 is still a trainee. In addition to the qualifications already mentioned, on August 11, 2015 the company held a New Interpretation Seminar of RSPO's P & C and New RSPO's SCCA Standard 2014 at PT Mustika Sembuluh Training Center attended by all staff of sustainability estate, mill, CD / SCR, PR / Legal, Land Problem and EMU. The seminar material givers are Ibu Dian Susanty Soeminta from PT TUV Rheinland Indonesia and Ibu Eka Amana (Sustainability CKP). On January 25, 2017, RSPO - SCCS refresh training and upgrading of internal Balance Supply Chain (MB) system were participated by 32 participants including representatives from PT KSI-POM1 and POM2, with Mutia material carrier from Head Office Jakarta. The procedure of

Internal Audit has prepared by Sustainability Coordinator and Approved by General Manager. The SOP said that standards used are RSPO P&C, P&C ISCC, and related other standards. The SOP also said thta one being audited is compliance with legal requirements and other requirements.

The documentation of internal are available, e.g.:

1. Internal Audit Report RSPO/ISPO (FRM 04/SOP 65/CKP/(0)/0811)
2. Verification of Corrective Action and Continual Improvement (FRM 03/SOP 63/CKP/(0)/0811)
3. Corrective Action and Continual Improvement ((FRM 02/SOP 63/CKP/(0)/0811)

The documented methodology (e.g.: personnel in charge (PIC), source of info, frequency of update) for tracking changes and communication of changes to relevant sections of the legislation has been defined in the document no. SOP 08/CKP/(2)/0111, Revision 2, January 2011, namely SOP of Identification Legal Requirements and Mechanism for Evaluation of Compliance. The SOP said that the frequency of updating would be conducted at 2 times per year.

The sources of information include but not limited to:

- Book of Law or regulation,
- Industrial association, e.g.: SPSI, GAPKI, KMSI
- Conferences and Conferences
- Related Government bodies (e.g.: Law and Human Right Ministry, Environmental Agencies, Labour Ministry, Agriculture Ministry, government agencies at all relevant levels, traditional council, provincial and district governmental, and etc)
- Internet
- External audit

Measurements or results of internal control and monitoring activities documented in form a Verification of Corrective Action and Continual Improvement (FRM 03/SOP 63/CKP/(0)/0811). Records of corrective actions and improvement undertaken has been documented in the form Corrective Action and Continual Improvement ((FRM 02/SOP 63/CKP/(0)/0811).

The company has procedure of FFB reception with document number SOP/KSYPOM-LOG-002 revision 02 effective date 1 July 2013. The procedure has been described about FFB reception from certified estate and non certified estate. The company has list of third party FFB supplier such as cooperative (plasma). During the audit, the company has been implemented the procedure and has been conduct recording for FFB in accordance with procedure. The company has record of FFB from third party (plasma) which record in recapitulation of FFB reception. Record of FFB reception has been verified against entire document.

Criterion 4.2: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.

Findings:

The company has procedure related fertilizer (SA05/EMU/(1)/0811 revision 01 effective date 1 August 2011). The procedure has been

Compliance status: Yes No

NCR No: -

describes about mechanism to implementation, dossess, time of application. Based on field verification, the workers has been conducted fertilizing in accordance with procedure and recommendation of fertilizer. Based on field verification in KSI 1 Division III Block 098, the company conducted fertilizer (NPK 13) with dossess 2.5 kg/tree in accordance with recommendation of fertilizer. The workers also used personal protective equipment that has been stated in procedure such as apron, safety boot, gloves, and mask. The fertilizer activity supervised by foreman and the result of fertilizer application reporting on daily activity report.

The company has record of fertilizer from January until December 2016. Based on record of fertilizer, it can be seen that fertilizer activity has been conducted in accordance with recommendation of leaf sampling analysis result.

The company has recorded of fertilizer used per tonnes FFB year 2016 i.e:

KSY I

- SOA: total realization until December 2016 as much as 1,414,950 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 11.18 kg/ton FFB
- RP: total realization until December 2016 as much as 140,800 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 1.11 kg/ton FFB
- MOP: total realization until December 2016 as much as 1,318,300 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 10.42 kg/ton FFB
- Dolomite: total realization until December 2016 as much as 215,650 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 1.70 kg/ton FFB
- Kieserite: total realization until December 2016 as much as 180,650 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 1.42 kg/ton FFB
- Borate: total realization until December 2016 as much as 26,080 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 0.20 kg/ton FFB
- NPK SK.13-8.27+0.5B total realization until December 2016 as much as 3,715,400 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 29.36 kg/ton FFB
- NPK Blue: total realization until December 2016 as much as 1,600 kg with FFB produced as much as 126,514.30 tonnes so fertilizer application per ton FFB is 0.01 kg/ton FFB

KSY II

- SOA: total realization until December 2016 as much as 1,206,700 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 10.99 kg/ton FFB

- RP: total realization until December 2016 as much as 123,550 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 1.12 kg/ton FFB
- MOP: total realization until December 2016 as much as 1,151,250 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 10.49 kg/ton FFB
- Dolomite: total realization until December 2016 as much as 189,000 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 1.72 kg/ton FFB
- Kieserite: total realization until December 2016 as much as 77,900 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 0.70 kg/ton FFB
- Borate: total realization until December 2016 as much as 16,620 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 0.15 kg/ton FFB
- NPK SK.13-8.27+0.5B total realization until December 2016 as much as 3,234,200 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 29.47 kg/ton FFB
- NPK Blue: total realization until December 2016 as much as 1,200 kg with FFB produced as much as 109,720.76 tonnes so fertilizer application per ton FFB is 0.01 kg/ton FFB

KSY III

- SOA: total realization until December 2016 as much as 922,150 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 10.93 kg/ton FFB
- RP: total realization until December 2016 as much as 39,850 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 0.47 kg/ton FFB
- MOP: total realization until December 2016 as much as 889,300 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 10.54 kg/ton FFB
- Dolomite: total realization until December 2016 as much as 116,800 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 1.38 kg/ton FFB
- Borate: total realization until December 2016 as much as 116,800 kg with FFB produced as much as 48,675.11 tonnes so fertilizer application per ton FFB is 1.38 kg/ton FFB
- Borate: total realization until December 2016 as much as 9,800 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 0.11 kg/ton FFB
- NPK Super K 13-8-27+0.5B: total realization until December 2016 as much as 2,504,250 kg with FFB produced as much as 84,327.91 tonnes so fertilizer application per ton FFB is 29.69 kg/ton FFB

The company has guidance for leaf sampling to get recommenda-

tion of fertilizer issued by EMU Department. The procedure stated that leaf analyze conduct once a year and soil analyze conduct every 6 year. The company has record of leaf analyze that has been conducted on May 2016 by EMU Laboratory to get fertilizer recommendation year 2017. The result of leaf analyze has been explained about ingredient i.e N, P, K, Mg, Ca, Cu and Zn. Sample of leaf that has been analysing as much as 142 leaf sample and 13 rachis sample. The company has been conduct soil analyze by Param Agricultural Soil Survey on June 2012.

The company has record of EFB application i.e:

KSY I

- January until December 2016 as large as 1,208.09 ha with total of EFB application as much as 51,639 kg.

KSY II

- January until December 2016 as large as 690.95 ha with total of EFB application as much as 27,638 kg.

KSY III

- January until December 2016 as large as 224.23 ha with total of EFB application as much as 8,969 kg.

Criterion 4.3: Practices minimise and control erosion and degradation of soils.

Findings:

The company (estate) has marginal soil maps include a map of the depth of peat and sand land maps with a scale 1: 50.000. The company (estate) has procedures for planting slope steepness that have passed a certain limit.

The activity was organized in the preparation and land clearings procedures where areas with slopes of 22 degrees or 40% does not conducted the land clearing. Areas with slopes of 12-22 degrees, or 40% conducted terracing system. Based on topographic maps and field observations, the condition of the area is an area of flat undulating (0-6 degrees) so that the company does not undertake terracing.

The company has a program and a realization for the repair of roads in 2016. The company has realized the maintenance of January to December 2015 along the 6,150 meters with details KSY-1 estate along the 3,000 meter, KSY-2 estate along the 2,000 meters and KSY-3 estate along 1,150 meter.

The company has the SOP to provide guidance on subsidence management, the SOP is number SA.08/EMU/(0/0811. Also The company has conducted a survey of soil suitability by Soil Survey Param Agricultura (M) Sdn Bhd in 2007. This activity aims to determine the suitability of land both of the type of soil and nutrient content for planting palm oil. In the soil suitability report attached soil map which properly for development of palm oil plantations. All of areas that will be developing of palm oil plantation have been in-

Compliance status: Yes No

NCR No: -

cluding in the survey activity with area as 18,994 ha. In the soil suitability assessment stated information such as soil type, topography, hydrology, depth of soil, fertility of soil. In the suitability soil assessment report, there is management best practices recommendation that must conduct for each soil type. According to soil suitability assessment report, the soil type properly to develop palm oil plantation for a long time.

The company has soil type maps include information such as soil type. Based on related soil type map, there is peat land on KSY-3 and sandy soil on KSY-2. In the map describe about the depth of peat. The company uses the map to identification the suitable land for planting palm oil. The map also includes social impact and environmental assessment (SEIA). Based on available of peat map, there is information that the peat is shallow peat.

The company has management plan for the peat and sandy land which planting palm oil. In the management plan there is any management activity such as conducting erosion monitoring, peat subsidence monitoring, water level monitoring and Watergate. The company has been conducts regularly management that it is show with records of monitoring report from each management activity.

The company conduct subsidence monitoring regularly that it is show with records of monitoring report from each management activity.

In the soil suitability assessment stated information such as soil type, topography, hydrology, depth of soil, fertility of soil. In the suitability soil assessment report, there is management best practices recommendation that must conduct for each soil type. According to soil suitability assessment report, the soil type properly to develop palm oil plantation for a long time. Based on field visit, the planted area equipped with drain. The company has topography map that use as guidance for control drain flow or irrigation and development of drain and irrigation drain. The data of topography also can use as a guidance to build road and other infrastructures. There are no area unsuitable for replanting.

Criterion 4.4: Practices maintain the quality and availability of surface and ground water.

Findings:

Water Management Plan has been provided and implemented. Water Management in PT Kerry sawit Indonesia consists of several parts, such as office, warehouse, housing, and field activity (Estate/Plantation) and Palm Oil Mill (POM). The water source of Warehouse and housing are taken from wells (Ground water) and a water pond. PT KSY estate already have water treatment plant and have tested every 6 months. Whereas in POM Water treated first by giving alum, soda ash and chlorine which function as purification, raising the pH and killing germs. Dosage recommendations and checking the water quality is done by Laboratirium EMU. Water efficiency efforts one of them with socialization to employees to efficient use of water and for prevention of pollution and the availability of water, do several things, such as a fencing around the the water pond and also planting trees.

Compliance status: Yes No

NCR No: -

POM had a WWTP with a single feeding system is equipped with a large volume of waste ponds covering cooling ponds, mixing ponds and anaerobic ponds before used in land application

Pome used in land application has permission:

- Land Application license No. 188.45/354/2014, dated November 03, 2014, issued by Seruyan District Regent for KSY2 POM, The license valid until September 25, 2019
- Land Application license No. 188.45/179/2015, dated April 03, 2015, issued by Seruyan District Regent for KSY1 POM, The license valid until April 27, 2020

The company also has a map of water course and wetlands. The company has a plan to reduce a fertilizing and pesticide in the riparian. The company has been conduct marking zone as riparian area with yellow cross in the palm oil tree. Company provided procedures for these catchment areas protection/conservations listed on SOP-GEN-008.

The company has been monitoring of effluent BOD with monthly test based on Ministry of environmental decree No. 28 year 2003. Testing conductd by certified external laboratory, PT Unilab Perdana. From the results of monitoring in 2016, the quality of pome is below the threshold quality standards. The company has methane capture as utilizing renewable energy.

POM has a water usage per tonne of Fresh Fruit Bunches data based flowmeter. In 2016 POM-1 using 1.58 m3/ton FFB and POM-2 using 1.15 m3/ton FFB. There are over-budget use of water. The company has evaluated over budget use of water, which is caused not account for the use of water to capture Methane Plant.

Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

Findings:

The company has a pest and disease management plan year 2016. This plan stated on form of program matrix and pest and disease actual management with document number FRM-HRD-024 revision 0 dated January 1, 2013. The program include monitoring and management plan for bags caterpillars, fire caterpillar, rat, termite, ganoderma, horn beetle and wild boar. The IPM include census and monitoring pest and disease, conducting biological control by planting of beneficial plant such as Cassia cobanensis, Turnera surbulata and also with owl (Tyto alba). The company not use pesticide to control pest and diseases.

The company has a detection and census pests and diseases procedure with the document number: SA 02 / EMU / (01) / 0710 revision 1 effective date July 1, 2010.

The company has a team of census for each estate. The company has conducted training of pests and diseases on February 2, 2016. The training material is pest and diseases principal, introduction of pest and diseases, detection methods and pest and diseases census, beneficial plant and pest and diseases related form. The training documentation such as photos and participant attendance list. The company conducted a census of pests and diseases every two months. The company was conducted census on January 2016.

Compliance status: Yes No

NCR No: -

From the results of the census conducted, the level of pest infestation is still below the limit. All of census recording saved well.

There is evidence that the training has been conducted in appropriate language that is Bahasa Indonesia. The training records are available, e.g.:

- On behalf Yulita, Estate I, Division I/B, best practice of spraying training, dated February 08, 2016
- On behalf Tony Rahman, Estate I, Division I/B, best practice of spraying training, dated October 06, 2015
- OHS for Spraying Training, was conducted at Estate I, on March 26, 2016, and was attended by 11 persons, they are: Sarhimah, Sri Rahayu, Niarti, Rumana, Saniah, Samiah, Muslimah, Nilawati, Murni, Sumarni and Aw. S.

Criterion 4.6: Agrochemicals are used in a way that does not endanger health or the environment. There is no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines. Where agrochemicals are used that are categorised as World Health Organisation Type 1A or 1B, or are listed by the Stockholm or Rotterdam Conventions, growers are actively seeking to identify alternatives, and this is documented.

Findings:

The organization has OHS Policy that covers on safe use of pesticides and to implement the policy, the organization has established some procedures and working instruction to ensure that all hazardous materials and its waste (including pesticides) handled, stored and applied in order to prevent environment pollution and minimize the impacts. The organization (Wilmar- Central Kalimantan Project) on behalf PT KSY have and maintain List of Pesticides year 2016. The type of pesticides listed are categorized into 4 (four) types, i.e. herbicides, fungicides, insecticides, and rodenticides. The list of pesticides was contain information product name (merk), active ingredient, category, characteristic, shape, specific target, and registered number.

The company has procedure related pesticide such as:

- Procedure for chemicals/pesticides including handling, storing and applying, e.g. Procedure of Hazardous Material and Hazardous Waste Management, document no. SOP 22/EHS/(2)/0311, Rev. 03, April 2012
- Procedure of OHS Standard (PSKK) of spraying and fogging, document no. PSKK 02/CKP/(2)/1111, rev. 02, dated November 2011. The procedure was explain detail for pesticides application to ensure that application of pesticides carried out by proven methods that can minimize risk and impacts to human (especially the workers) and environment.
- Procedure for pesticides storage, i.e: Procedure of Hazardous Material and Hazardous Waste Management, document no. SOP 22/EHS/(2)/0311, Rev. 03, April 2012. The organization has provided appropriate chemical storages.

The company has a pesticide program which stated on budget year 2017. The company has realization records of pesticide used which stated on monthly report where the report has been explained about active substance used and lethal dosage (LD)-50, area treated, and

Compliance status: Yes No

amount of active ingredients. For example, percentage of active substances used.

The company has IPM plan based on budget year 2017. The company has been conduct census to identify the attack level of pest and disease. Based on monitoring result year 2016, the attack level still below economically threshold. The company does not used pesticide to controlled the pest and disease because the attack still below economically threshold. The organization has implemented integrated pest management (IPM) by conducted early pests and diseases detection. The records of detected pest and diseases are available, e.g.: document of "Summary Deteksi Serangan Hama dan Penyakit" year of 2016. The pest and diseases has been detected i.e.: Ulat Kantong, Ulat Api, Tikus, Ngengat Ulat Api/Kantong, Tikus, Rayap Tanah, Jamur Ganoderma, Kumbang Badak, Babi Hutan, and other pests and diseases. There is no evidence that pesticides used for prevent the pests and diseases (prophylactic). The organization has implemented biological method to control pests, e.g.: by wreacking *Tyto alba* to control rat/mouse.

The company has list of pesticide which categorize as WHO class 1A, clas 1B and Stockholm or Rotterdam Convention. The company has a policy to minimise pesticide. Based on record of pesticide used and checking to pesticide storage, the company does not used paraquat.

During this surveillance audit, were observed spraying activities at KSI – 2, Diviisi E, and found that the activities was conducted by 8 (eight) persons. And all of them are women. Based on interview and discusses with the sprayer can be concluded that all of them have been completed the necessary training. And also there is evidence that the sprayer able to demonstrate understanding of the hazard and risk related to the chemicals used. The informations regarding type of pesticides using, MSDS, Dose, and etc are readily available for easy reference. All workers wear appropriate PPE such as, masker, safety shoes, glove, safey google and apron. There is evidence that PPE for worker was provided by the organization and can be replaced if any damages. The organization's management has checked the workers usage of appropriate PPE's, where the implementation on the fields carried out by Foreman (Mandore).

There is evidence that the procedure has been socialized to workers and available at location. There is no aerially application of pesticides.

There is evidence that information regarding pesticides handling has available, e.g: the informations of MSDS and active ingredient available on-site. And based on the interview and observe on spraying activity, evidenced that spraying worker able to demonstrate their skills and knowledge in pesticides handling.

The organization has established a procedure for proper disposal of wasate material, i.e.: Procedure of Hazardous Material and Hazardous Waste Management, document no. SOP 22/EHS/(2)/0311, Rev. 03, April 2012. The organization has provided training to workers and managers on proper waste disposal. There is evidence that the organization has been disposal waste (including hazardous waste) in accordance with the relevan regulation.

All of ex pesticides/agrochemicals containers were kept on temporary hazardous and toxic storage. Furthermore, based on observation to hazardous waste storage, it was found that time of storage and storage management were suits with the permit and regulations. The hazardous wastes were delivered to the permitter collector, namely PT Maju Asri Jaya Utama. Furthermore, based on field observation to housing complex, it could be concluded that there were no ex pesticides or hazardous material containers used for household purposes.

There is record of updated list of pesticides operators, the data as follow:

KSY I:

- I/A: Ratiyem, Khosingah, Masyarah, Guyup, Partini, and Mariyah (6 people)
- II/B: Ponirah, Diyah, Hayatun, Yati, Ernawati B, Siti Rahmah, Admini, Trismiati, Yulita and Rustina (10 people)
- II/C: Siti Juneroh, Kirmini, Surti, Sri Wahyuni, Pariyah, Desi Wulandari, Sartinah L, and Sutanti (8 people)
- II/D: Rahmatia, Eti Noryani, Dewi P, Sdariah, Guris. A, Munnah, Asiah, Susilawati, Sayem, Solihah, and Partinah (11 people)
- III/E: Sarhikmah, Niarti, Saniah, Sri Rahayu, Suyatin, Muslimah, Samiyah, Nilawati, Alu Susanti and Lita (11 people)
- I/F: Fitriah, Asmayanti, Saniah, Samirah, Ponijem, Murni, Kini Rumanti, Rumeni, PArtiyem, Yuni Hairunisa, Siti Muslikah, Sarwini, Wakinem and Sukarti (14 people)
- III/ Nursery: Wagiyatun, Munjiyati and Narti

KSY II:

- Melati, Nurhayati, Sukarmi, Lailatul Qodariah, Hasnah, Salma, Nuraini, Manisem, Nuraeni, Sukmawati, and Arbainah (11 people)
- Eni Kurendang, Ernayanti, Nurasiah, Asia, Alimh and Rinta (6 people)
- Khosiah, Rusliana, Nurhayati, Fadiatun, Haryani, Sri Astutuk, Yuliana Diaz Dwianti, Linda (8 people)
- Sariyem, Rosa delima, Tasiyani, Surat, A. Suciati, Nursia, Sotinem, Misbah, Rasmawati, Suhani, Misnawati, Soliah and Santi R (13 people)
- Mujiati, Raudah, Marlina, Novitasari, Mirnawati, Lilis, Isnawati, Dewi S. and Nurhanisa (9 people)

KSY III

- Rini Mulyani, Umi, Aluh, Siti Rahmah, Hatna, Isti Solehah, Taryatun, Ngadinar, Tri Lestari, Jumirah, Maemunah Hasahah, Suniryati, Trimah, Maria Magdalena Wangi, Iswati, Fatmawati, Rusdiana, Erna A, Nursinah, Nurtuti, (20 people)
- Eros, Fatimah, Yuli, Rini Hartati, Soinem, Saonah, Sunindah, Yuliana Pasak, Al Siyah, Muslimah, (11 people)
- Sarniyah, Darma, Hasnah, Mirdayana, Poniayah, Sumini, Suwarni, Sumiyatun, Nur Hidayati, Sattaria, Susmiyati, Siti Fitriah, and Marnia (13 people)
- Tacholi Ana Aulavia, Mardiyah, Suhada, Elis Sumaryani,

Kusumawati and Aminah (6 people)

The company has been conduct medical checkup for pesticide operator on January 2017. Based on medical checkup result, there is no pesticide operator affected cause of pesticide.

There is Inter Office Memo (IOM), No. 016/GM/VIII/2009, dated August 26, 2009, regarding Substitution Works for Pregnant Women and Breast-Feeding Women. The IOM was signed by General Manager, and addressed to all managers. The IOM has contained policy that the pregnant and the breast-feeding women not allowed to work in pesticides, fertilization, and operate transportation vehicles.

The organization has established a mechanism to identify pregnant and breast-feeding women, e.g.: by implement regular check in the organization's clinic. Based on interview with the spraying workers, there is evidence that pregnant and breast-feeding women are nit allowed to handle pesticides.

Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented.

Findings:

The company has policy about safety and health approved by Country Head (Hendri Saksti) dated 22 May 2015. The safety and health policy has been covered risk accident and risk control. The policy has been stated in Indonesian language. The company has been conduct socialization of policy on 2 February 2016 (POM-1), 21 September 2016 (POM-2), 11 March 2017 (KSY-1), 14 March 2017 (KSY-2) and 14 March 2017. The company has OSH programme year 2017. The programme has been covered OSH aspect and equipped with target of implementation. Some of realization of HSE programme for year 2016 i.e:

POM-1

- Training First aid on 19 March 2016
- Socialization of emergency procedure on 23 March 2016
- Socialization of safety driving on 4 April 2016
- Socialization of LOTO on 4 April 2016
- Socialization of PPE used on 5 April 2016
- Socialization of work permit on 9 April 2016
- Fire simulation on 3 June 2016
- Training of emergency on methane capture on 5 September 2016
- Socialization of exhusting fire for emplacement on 17 September 2016
- Meeting of OSH committee on Januari until December 2016
- Monthly inspection of first aid box on January until December 2016

POM-2

- Socialization of fire fighting on 9 August 2016
- Socialization of occupational and safety for CPO vehicle on 27 october 2016
- Socialization of LOTO on 26 November 2016
- Socialization of work permit on 7 April 2016

Compliance status: Yes No

NCR RSPO 01009

The company has been conduct regularly meeting and discussing about the problem that happened. The company (KSY-2 POM) does not conduct re-validation the structure of occupational safety and health committee where there are employees has been resign on behalf Agung Pramono, Khubeb and Ratmanto.

Plantation

- Best Practise Training of spraying on 3 February 2016 (KSY-1)
- Best Practise Training of spraying and manuring on 1 September 2016 (KSY-1)
- Best Practise Training of harvesting on 8 December 2016 (KSY-1)
- Best Practise Training of Pest and Diseases on 1 February 2016 (KSY-1)
- Best Practise Training of manuring on 9 March 2016 (KSY-2)
- Best Practise Training of spraying on 18 March 2016 (KSY-2)
- Best Practise Training of harvesting on 22 March 2016 (KSY-2)
- Training of handling for agrochemical on 29 August 2016 (KSY-2)
- Induction of occupational and safety on 6 August 2016 (KSY-2)
- Simulation of fire fighting on 30 June 2016 (KSY-3)
- Training of fire exhusting on 26 July 2016 (KSY-3)
- Best Practise Training of harvesting on 16 August 2016 (KSY-3)
- Best Practise Training of spraying and manuring on 23 August 2016 (KSY-3)
- Socialization of occupational and safety on 24 August 2016 (KSY-3)

The company has conducted monitoring for implementation of programme by OSH inspection every month. The OHS programme has been delivered to each department. The company has due date to realize the HSE programme and if any target does not achieved so the company will conduct evaluation.

The company has identification of risk assessment, safety health and environmental impact. The risk assessment has been cover all process and activities. The company has accident report year 2016. If any accident, the company has for of accident notification and investigation form. The form has been stated plan of correction and due date of correction so the accident does not recurrence. The company has procedure of risk assessment with document number SOP11/EHS/(0)/0409 revision 0 issued date April 2009. Based on observation at mill and estate seen that the workers has been used PPE in accordance with risk assessment.

The company has training programme year 2017 related safety and health i.e training of emergency team, fire fighting simulator, chemical handling, PPE, LOTO, first aid, work permit, work at height, RSPO and SCCS socialization, safe working, best practice, fire simulation, emergency accident and training of mechanical and operator. The company has procedure about personal protective equipment. The procedure said that if any damaged the company will replaced with the new PPE. Based on field visit to harvesting activity (Block 088 Division 3 KSY-1), spraying (Block 084 Division 3 KSY-1), fertilizing (Block 098 Division 3 KSY-1), EFB application (Block 091 Division 3 KSY-1) seen that the workers has been wearing the PPE properly i.e harvester (safety boot, helm, glassess and gloves), fertilizer (apron, gloves and safety boot) and sprayer

(mask, apron, gloves and safety boot) and during visit to mill seen that the worker has been wearing PPE such as for welder (coverall, gloves and glasses) and pressing operator (helm, mask, ear plug).

The company has person incharge which responsible to implemented of OSH that listed in Occupational and Safety Health Committee. The company has been conduct regularly meeting and discussing about the problem that happened. The company (KSY-2 POM) does not conduct re-validation the structure of occupational safety and health committee where there are employees has been resign on behalf Agung Pramono, Khubeb and Ratmanto. **This condition raised as non-conformity (NCR RSPO 01009).**

The company can showing evidence of OSH reporting that submitted to related agency. Report of 1st quarterly submitted on 12 April 2016, report of 2nd quarterly submitted on 22 July 2016, report of 3rd quarterly submitted on 28 October 2016 and report of 4th quarterly submitted on 27 January 2017.

The company has meeting record of OSH committee. The mill has been conduct regularly meeting. For example: POM-1: 30 January 2016, 13 February 2016, 17 March 2016, 16 April 2016, 28 May 2016, 25 June 2016, 26 July 2016, 24 August 2016, 26 September 2016, 29 October 2016, 19 November 2016 and 6 December 2016. POM-2: 21 January 2016, 22 February 2016, 14 March 2016, 28 April 2016, 16 May 2016, 22 June 2016, 30 July 2016, 22 August 2016, 23 September 2016, 28 October 2016, 19 November 2016 and 6 December 2016. Estate: 21 January 2016, 1 February 2016, 3 March 2016, 29 April 2016, 31 May 2016, 22 June 2016, 30 July 2016, 31 August 2016, 23 September 2016, 31 October 2016, 30 November 2016 and 6 December 2016. The OSH committee conduct regularly meeting to discuss entire aspect about safety, helath and welfare.

The company has procedure of emergency response team (PRO-SD-17-01 revision 01 effective dated 1 May 2011) covered fire, leaks or chemical spills, damage to the levee, the blast machine. The procedures have been covering emergency response and recovery investigation. Recording of occupational accidents have been reported to the authorities through OSH report reported every 3 months. The company has been conduct first aid training on 19 March 2016 (mill) and 14 February 2017 (KSY-1), 12 March 2017 (KSY-2) and 17 February 2017 (KSY-3). The company has record of first aid training i.e attendant list of participant, first aid material and documentation of activity. Based on field visit to harvesting (Block 088 Division 3 KSY-1), spraying (Block 084 Division 3 KSY-1), manuring (Block 098 Divisin 3 KSY-1) and EFB application (Block 091 Division 3 KSY-1) and mill visit at sortation, boiler station, engine room, mill office and temporary storage of hazardous and toxic waste which the content of first aid kit has been accordance with regulation (Permenaker No.15 year 2008). The company also conduct periodically monitoring for first aid box.

The company providing medical care for employee i.e clinic. The company also provided social insurance i.e BPJS Kesehatan and BPJS Ketenagakerjaan. Based on evidence payment of BPJS Ketenagakerjaan of February 2017, the company has been paid BPJS Ketenagakerjaan for POM-1 as much as Rp. 62,390,090 dated 15 March 2017 with total of employee as much as 103 person and BPJS Kesehatan as much as Rp. 14,437,812 with total of em-

ployee as much as 103 person, POM-2 as much as Rp. 56,768,639 dated 15 March 2017 with total of employee as much as 102 person and BPJS Kesehatan as much as Rp. 13,984,933 with total of employee as much as 102 person, KSY-1 estate as much as Rp. 200,231,816 dated 15 March 2017 with total of employee as much as 847 person and BPJS Kesehatan as much as Rp. 94,548,237 with total of employee as much as 1,764 person, KSY-2 estate as much as Rp. 162,171,223 dated 15 March 2017 with total of employee as much as 686 person and BPJS Kesehatan as much as Rp. 57,253,897 with total of employee as much as 1,147 person, KSY-3 estate as much as Rp. 134,512,283 dated 15 March 2017 with total of employee as much as 569 person and BPJS Kesehatan as much as Rp. 57,839,126 with total of employee as much as 1,126 person. The company has record of lost time accident metrics for year 2016.

Criterion 4.8: All staff, workers, smallholders and contractors are appropriately trained.

Findings:

There is evidence that the organization has formal training programme that covers all aspects of the RSPO Principles and Criteria, and includes regular assessment of training need and documentation of the programme. Some of training documents at POM-1 were reviewed, i.e.:

- Matrix of Training Program of 2016 and 2017. The matrix was covering RSPO P&C, OHS, and best practice of manufacturing.
- Best Practise Training of spraying on 3 February 2016 (KSY-1)
- Best Practise Training of spraying and manuring on 1 September 2016 (KSY-1)
- Best Practise Training of harvesting on 8 December 2016 (KSY-1)
- Best Practise Training of Pest and Diseases on 1 February 2016 (KSY-1)
- Best Practise Training of manuring on 9 March 2016 (KSY-2)
- Best Practise Training of spraying on 18 March 2016 (KSY-2)
- Best Practise Training of harvesting on 22 March 2016 (KSY-2)
- Training of handling for agrochemical on 29 August 2016 (KSY-2)
- Induction of occupational and safety on 6 August 2016 (KSY-2)
- Simulation of fire fighting on 30 June 2016 (KSY-3)
- Training of fire exhusting on 26 July 2016 (KSY-3)
- Best Practise Training of harvesting on 16 August 2016 (KSY-3)
- Best Practise Training of spraying and manuring on 23 August 2016 (KSY-3)
- Socialization of occupational and safety on 24 August 2016 (KSY-3)
- Training First aid on 19 March 2016
- Socialization of emergency procedure on 23 March 2016
- Socialization of safety driving on 4 April 2016

Compliance status: Yes No

NCR No: -

- Socialization of LOTO on 4 April 2016
- Socialization of PPE used on 5 April 2016
- Socialization of work permit on 9 April 2016
- Fire simulation on 3 June 2016
- Training of emergency on methane capture on 5 September 2016
- Socialization of exhusting fire for emplacement on 17 September 2016
- Meeting of OSH committee on Januari until December 2016
- Monthly inspection of first aid box on January until December 2016

There is evidence that the organization has records of training for each employee, such as contained in the official report of training and personal map.

Criterion 5.1: Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement.

Findings:

PT KSY has some document related environmental such as:

- Environmental Impact Assessment (AMDAL) Oil palm plantations and palm oil mills (for KSY Estate 1, 2 and 3 and KSY2 POM), has been approved by BAPEDALDA (Region Environmental Agency) District Kotawaringin Timur (No. 70/Komisi-AMDAL Kotawaringin Timur/VI/2008) on June 28, 2008. Document based on the decision of the Minister of Agriculture as per letter no. 357/Kpts/HK.350/2002 approved for an area of **17.202,36 Ha** with mill capacity **45 Ton FFB/Hour expand to 90 Ton Ton FFB/Hour.**
- Environmental Management Effort and Environmental Monitoring Effort (UKL-UPL) Construction of Palm Oil Mills and Other Supporting Facilities for KSY1 POM, has been approved/endorsed by Environmental Agency (BLH) District. Seruyan (No 750/004/BLH /VII/2012) on July 11, 2012. The environment documents were cover capacity mill of **90 tonnes per hour** and located at **12 ha** of area. There is Environment permit/license No. 320 Tahun 2012, dated Juni 29, 2012 issued by Head of Seruyan District.
- Environment permit/license No.188.45/149/2015, dated April 8, 2015, issued by Head of Seruyan District for POM development and other supporting facilities **Methane Capture Plant** in KSY1 POM & KSY2 POM.

EIA document identify impact sources from all activities that could possible cause impact in construction phase, operational and pasca operasional phase. In the operational phase activities that possible cause impact are a). FFB transportation from field to mill frelated to job opportunities, revenue, and traffic accidents, b). CPO processing related to air quality, emission, noise, water quality, aquatic biota, job opportunity, public unrest, pravelence of desease, c). Ef-fluent management related to air quality, water quality, and aquatic biota, pravelence of desease, public unrest and d). The transport of

Compliance status: Yes No

CPO related to air quality, employment, income, potential accidents.

The scope of the document EIA include: location and land boundaries of the business plan and its relationship with various resources, plan production for mill and estate, mill construction, mobilization and use of equipment, recruitment, breeding, production road and drainage, fertilizer needs, care and crop protection, production and crop roads, transportation systems, management system of palm kernel oil and palm oil, mill waste management, utilization of waste water in the soil..

The scope of UKL-UPL: pre-construction, construction, operation, post-operation and early environmental baseline studies.

There is Implementation Report of Environmental Permit / Environmental Management and Monitoring Plan (RKL-RPL) and Realization CD-CSR PT Kerry Sawit Indonesia Period of 2nd Semester 2016, has been reported to Environmental Agency (BLH), Forestry and Plantation Agency of Seruyan District, to Environmental Agency and Plantation Agency Prov. Central Kalimantan, to the Ministry of Environment and Forestry. Implementation of environmental monitoring and management has met direction in the matrix of the EIA document (for KSI Estate 1, 2 and 3 and KSI POM 1).

There is Implementation Report of Environmental Permit UKL-UPL PT Kerry Sawit Indonesia (KSI POM 2) the period of the second half of 2016, has been reported to Environmental Agency of Seruyan District, to Environmental Agency Prov. Central Kalimantan, to the Ministry of Environment and Forestry. The implementation and monitoring o environmental management has met the direction of matrix document for Environmental Management and Monitoring Effort (UKL-UPL) (KSI POM 2)

The company also has an environmental management and monitoring plan ('Rencana Pengelolaan Lingkungan – RKL / 'Rencana Pemantauan Lingkungan' - RPL). The documents were prepared in accordance with EIA (AMDAL) document as required by Indonesian law. Development of the second plant has finished and has been operated. The documents has been included the following, identification of responsible persons, potential impacts, measures to mitigate negative impacts, frequency of monitoring, and etc.

Environmental Management and Monitoring Plan (RKL-RPL) contains recommendations of environmental management and environmental monitoring on various sources of activity. Some environmental impacts are managed at the stage of the operation are :

- Air quality: management by planting different types of trees in the open space, the chimney installation is equipped with a dust collector, waste management appropriate quality standard
- Noise: planting different types of trees in open places, the use earplug for mill workers, maintain the machine regularly
- Water quality: control of the POME ponds, collate and implement the SOP for equipment maintenance, recording material that potential as hazardous and toxic waste provide representative warehouse for material with hazardous risk and its circulation, collecting hazardous and toxic waste B3 and distribute to the licensed collector the pengmpul official.
- Plankton / Benthos / Necton: manage POME ponds carefully, control the quality of the waste that will be distributed to the Land Application, collect hazardous and toxic waste B3 on the special room and distribute officially the licensed collector

There is evidence that the environmental management and monitor-

ing plan has been implemented, as seen on report of implementation of the RKL and RPL for semester 2 (period July to December 2016). Environmental monitoring has been done by third party, environmental accredited laboratory. The results of environmental monitoring as follows:

- Ambient air under threshold values
- Emission from the boiler chimney #1. The results have shown still under threshold values as required.
- Emission from the boiler chimney #2. The results have shown still under threshold values as required.
- Noise at Kernel Station 92 dB, Engine Room 89 dB, Boiler 86 dB and POM-1's Office 54 dB

Evaluation of impact carried out by compare the previous impact magnitude and the present magnitude of impact. Air quality tends to stabil from time to time in not in critical level then current treatment still maintained appropriately.

Criterion 5.2: The status of rare, threatened or endangered species (ERTs) and high conservation value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and their conservation taken into account in management plans and operations.

Findings:

The company has conducted HCV assessment on February 2009. The HCV assessment includes information about the conservation status, HCV habitat identification and the protected area. This HCV study recommended 464.77 Ha of HCV area should be managed by PT KSY. Since this document was too rough and general, the company conducted re-identification and re-assessment of protected, rare and endangered species flora and fauna including their habitat and High Conservation Value (HCV) areas in PT Kerry Sawit Indonesia on May 4th, 2012.

Based on result of HCV re-identification and re-assessment, the HCV area are revised with total of HCV areal is 852.55 ha consist of riparian (253.25 ha), HCV area (202.44 ha), swamp (271.06 ha), water catch-ment (92.68 ha), water reservoir (23.62 ha) and HCV3 and HCV4 (9.5 ha). There is a letter from Environmental Agency in Seruyan District (No. 660/271/BLH/VI/2012 dated on June 05, 2012) about an area of 852.55 ha (HCV area) will be used as a conservation area where will managed by the company and will not be used for the benefit of others. KSY's areas has overlapping with other company areas and production forest (HP) so that the company has carried out the checking and assessment of the HCV areas where the result of checking and assessment is a reduction on the HCV areas amount of 40.77 Ha (KSY1 estate consist of block 001 : 16.09 Ha, riparian on block 003, 004, 006 to 012, 018 : 3.97 Ha, block 220 : 3.90 Ha; KSY2 estate consist of riparian on block 001, 005 to 013, 201, 210, 411 : 7.96 Ha and KSY3 estate consist of riparian on block 001 : 0.20 Ha and HCV areas on block 003 to 009, 014, 111 : 8.65 Ha). Finally, existing condition for total of HCV area is 788.99 Ha. Revision of HCV areas has stated in statement letter regarding revision of HCV areas on December 27, 2013. The HCV assessment conducts by competent HCV assessor. Based on the report, there is information about HCV assessment was con-

Compliance status: Yes No

NCR No: -

ducting through consultation with related parties such as community and local government. The HCV assessment include to monitoring about biological condition, planted area and landscape. Based on result of assessment, there is landscape range of Orang Utan.

The company has management and monitoring plan of HCV status and species. There are some records of implementation of the company's management and monitoring HCV program were sighted, such as installation and maintenance of signboard on river, installation and maintenance of signboard about prohibition of burn land, repair water level stick, maintain of boundary stone for water reservoir and location of water sample, rapid survey to monitoring HCV and wildlife, illegal logging and fishing patrol, routine patrols, to ensure that signboard is still in good condition, no spraying in near riparian, no illegal activities occur within the riparian belt area and the forest is not destroyed example in block 5B03/5B04, 3B07, 3B08. There is a personal which was appointed dedicated and trained to monitor any plans and activities. All status of flora and fauna has been well documented. The company has been reporting the monitoring result together with RKL-RPL report to government agency every 6 months. From the monitoring result, there is summary and recommendation that used as a guidance of management plan.

The company has provided evidence of Memorandum of Understanding (MoU) is valid between the company and Maman (2nd party) where an actual condition of 2nd party have died but whose sign is his son on 1 April 2016. The evidence are : the agreement between the company and the legal heirs on behalf of Hatria (Maman son) and Map of land, and also Evidence of memorandum understanding (MoU) changing history about land management and Family Card on behalf of Hatria.

The HCV assessment conducts by competent HCV assessor. Based on the report, there is information about HCV assessment was conducting through consultation with related parties such as community and local government. The HCV assessment include to monitoring about biological condition, planted area and landscape. Based on result of assessment, there is landscape range of Orang Utan. The report of HCV assessment includes location maps of identification HCV. PT KSY has program to educate and socialize the existence of HCV and protected species to staff and the surround community. Delivered education material include prohibition of capture, harm, collect or kill the species, HCV and conservation policy, prohibition of HCV area destruction. The company has been reporting the monitoring result together with RKL-RPL report to government agency every 6 months. There is a personal which was appointed dedicated and trained to monitor any plans and activities. All status of flora and fauna has been well documented.

PT KSY has a policy by SOP of Wildlife Protection No 18/HCV/(1)/0615 dated on June 1st, 2015 which contains list of IUCN, CITES and National protected flora fauna completed with the sanction details to anyone who kills, collects or captures the species. Based on result of assessment, there is landscape range of Orang Utan. The report of HCV assessment includes location maps of identification HCV. PT KSY has program to educate and socialize the existence of HCV and protected species to staff and the surround community. The company has management plan and control of HCV area. Management and monitoring plan aims to pro-

tect HCV area that it's set. All of management and monitoring plan of HCV area was according to operational procedure. The company has list of local people who set-aside with HCV area. The company and local community have an agreement to protect HCV area. The company that was set as HCV area which set-aside with local community has been include into management and monitoring plan. PT KSY shows the evidence of this activity by minutes of meeting on February 6th, 2016 at Sembuluh I Village, February 13th, 2016 at Sembuluh II Village, and on January 5th, 2016 at Tabiku village. Socialization also delivered to PT KSY staff and worker on February 7th, 2015, February 18th, 2015, February 20th, 2015, July 8th, 2015 with topic of HCV and Wildlife Protection. Last socialization conducted on July 9th, 2015. Wildlife monitoring is done regularly through rapid survey, the last survey conducted on August 2015. PT KSY has records of wildlife that exist in the concession and around since 2007. In the SOP of Wildlife Protection No 18/HCV/(1)/0615 dated on June 1st, 2015 which contains list of IUCN, CITES and National protected flora fauna completed with the sanction details to anyone who kills, collects or captures the species. Staff or workers will be punished with the warning letter even firing if they violate this procedure.

PT KSY shows the evidence of this activity by minutes of meeting on February 6th, 2016 at Sembuluh I Village, February 13th, 2016 at Sembuluh II Village, and on January 5th, 2016 at Tabiku village. Socialization also delivered to PT KSY staff and worker on February 7th, 2015, February 18th, 2015, February 20th, 2015, July 8th, 2015 with topic of HCV and Wildlife Protection. Last socialization conducted on July 9th, 2015. Wildlife monitoring is done regularly through rapid survey, the last survey conducted on August 2015. PT KSY has records of wildlife that exist in the concession and around since 2007. There are some local communities affected, e.g. on behalf on name Misran, Junaidi, Sariyana, and Mamam.

The company has HCV identification map. There are some HCV area set-asides with existing rights of local community. The company has agreement with local community set-aside with HCV area such as:

- Memorandum of Understanding (MoU) with number 005/MoU/KSI.I/BM-LAND/XI/2012 between Misran and the company with estate location 2T26 with coordinate X: 668839, Y: 9698897
- Memorandum of Understanding (MoU) with number 003/MoU/KSI.I/BM-LAND/III/2016 between Junaidi and the company with estate location 4B47-4B49 with coordinate X: 665741, Y: 9696220
- Memorandum of Understanding (MoU) with number 004/MoU/KSI.I/BM-LAND/III/2016 between Junaidi and the company with estate location 4B38-4B39 and 5B38-5B39 with coordinate X: 663563, Y: 9697425
- Memorandum of Understanding (MoU) with number 002/MoU/KSI.I/BM-LAND/2015 between Sariyana and the company with estate location 3B39 with coordinate X: 664788, Y: 9697272
- Memorandum of Understanding (MoU) with number 001/MoU/KSI.I/BM-LAND/III/2015 between Maman and the company with estate location 4B38-4B39 with coordinate X: 664788, Y: 9697272

Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner

Findings:

All waste and pollutions sources has identified and documented such as used oil, air emissions, decanter cake, empty shell, liquid waste, used chemical containers (for laboratory chemicals such as phenolphthalein indicator, oxalic acid, sodium hydroxide, hexane, isopropyl alcohol, ethanol, etc). Pollution sources was identified, e.g.: herbicide application, manuring , harvesting and manuring, EFB application, receiving and storing of Chemicals, Generator, Transportation of Chemicals, vehicle maintenance, collecting, transportation and storing of hazardous waste, and etc. Whereas, results of the identify of GHG (Greenhouse Gas) emissions has recorded in form no. 01/SOP72/EHS/(0)/0813.

The auditee has mitigation of GHG program such as reducing usage of fossil fuel, usage of biofuel, reducing chemical fertilizer, etc; wastes produced as part of the company's activities are identified as part of the company "Environmental Aspects and Impacts Identification" document (forn no.01/SOP72/EHS/(0)/0813). The company has waste management and disposal as determined on SOP waste management (SOP 22/EHS/(2)/0711 rev 02 July 2011), SOP regarding storage of pesticide and used packaging (SOP17/EHS/(2)/0711) and SOP regarding storage oil and used oil (SOP19/EHS/(0)/0409).

Inventory of chemical and their containers has been documented, i.e: Hazardous Waste Log Book. There is evidence that chemicals has been stored and handled appropriately. All chemical containers was kept on the appropriate store, ie. Temporary Hazardous Waste Storage. The storage has licensed according to a Decree of Seruyan District Regent, Kalimantan Tengah Province, No. 188.45/511/2015, dated December 16, 2015, regarding to Permit to Temporary Hazardous Waste Storage for PT Kerry Sawit Indonesia. This permit valid until 5 (five) year since issuance. There is evidence that chemical containers was kept for certain periods before taken by licensed third party. The organization has an agreement of Transportation of Hazardous Waste (Solid & Liquid) with PT Maju Asri Jaya Utama with no. C&A 116.17/2016/KSI-320, dated August 01, 2016. However the agreement was expired on August 01, 2017.

There is evidence that collections and disposal records of chemical and their containers available and maintained. For example document of hazardous waste logbook, for periods February 2017, data of chemical containers available at storage as follow: ex-glisat, ex-tiara, ex-spreader, and ex-starlone. The organization has documented waste management and disposal plan to avoid or reduce pollution as documented on SOP of Hazardous Materials and Hazardous Waste Management (SOP Pengelolaan B3 dan Limbah B3) document no SOP 22/EHS/(2)/0711, Rev. 2, July 2011. In the procedure was describes:

- Purpose of proedure: toprevent and control pollution and/or environment damage caused by hazardous waste and make environmental quality recovery.
- Scope: Management of hazardous materials and hazardous waste of Wilmar Central Kalimantan Project (CKP) and apply for all workers, contractors, and sub-contractors
- Responsible person: Group Manager, Estate Manager, and Central Workshop Manager

Compliance status: Yes No

NCR No: -

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The company has a management of domestic waste with providing waste garbage (organic and non-organic waste) and has a landfills and has been separate between organic and non-organic waste.

Criterion 5.4: Efficiency of energy use and use of renewable energy is maximized.

Findings:

The both mills (KSY -1 POM and KSY -2 POM) has increased the efficiency of fossil fuel use and optimize renewable energy. POM have made use of shell and fiber for renewable fuels and use pome to generate electricity utilizing (methane capture).

In 2016

| DETAIL | POM-1 | POM-2 |
|---------------------------|---------------|---------------|
| FFB (ton) | 183,167.250 | 201,344.760 |
| Shell (ton) | 7,120.410 | 14,248.697 |
| Fiber (ton) | 21,980.070 | 36,242.057 |
| (Shell+ Fiber)/FFB | 0.16 | 0.25 |
| Fuel (Liter) | 14,624 | 119,895 |
| Fuel/FFB | 0.0798 | 0.5955 |

The company (estate) has also been monitoring the use of diesel fuel for transportation to POM.

In 2016

| ESTATE | Fuel consumption (liter) | Crop (MT) | Liter/Ton FFB |
|--------|--------------------------|-----------|---------------|
| KSY-1 | 478.310 | 126.514 | 3,78 |
| KSY-2 | 330.513 | 109.721 | 3,01 |
| KSY-3 | 339.607 | 84.329 | 4,03 |

The company (POM-1) has a monitoring report Biogas Plant i.e.:

| 2016 | Gas Engine (Average) NM3 | Flare NM3 | Power Generation Kwh/day |
|-----------|--------------------------|-----------|--------------------------|
| January | 3029 | 433 | 4848 |
| February | 4132 | 0 | 5887 |
| March | 3727 | 0 | 5023 |
| April | 4087 | 0 | 5500 |
| May | 5278 | 0 | 5552 |
| June | 4884 | 0 | 5243 |
| July | 5027 | 0 | 5210 |
| August | 3498 | 0 | 2664 |
| September | 3958 | 0 | 4610 |
| October | 2395 | 0 | 5168 |
| November | 2039 | 0 | 4768 |
| December | 2895 | 0 | 5210 |

Compliance status: Yes No

NCR No: -

Criterion 5.5: Use of fire for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice.

Findings:

The company has a policy about environmental. In the policy include that the company conduct zero burning at all of estate establishment activity and waste disposal. The company has a land clearing and preparation procedures. The procedures regulated about land clearing with Green Stacking (Zero burning). The company carries out land clearing by using a mechanical device and not burning. It can be seen from the daily reports of excavator machine for the land stacking activities. The company does not undertake burning during land clearing.

Compliance status: Yes No

NCR No: -

Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.

Findings:

The company has identification of source emission and polluting from entire activity. The company has programme of green house gassess mitigation set on 2 January 2017 i.e monitoring of emission source, methane capture, boiler maintenance, generator maintenance. The programme of GHG mitigation has been covered item of activity, implementation and realization of activity. Some of activity that has been realize such as methane capture, calculating of renewable energy 2016, meintenance of genset and boiler. The company also has been conduct quality testing of palm oil mill effluent ecah month from January until December 2016. Based on testing result, the value of BOD still inside the threshold set in the regulations.

The company has a system to monitoring of emission of pollutants came from estate and mill activity. The company has been conduct reporting of GHG calculation to RSPO. The company has been conduct GHG calculation in accordance with Palm GHG version 3.0.1.

The result of GHG calculation describe in the table below:

POM-1

Summary of Net GHG Emissions

| Emissions per Product | tCO2e/t Product |
|-----------------------|-----------------|
| CPO | 0.28 |
| PK | 0.28 |

Compliance status: Yes No

NCR No: -

| Production | t/year |
|-------------------|---------------|
| FFB processed | 183,163.906 |
| CPO Produced | 39,340.461 |

| Extraction | % |
|-------------------|----------|
| OER | 21.48 |
| KER | 4.58 |

| Land use | Ha |
|-----------------------------|-----------|
| OP planted area | 28,425.80 |
| OP planted on peat | 447.8701 |
| Conservation (forested) | 0.00 |
| Conservation (non-forested) | 1,253.13 |

Summary of Field Emissions and Sinks

Land conversion:

- Own crop: 63,256.14 tCO₂e or 7.83 tCO₂e/ha
- Group: 132.86 tCO₂e or 6.34 tCO₂e/ha
- 3rd party: -

CO₂ Emissions from Fertilizer:

- Own crop: 6,607.25 tCO₂e or 0.77 tCO₂e/ha
- Group: 17.49 tCO₂e or 0.77 tCO₂e/ha
- 3rd party: -

N₂O Emissions

- Own crop: 9,591.04 tCO₂e or 1.02 tCO₂e/ha
- Group: 17.32 tCO₂e or 0.81 tCO₂e/ha
- 3rd party: -

Fuel Consumption:

- Own crop: 2,014.84 tCO₂e or 0.24 tCO₂e/ha
- Group: 5.74 tCO₂e or 0.26 tCO₂e/ha
- 3rd party: -

Peat Oxidation:

- Own crop: 12,284.15 tCO₂e or 1.25 tCO₂e/ha
- Group: 1.03 tCO₂e or 0.4 tCO₂e/ha
- 3rd party: -

Sinks:

- Own crop: -
- Group: -
- 3rd party: -

Crop Sequestration:

- Own crop: -83,002.93 tCO₂e or -9.36 tCO₂e/ha
- Group: -213.58 tCO₂e or -9.36 tCO₂e/ha
- 3rd party: -

Conservation Sequestration:

- Own crop: -
- Group: -
- 3rd party: -

Total:

- Own crop: 10,750.49 tCO₂e or 1.75 tCO₂e/ha
- Group: -39.14 tCO₂e or -0.78 tCO₂e/ha
- 3rd party: 37.91 tCO₂e or 0.00 tCO₂e/ha

Summary of Mill Emissions and Credits

| | tCO ₂ | tCo ₂ e/t FFB |
|------------------------------|------------------|--------------------------|
| Emissions | | |
| POME | 7,145.91 | 0.04 |
| Fuel Consumption | 180.26 | 0 |
| Grid Electricity Utilization | 0 | 0 |
| Credits | | |
| Export of Grid Electricity | -1,394.23 | -0.01 |
| Sales of PKS | -3,536.59 | -0.02 |
| Sales of EFB | 0 | 0 |
| Total | 2,395.35 | 0.01 |

Palm Oil Mill Effluent (POME) Treatment

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

POME Diverted to Anaerobic Digestion

| | |
|--|------|
| Divert to anaerobic pond | 37 % |
| Divert to methane capture (flaring) | 0 % |
| Divert to methane capture (electricity generation) | 63 % |

POM-2

Summary of Net GHG Emissions

| Emissions per Product | tCO ₂ e/t Product |
|-----------------------|------------------------------|
| CPO | 3.36 |
| PK | 3.36 |

| Production | t/year |
|-------------------|---------------|
| FFB processed | 210,344.859 |
| CPO Produced | 43,928.482 |

| Extraction | % |
|-------------------|----------|
| OER | 21.82 |
| KER | 5.03 |

| Land use | Ha |
|-----------------------------|------------|
| OP planted area | 45,645.38 |
| OP planted on peat | 1,178.1676 |
| Conservation (forested) | 0.00 |
| Conservation (non-forested) | 1,578.49 |

Summary of Field Emissions and Sinks

Land conversion:

- Own crop: 50,082.17 tCO₂e or 7.83 tCO₂e/ha
- Group: 31,057.88 tCO₂e or 6.98 tCO₂e/ha
- 3rd party: -

CO₂ Emissions from Fertilizer:

- Own crop: 4,461.10 tCO₂e or 0.77 tCO₂e/ha
- Group: 3,112.37 tCO₂e or 0.79 tCO₂e/ha
- 3rd party: -

N₂O Emissions

- Own crop: 11,058.31 tCO₂e or 1.32 tCO₂e/ha
- Group: 4,401.38 tCO₂e or 1.00 tCO₂e/ha
- 3rd party: -

Fuel Consumption:

- Own crop: 1,398.98 tCO₂e or 0.24 tCO₂e/ha
- Group: 963.28 tCO₂e or 0.26 tCO₂e/ha
- 3rd party: -

Peat Oxidation:

- Own crop: 5,833.66 tCO₂e or 1.25 tCO₂e/ha
- Group: 8,525.04 tCO₂e or 1.49 tCO₂e/ha
- 3rd party: -

Sinks:

- Own crop: -
- Group: -
- 3rd party: -

Crop Sequestration:

- Own crop: -52,165.29 tCO₂e or -9.36 tCO₂e/ha
- Group: -35,213.56 tCO₂e or -9.36 tCO₂e/ha
- 3rd party: -

Conservation Sequestration:

- Own crop: -
- Group: -
- 3rd party: -

Total:

- Own crop: 20,668.93 tCO₂e or 2.04 tCO₂e/ha
- Group: 12,846.39 tCO₂e or 1.15 tCO₂e/ha
- 3rd party: 4.95 tCO₂e or 0.00 tCO₂e/ha

Summary of Mill Emissions and Credits

| | tCO ₂ | tCo ₂ e/t FFB |
|------------------------------|-------------------|--------------------------|
| Emissions | | |
| POME | 147,460.87 | 0.73 |
| Fuel Consumption | 638.72 | 0 |
| Grid Electricity Utilization | 0 | 0 |
| Credits | | |
| Export of Grid Electricity | 0 | 0 |
| Sales of PKS | 0 | 0 |
| Sales of EFB | 0 | 0 |
| Total | 148,099.59 | 0.74 |

Palm Oil Mill Effluent (POME) Treatment

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

POME Diverted to Anaerobic Digestion

| | |
|--|------|
| Divert to anaerobic pond | 42 % |
| Divert to methane capture (flaring) | 58 % |
| Divert to methane capture (electricity generation) | 0 % |

Criterion 6.1: Aspects of plantation and mill management including replanting that have social impacts are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement.

Findings:

The Company has revised Reports of Social Impact Assessment (SIA) year 2015 that was conducted by the internal of the Company. The study scope of the SIA revised has included Social Impact As-

Compliance status: Yes No

NCR RSPO 01010

The company does not have a social management plan, related to the impact

assessment Plan Against smallholdings in the Tebiku village, Seruyan Raya sub district. Sembuluh 1 village and Sembuluh 2, sub district, Sembuluh Lake, Seruyan District. The scope of the parameters of the SIA impact include: employment opportunities, health and safety, facilities and benefits to workers, mechanisms for consultation and communication, stability of employment, business opportunities, district revenues, household income , institutional, public perception, social and cultural change, public health and employees, tenure issues.

To increase the positive impact and reduce the negative impact of the company, it was needed to carry out monitoring and evaluation of the implementation of SIA coverage more than once a year.

The company does not have a social management plan, related to the impact on plasma for 2017. It raised non conformity for this condition. **This condition raised as non-conformity (NCR RSPO 01010).**

Preparation of SIA documents were conducted in participatory through FGD method, consultation and communication with community leaders and village officials in the 3 (three) the village, those are Tabiku, Sembuluh I and II. This is an example of consultation and communication in the Tabiku village on January 12, 2015. Methods of SIA preparation was also through in-depth interviews, field observation and questionnaires

Company built a partnership with four (4) Village Cooperative Unit namely: KSU Danau Sejahtera in Sembuluh I village, Village Cooperative unit of Sejahtera Bersama in the Sembuluh II village, Village Cooperative Unit of Tabiku Makmur , in Tabiku village, Village Cooperative Unit of Karya Bersama in Tanjung Rangas village.

In SIA document there is no explanation regarding the impact of the company's activities on the smallholder scheme. **This condition raised as non-conformity (NCR RSPO 01011).**

on plasma for 2017. It raised non conformity for this condition

NCR RSPO 01011

In SIA document there is no explanation regarding the impact of the company's activities on the smallholder scheme.

Criterion 6.2: There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.

Findings:

The company has the SOP of Implementation of Communication and Community Consultations (No. Document: SOP 35 / PR / (1) / 0614), Revision 1 was effective on June 12, 2014. In general, the procedure is: Perform an analysis of the proposal, comments, complaints or community demands who need to be discussed and immediate response, set a company policy to be taken in addressing the things mentioned above, coordinated with the community to make a schedule of meetings in order to open lines of communication and consultation as soon as possible, convey the company to the public and conduct discussions in order to keep the interest of both parties, socializing and certain steps to follow up the discussion with the community.

The person in charge who is responsible for execution of the procedure is Admin and PR Department. PR Department coordinate with the operating units or estate related to issues which require han-

Compliance status: Yes No

NCR No: -

ding and consultation, communication with the community.

This procedure has been communicated and consulted with the community around the estate on April 20, 2016 with the aim that the procedures are understood by the community.

These procedures have been communicated and consulted to the community around the estate in order to make the community understand the procedures. The interview with the head Tabiku village, it was known that the company had conducted RSPO socialization which included socialization of communications procedures, consultation with stakeholders. The village head understands the procedures of communication with the company. The Company has one (1) personnel of public speakers: On behalf of Ahmad Fauzi, as Sr. Conductor (SK No. 260/BM.PR/VI/2014). In general, the main task is to carry out communication and consultation with stakeholders and bridging interests between company and stakeholders, which is affected by the company's existence. The Company has compiled a list of stakeholders on January, 2017. Information of stakeholder contain name, institution, address and phone number. Person in Charge for drafting the list of stakeholders is a HRD and a list of stakeholders is updated. Every six (6) months. Records of all communications are run by Human Resources Department in the log book of incoming mail and outgoing mail.

Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.

Findings:

On August 5, 2015 Wilmar published a whistleblowing policy is to give assurance to the complainant who already have a good faith to report of alleged of abuse or irregularities practice, the complainant will be protected against retaliation or actions that could harm the complainant.

There are complaints Procedures for Employees (No. SOP 42 / HRD / (0) /06.09) effective on June 2009. The procedure of complaint delivery of employees can go through on time completion of two days, through the bureau consultation and complaints, suggestions and complaints are Human Resources Department; the officer in charge for suggestion box is field officer, PGA and RO. For public complaints and other stakeholders contained in SOP for Implementation of Communication and Community Consultations (No. Document: SOP 35 / PR / (1) / 0614) Revision 1 was effective on June 12, 2014. In general, the procedure is: Perform an analysis of the proposal, comments, complaints or even the community demands that require discussion and immediate response. Results of interviews with construction workers, it was known that they understand the procedures to submit a complaint to the company, the complaint settlement usually less than one week.

There is a complaint of harvest worker on behalf Ikhmayadi (KSI II) concerning damage of house roof where it has been occur 1 year and has been submitted to his supervisor 3 months ago (verbal), but he has not received a clear response from management . This is not accordance with Complaints procedure. **This condition**

Compliance status: Yes No

NCR RSPO 01012

There is a complaint of harvest worker on behalf Ikhmayadi (KSI II) concerning damage of house roof where it has been occur 1 year and has been submitted to his supervisor 3 months ago (verbal), but he has not received a clear response from management. This is not accordance with Complaints procedure.

raised as non-conformity (NCR RSPO 01012).

The Company has documented every worker's complaints and responses on the form of complaint receipt. The worker's complaints have to be resolved, maximum in one week. For example:

1. Pinuji dated 10/03/2017 about garbage in the employee housing that is not routinely picked up. Response has been done garbage transport by garden management.
2. Sahwani, 10/02 /2016 concerning the septic tank lid that was damaged, management's response immediately made an inventory for material submission.

Criterion 6.4: Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.

Findings:

It was available Land Acquisition Procedures (No. Dokumen: SOP 29/BM/(0)0409) April 13, 2014. This SOP was drafted as a basic standard and it was used to ensure that the decision, step or action in the process of land acquisition for palm oil estate industry is done properly and correctly in accordance with the applicable rules and regulations, and to meet the principles and criteria of the RSPO, HCVF and FPIC particularly for land-related to the interests of the public and communal land / customs. This procedure has been disseminated to the community around the estate.

Based on the results of interviews with community leaders and village officials of Sembuluh I and II Village, it was explained that there are no indigenous land or customary rights in the area of the company. Legality of land in the community is a SKT document, issued by the village and sub-district head, Ownership Certificate, inherited land and the deed of sale and purchase for land.

The company has the SOP for Technical Manual of Land Acquisition (No. Document: SOP 29 / BM / (0) 0409) dated 13 April 2009. The procedure is drafted and designated as a technical guide which is used to ensure that the decision, or action steps in the process of land acquisition for the benefit of the palm oil industry is done properly and correctly in accordance with the provisions and the applicable legislation, the principles and criteria of the RSPO, HCVF, and EFIC particularly for land which is related to communal/customary land. No Customary land in the company area.

Based on the information expressed by the company, it was explained that the price of land compensation depends on negotiations with land owner. Land acquisition was witnessed by the village chief and head of sub district. There is no customary land or customary rights in the area of the company.

There was recapitulation of community land purchase by PT KSI, the information consist of Number, Persil, name, area (ha), price (IDR), the name of the village, the payment date. Documents of land acquisition consist of payment receipt, waiver letter, statement of land ownership, land titles, payment documentation of the land purchase. The document of waiver was signed by the head of the local village and sub-district heads as a witness. The complete document

Compliance status: Yes No

NCR No: -

of land acquisition was stored in RO Office at RO CKP.

Criterion 6.5: Pay and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.

Findings:

Company has Intern Memo from GM. 005 / GM / IOM-SEC / XII-2016 dated 10 Dec 2016 concerning the determination of the minimum wage of Central Kalimantan province for 2017.

| No | District | UMK (District Minimum Wages) Per Month | Daily Wages |
|----|--------------------|--|-------------|
| 1 | Kotawaringin Timur | Rp. 2,368.750 | Rp. 94.750 |
| 2 | Seruyan | Rp. 2,478.000 | Rp. 99.120 |

Example of payslip February 2017 :

1. Ariady , boiler operator, wage IDR 2,391,760 (24 days) POM 1
2. Hasim , operator, wage IDR 2,230,200 (21 days) POM 2
3. Abidinur, harvester, wage IDR 1,853,382 (16 days) KSI I
4. Saladin, Harvester, wage IDR 2,891,561 (18 Days) KSI II

PT. KSY has a Company Regulation period 2015-2017 that have been registered in the Labor and Transmigration Agency, Seruyan District. No. 560/350/DISNAKERTRANSPAR/III/ 2015 on March 20, 2015.

Company Regulation period 2015-2017 include: an overview, company policies, labor relations, leave and permission to miss work, wages, employee benefits and social security, business travel, discipline and disciplinary sanctions, transfers of employees, termination of employment, and complaints of employees.

There are estate employees who have exceeded the probation period (3 months) but have not been promoted to permanent worker (KHT) in accordance with company regulations period 2015-2017.

This condition raised as non-conformity (NCR RSPO 01013).

The socialization of company regulation period 2015-2017 to workers of POM 1 dated 05 January 2016 was attended by workers representatives in Bipartit forum.

Company has already provide adequate infrastructure for employees and more information as follows: Housing G1 32 unit, G2 66 unit, G6 96 unit, G10 120 unit, Semi Permanent housing 28 unit, lighting 20 units, canteens 6 unit, clean water source 10 units, Clinic 3 units, daycare 7 unit, a football field 5 units, 5 units badminton field, table tennis 1 unit, 10 units mosque, church 1 unit, cooperative 3 unit, ECD 1 unit, 3 unit Kindergarten, Elementary School 1

Compliance status: Yes No

NCR RSPO 01013

There are estate employees who have exceeded the probation period (3 months) but have not been promoted to permanent worker (KHT) in accordance with company regulations period 2015-2017.

unit, School Bus 10 units.

Based on a visit to employee housing in KSI II Estate and housing Pom 2, it was known that housing facilities were in good condition, the availability of adequate water and clean residential neighborhood.

There was Mandiri Cooperative, Number of Deed. 6, established in 2013, this type of saving and loan business, retail trade, particularly for food and groceries, staff members are all employees of PT KSI, mill and estate. Work program of Mandiri Cooperative as result of RAT: Saving and Loan, providing secondary and primary needs, plantation fields, agriculture and fisheries, public transport, public trades, and services filed. There is a market in the Sembuluh I Village, it was about 4 km from the housing of employees, the company provides transportation for employees to do shopping, every pay day that is on date of 7th in each month traders come into the estate.

Criterion 6.6: The employer respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.

Findings:

The statement of recognition of freedom of association contained in the policy on respect for human rights stated that the right to freedom of association of workers, no forced labor, no child labor and decent working conditions.

There is Bipartit Cooperation Institution. Regular meetings are underway between representatives of the employees with the company, for example : On 17th January 2017 the meeting with the Women's Committee discussed the preparation of the 4th factory anniversary and disciplinary evaluation for all staff and employees who will be attending each morning briefing, attended 14 participants

On 01 Feb 2017 discusses about JHT (pension) balance account, socialization of code of ethics and Company Regulation 2015-2017, and evaluation of employee discipline

According to the statement that was expressed by workers, explained that the company provides for freedom of association, no pressure and no discrimination.

Compliance status: Yes No

NCR No: -

Criterion 6.7: Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision, and when not interfering with education programmes. Children are not exposed to hazardous working conditions.

Findings:

Company has a policy on child labor that was made in September 2010, which is the company does not tolerate the exploit of child labor throughout the operation and facilities. Based on observations of employee data in February 2017, there were no employees under the age of 18 years. The policy had been disseminated to employees, contractors and the local community leaders surrounding vil-

Compliance status: Yes No

NCR No: -

lages dated January 1, 2016.

Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.

Findings:

The Company has a policy of equal opportunities to obtain employment, created on September 2010, signed by the Head of Plantation Group and Head of CSR Group. The policy explains that Wilmar supports the principles of justice and aims to treat everyone with respect, free from unlawful discrimination and ethics. In particular, this policy aims not to discriminate against gender, race or ethnicity, disability, sexual orientation, age or belief; but to develop a global workforce that has the ability based on objective assessment.

The policy had been disseminated to employees, contractors and the local community and leaders throughout the village, on January 1, 2016 in Estate 1 and February 2, 2016 for the Estate 2.

Procedures on Assessment and Recruitment are contained in the Company Regulation, PT Kerry Sawit Indonesia Period 2015-2017 CHAPTER III Employment, and Article 4 Appointment of Permanent Employees. Hiring terms: Signing a letter of agreement or employment agreement. Assessment criteria: knowledge of the work, quality of work, work performance, attendance and timeliness of work, responsibility, teamwork, personality and character, discipline, communication, creativity and innovation, ability to work under pressure, the attitude to learn and improve themselves, initiative and meet the administrative requirements.

Example of promotion :
 Decree No KSY-HRD/SK/III/2016 a.n Farlan Raditya operator boiler from grade 2 A become 2B at mill 2 dated March 18, 2016.

Table of PT KSY workers, show the equal opportunities

| Units | Village | | | | | | Central Borneo | Other Province |
|----------------|---------|----|-------------|----|--------------|---|----------------|----------------|
| | Tabiku | | Sem-buluh I | | Sem-buluh II | | | |
| | M | F | M | F | M | F | | |
| KSI I | 48 | 34 | 17 | 11 | 0 | 1 | 259 | 639 |
| KSI II | 7 | 6 | 29 | 11 | 23 | 9 | 64 | 630 |
| KSI III | 0 | 0 | 9 | 2 | 0 | 0 | 186 | 436 |
| Mill I | 0 | 0 | 7 | 0 | 8 | 1 | 38 | 67 |
| Mill II | 19 | 1 | 23 | 1 | 5 | 0 | 17 | 47 |

M : male
 F : Female

Compliance status: Yes No

NCR No: -

Criterion 6.9: A policy to prevent sexual harassment and all other forms of violence against women and to protect their reproductive rights is developed and applied.

Findings:

The Company has a policy on sexual harassment, which is published on September 2010, ie Wilmar strive to create a conducive working environment, characterized by equality and mutual respect. The policy encourages the reporting of all incidents of sexual harassment experienced by each individual, no exception in gender or age-as a result of working relation with the company. Wilmar will take measures to prevent such incidents and act fairly quickly to any reports of sexual harassment with a discreet and confidential manner.

The policy has been introduced to employees on January 1, 2015. Results of interviews with gender committee, Estate 1, it was noted that no cases of sexual harassment incident. Results of interviews with women who is spraying personnel stated that the company gives leaving entitlement H-1 (menstruation) and H-2 (childbirth).

Policy on the protection of reproductive rights in the Company Regulation document, period 2015-2017, Article 4 about maternity leave for an employee who is pregnant, and will give birth are entitled to maternity leave for one a half months before giving birth and 1.5 months after giving birth, and Article 36 of Menstruation Leave, those are for employees or women workers in the menstrual period, feel pain and tell employers, not obliged to work on the first day and the second at the time of menstruation, by notifying the relevant supervisor and or paramedics. Policy reproductive rights have been disseminated to all levels of employees on 28 December 2015. In addition, the policy is also posted on the office announcement board, housing, clinics and Division Offices. Based on interviews with women workers in Estate 1, It was known that the workers understand the reproductive leave entitlements, ie 2 days menstrual leave and maternity leave is three months. At mills and estates there are gender committees established to provide institutional assistance for female workers.

Example of of Leaves: Maternity leave permit on behalf Fenny Febrianti Adm Maintenance start from December 02, 2016 until March 05, 2017 and birth permit from doctor dated Nov 30, 2016. (POM I)

There were Complaints Procedures. In general, the procedure is that employees submit grievances or complaints orally or in writing to the super visor and then forwarded to the PGA / Officer of Bipsartit forum by filling the form of complaint. Complaint report was then submitted to the unit leader / chairman of Bipartit. If it was requested, the company guarantees the confidentiality of the whistleblower identity by considering the level of issue' sensitivity, the scale of the impact if the issue is published or risk of retaliation. The procedure has been disseminated to all levels of employees.

Compliance status: Yes No

NCR No: -

Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.

Findings:

Compliance status: Yes No

The company has a pricing mechanism for FFB from smallholder adjusted to the FFB Price set by Plantation agency of Central Kalimantan Province on February 2017

| Year | January IDR/Kg | February IDR/Kg |
|-------|-------------------|--------------------|
| 3 | 1,350 | 1,422 |
| 4 | 1,470 | 1,556 |
| 5 | 1,812 | 1,598 |
| 6 | 1,840 | 1,726 |
| 7 | 1,892 | 1,780 |
| 8 | 1,764 | 1,855 |
| 9 | 1,802 | 1,895 |
| 10-20 | 1,877 | 1,977 |

There are 4 Village Cooperatives Unit as partner of PT Kerry Sawit Indonesia, those are: Kosudra Cooperative in Sembuluh I Village, Sejahtera Bersama Cooperative in Sembuluh II Village, Tabiku Makmur Cooperative in Tabiku Village, Karya Bersama in Tanjung Rengas Village.

The pattern of cooperative partnership with PT KSI is contained in the MoU agreement of partnership in the development and management of oil palm plantations, a period of 25 years of partnership, sharing 50% for cooperatives and 50% for installment loans and investment manager fees. The Company provides regular guidance to smallholders. For example, mentoring of legality formation of cooperatives, collecting of member's data and institutional strengthening.

As for transparency clause in FFB tonnage calculation and FFB payment. Agreement understood by both parties and signature on legal stamp

Several evidences have been found indicating that all parties understand contracts they have entered into and that the contracts are fair, legal and transparent.

Payment receipt are available on estates / Milla offices, and payment are timely manner

NCR No: -

Criterion 6.11: Growers and millers contribute to local sustainable development wherever appropriate.

Findings:

Results interview with the CDO explained that CSR program to be evaluated each year with the aim to see the level of success and benefits, usually held in December each year. CSR program for the next year is based on the evaluation of CSR and based on input from Musrembang activities at the district level, The company has participated in the development of community around the estate through education, health, infrastructure, productive business, sports, art, culture and religious activities. Examples of the implementation of CSR activities in 2016 Restoration of the road in the Sembuluh I. The company also has a CSR program in 2017 focused on education, health, social and religion, community things

Compliance status: Yes No

NCR No: -

and reforestation. The results of the field visit to the village Tabiku, it was known that the company has repaired village, provided infrastructure assistance for volleyball. The company has also prioritized local labor coming from the villages around the estate to work in the estate and palm oil mill.

There are 4 Village Cooperatives Unit as partner of PT Kerry Sawit Indonesia, those are: Kosudra Cooperative in Sembuluh I Village, Sejahtera Bersama Cooperative in Sembuluh II Village, Tabiku Makmur Cooperative in Tabiku Village, Karya Bersama in Tanjung Rengas Village.

The pattern of cooperative partnership with PT KSI is contained in the MoU agreement of partnership in the development and management of oil palm plantations, a period of 25 years of partnership, sharing 50% for cooperatives and 50% for installment loans and investment manager fees. The Company provides regular guidance to smallholders. For example, mentoring of legality formation of cooperatives, collecting of member's data and institutional strengthening.

Criterion 6.12: No forms of forced or trafficked labour are used.

Findings:

Auditor found there was no foreign workers in PT. KSI, however company using human resources from local resource. They bound in working agreement to become permanent workers through probation status. In agreement clause it stated that management could change they type of job according to the decision of the management and consent of the worker.

Compliance status: Yes No

NCR No: -

Criterion 6.13: Growers and millers respect human rights.

Findings:

Wilmar international limited "Wilmar" as Asia's leading agribusiness group, endeavor to conduct its in a responsible and ethical manner. The group recognizes that its business activities will have impact on society and environment. In its supply chain, Wilmar strives to respect and protect human rights to personal security that is free from harassment or abuse of any kind, safe, clean and healthy workplace and living environment. The Company has drafted "Human Rights policy" endorsed by the Group Plantation Head and Group CSR Head. Wilmar Group respects freedom of association. The Company does not use forced labor, no under-age workers. Rights of local communities are respected through the application of FPIC (Free Prior, Informed, Consent). The policy applies to the Wilmar Group, businesses, suppliers and contractors. The company is not discriminatory in treating workers since the acceptance till work in all types of jobs.

POM 1

Socialization of the company's human rights policy, Code of Ethics, and K3 dated July 30, 2016 15 contractor workers (SPIM), 09 Feb 2016 CPO to transporter-12 transporter representative, 05 April 2016, attended by 41 mill workers, March 15, 2016-33 workers,

Compliance status: Yes No

NCR No: -

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March 18, 2017, 45 workers March 10, 2017, attended by 43 workers, March 08, 2017 attended by 50 Employee, April 04, 2016 contractor 3 participants, 25 April 2016 CV Awa Raya, code of ethics dated January 27, 2017 attended by 40 workers, August 11, 2016 contractor Indo Palma 2 workers July 25, 2016 contractor SIMP 3 workers February 17, 2017 contractor Mc Kenzie 6 workers.

POM 2

Socialization of March 11, 2017 attended by 36 workers, March 13, 2017 38 workers, March 14, 2017 19 workers, March 15, 2017 attended by 16 workers. Contractor transporter CPO dated 09 Feb 2017 8 contractor representative, March 15, 2017 PT Indopalma, CV. KIS, CV. MSTP. 21 Sept 2016 12 workers PT. Indopalma Agro Perkasa.

KSI I

Socialization conducted to contractors on 14 March 2017 attended by CV AWA Raya, CV KIS, PT. SPIM, CV Randu Mas, PT. Mc Kenzie, CV Putro Ombo Sembuluh. To the workers: March 11, 2017 Div 3 was attended by 56 workers, March 14, 2017 March 14, 2017 Estate I Div 3 EF, March 14, 2017 attended by 123 workers, March 15, 2017 attended by 83 workers.

KSI II

March 11, 2017 40 workers, March 13, 2017, 26 workers, March 14, 2017 to 34 workers,

KSI III

March 14, 2017 in Div 1 CD attended by 68 workers, March 11, 2017 Div I E C attended by 33 workers, 13 march 2017 attended by 46 workers, Div II attended by 32 workers, March 15 attended by 35 workers.

Criterion 7.1: A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.

Findings:

Based on table 5 above and previous surveillance report that there are year of planting > 2010 but this is no new development areas because inside company areas.

The company has environmental impact assessment (EIA) and social impact assessment (SIA) and their management & monitoring plan. Whereas it has covered areas with year of planting > 2010.

Compliance status: Yes No

NCR No: -

Criterion 7.2: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.

Findings:

The company has conducted a survey of soil suitability by Soil Survey Param Agricultura (M) Sdn Bhd in 2007. This activity aims to determine the suitability of land both of the type of soil and nutrient content for planting palm oil. In the soil suitability report attached soil map which properly for development of palm oil plantations. All of areas that will be developing of palm oil plantation have been in-

Compliance status: Yes No

NCR No: -

cluding in the survey activity with area as 18,994 ha. In the soil suitability assessment stated information such as soil type, topography, hydrology, depth of soil, fertility of soil. In the suitability soil assessment report, there is management best practices recommendation that must conduct for each soil type. According to soil suitability assessment report, the soil type properly to develop palm oil plantation for a long time.

Based on field visit, the planted area equipped with drain. The company has topography map that use as guidance for control drain flow or irrigation and development of drain and irrigation drain. The data of topography also can use as a guidance to build road and other infrastructures.

Criterion 7.3: New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.

Findings:

Based on statement area, there is planting year 2014 and 2015 but it is a planting on ex emplacement and not clearing of primer forest or HCV area. The company has management plan and there is action will be conduct to monitoring and control HCV area that has been set. The company has HCV map that has been set by managements. Based on HCV document covered the whole concession and around with landscape analysis overview including orangutan distribution and the existence of Tanjung Puting National Park. This HCV study recommended 464.77 Ha of HCV area should be managed by PT KSY. Since this document was too rough and general, the company conducted re-identification and re-assessment of protected, rare and endangered species flora and fauna including their habitat and High Conservation Value (HCV) areas in PT Kerry Sawit Indonesia on May 4th, 2012. Based on result of HCV re-identification and re-assessment, the HCV area are revised with total of HCV areal is 852.55 ha consist of riparian (253.25 ha), HCV area (202.44 ha), swamp (271.06 ha), water cathment (92.68 ha), water reservoir (23.62 ha) and HCV3 and HCV4 (9.5 ha). There is a letter from Environmental Agency in Seruyan District (No. 660/271/BLH/VI/2012 dated on June 05, 2012) about an area of 852.55 ha (HCV area) will be used as a conservation area where will managed by the company and will not be used for the benefit of others. KSY's areas has overlapping with other company areas and production forest (HP) so that the company has carried out the checking and assessment of the HCV areas where the result of checking and assessment is a reduction on the HCV areas amount of 40.77 Ha (KSY1 estate consist of block 001 : 16.09 Ha, riparian on block 003, 004, 006 to 012, 018 : 3.97 Ha, block 220 : 3.90 Ha; KSY2 estate consist of riparian on block 001, 005 to 013, 201, 210, 411 : 7.96 Ha and KSY3 estate consist of riparian on block 001 : 0.20 Ha and HCV areas on block 003 to 009, 014, 111 : 8.65 Ha). Finally, existing condition for total of HCV area is 788.99 Ha. Revision of HCV areas has stated in statement letter regarding revision of HCV areas on December 27, 2013.

The company does not follow NPP mechanism because the company is RSPO certified management unit. The company has been conduct Land Use Change Analysis (LUCA) where the last process is the company discussing about review result from Aksenta as an institution who appointed by the RSPO to review LUCA.

The company has management plan and control of HCV area. Management and monitoring plan aims to protect HCV area that it's

Compliance status: Yes No

NCR No

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set. All of management and monitoring plan of HCV area was according to operational procedure.

The company has list of local people who set-aside with HCV area. The company and local community have an agreement to protect HCV area. The company that was set as HCV area which set-aside with local community has been include into management and monitoring plan.

Criterion 7.4: Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.

Findings:

The company has soil type maps include information such as soil type. Based on related soil type map, there is peat land on KSI-3 and sandy soil on KSI-2. In the map describe about the depth of peat. The company uses the map to identification the suitable land for planting palm oil. The map also includes social impact and environmental assessment (SEIA). Based on available of peat map, there is information that the peat is shallow peat.

The company has management plan for the peat and sandy land which planting palm oil. In the management plan there is any management activity such as conducting erosion monitoring, peat subsidence monitoring, water level monitoring and Watergate. The company conducts regularly management that it is show with records of monitoring report from each management activity.

Compliance status: Yes No

NCR No: -

Criterion 7.5: No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.

Findings:

The company have map of enclave which explain of some communities as enclave actor. Guidance of land compensation is procedure of technical guidance for land compensation/acquisition (no. SOP 29/BM/(0)0409 dated on 13 April 2009). The company has implemented procedure it as example compensation to one of communities from Sembuluh village dated on 20 February 2015 in block IT81.

Compliance status: Yes No

NCR No: -

Criterion 7.6: Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreement

Findings:

There was recapitulation of community land purchase by PT KSI, the information consist of Number, Persil, name, area (ha), price (IDR), the name of the village, the payment date. Documents of land acquisition consist of payment receipt, waiver letter, statement of land ownership, land titles, payment documentation of the land purchase. The document of waiver was signed by the head of the local village and sub-district heads as a witness. The complete document of land acquisition was stored in RO Office at RO CKP. During audit surveillance conducted , there was no new planting activities or extension of plantation area at PT. KSI

Compliance status: Yes No

NCR No: -

Criterion 7.7: Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.

Findings:

The company has a policy about environmental. In the policy include that the company conduct zero burning at all of estate establishment activity and waste disposal. The company has a land clearing and preparation procedures. The procedures regulated about land clearing with Green Stacking (Zero burning). The company carries out land clearing by using a mechanical device and not burning. It can be seen from the daily reports of excavator machine for the land stacking activities. The company does not undertake burning during land clearing.

Compliance status: Yes No

NCR No: -

Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.

Findings:

The company does not conduct new plantation development so this criteria does not applicable.

Compliance status: Yes No

NCR No: -

Criterion 8.1: Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.

Findings:

The company (estate and POM) has a continuous improvement action plan. The main components of the plan are reduction of herbicide, reduction of hazardous and toxic waste, reduction in fuel consumption, reforestation, and reduction in the use of fertilizers containing N, P₂O₅, K₂O, CaO, and MgO, Na and prevention and control of fires. The company reported RKL-RPL and UKL / UPL regularly every 6 months. RKL-RPL and UKL / UPL last reported of the year 2016 (January – June and July-December 2016). POM 1 and POM 2 have done the analysis and testing of environmental effects include ambient air testing, boiler emissions, emission generators, odor testing, testing of vehicle emissions, noise testing, illumination testing work environment, vibration testing, testing soil, surface water testing, testing waste water quality, water quality testing soil, erosion, fire potential, natural vegetation, wildlife reported in RKL-RPL.

The Company have the record of water management plan and improvement plan about clean water in-stallation for mill, estate including housing area, e.g:

- Pond cleaning on March, June and September
- Water pipes intslation maintenance on Fberuary, May, August and November
- Flow meter installation on April, May, August and November
- Water treatment plant installation monitoring every month.

Compliance status: Yes No

NCR No: -

| | |
|--|--|
| <ul style="list-style-type: none"> • Water quality monitoring every six months. • POM have a biogas plant for renewable electrical energy. | |
|--|--|

The following is a summary of findings made for the criteria listed in the RSPO Supply Chain Certification November 2014 with selected supply chain model Mass Balance (MB) for detail information about company's compliances to RSPO SCCS modul E.

E.1. Definition

| | |
|--|---|
| <p>Findings:</p> <p>The organization (PT Kerry Sawit Indonesia Palm Oil Mill) implemented the RSPO-SCCS Mass Balance (MB) model. This SCCS model allowed to mixing of certified and uncertified product but shall be control by the Mass Balance record to ensure the quantity of certified product, and only certified product could be claim by the organization as certified palm oil product. Organization has identified the volume of certified and uncertified FFB supplied to the mill.</p> <p>PT KSY palm oil mill has record of incoming FFB supplied to the mill. Based on record data year of 2016 and 2017 until January, FFB incoming into the mill is came from owned estate, smallholders and out growers/third party. During the surveillance assessment, for 2016 total incoming FFB under scope certification is 194,551.918 mt and uncertified FFB from out grower/third party is 174,401.64 mt.</p> | <p>Compliance status: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |
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E.2 Explanation

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| <p>Findings:</p> <p>Estimated of tonnage CPO and PK products has been recorded into the public summary of the P&C report.</p> <p>The actual of certified CPO and PK year 2016 are 43,027.72 MT (CPO) and 9,873.21 MT (PK) with FFB certified as much as 203,152.638 mt. Whereas, projection of certified product year 2017 are 78,192.00 MT (CPO) and 17,104.50 MT (PK) with projection of certified FFB process is 325,800 MT and extraction rate are 24.00% (OER) and 5.25% (KER). This information gets from budget of mill year 2017.</p> <p>Registration with IT trading platform PT Kerry Sawit Indonesia (POM-1) has register to RSPO IT system with license number RSPO_PO1000000146. PT Kerry Sawit Indonesia Palm Oil Mill has already selling CPO RSPO certified and PK RSPO certi-</p> | <p>Compliance status: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>NCR RSPO 01014</p> <p>The company has not been able to show shipping announcement as evidence that the sale of CPO and PK certified by RSPO has been inputted into the e-trace. For example:</p> <ul style="list-style-type: none"> • KSY 1 POM: CPO sales in March 2016 and PK in May-August 2016 • KSY 2 POM: March 2016 CPO sales and PK in May-August 2016 |
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fied.

The company has not been able to show shipping announcement as evidence that the sale of CPO and PK certified by RSPO has been inputted into the e-trace. For example:

- KSY 1 POM: CPO sales in March 2016 and PK in May-August 2016
- KSY 2 POM: March 2016 CPO sales and PK in May-August 2016

This condition raised as non-conformity (NCR RSPO 01014).

E.3 Documented procedures

Findings:

The company has procedure for implementation of supply chain certification both in KSY 1 mill and KSY2 mill.

The company (POM 1) has a procedure for implementation of SCCS requirements. There are a set of existing procedure consisting of :

1. Procedure to receive FFB (SOP/KSYPOM-LOG-002 Rev.02, issued on July 01, 2013), This is procedure include definition of certified and non-certified FFB and mechanism validity process of FFB certified supplier list in Kerry Sawit Indonesia mill too.
2. Procedure for receiving outside FFB (SOP/KSYPOM-LOG-003 Rev.00, issued on July 01, 2013),
3. Procedure for purchasing administration of FFB (SOP/KSYPOM-LOG-001 Rev.04, issued on July 01, 2012),
4. Procedure for supply chain mass balance model (SOP/KSYPOM-LOG-013 Rev.02, issued on July 01, 2013),
5. Procedure for the selling CPO (SOP/KSYPOM-LOG-004 Rev.01, issued on July 01, 2013),
6. Procedure for the selling PK (SOP/KSYPOM-LOG-005 Rev.01, issued on July 01, 2013),
7. Procedure for over production (SOP/KSYPOM-MR-003 Rev.01, issued on July 02, 2012),
8. Procedure for the selling administration (SOP/KSYPOM-LOG-006 Rev.01, issued on July 01, 2013),
9. Procedure for uploading with the selling of Loco and Franco (SOP/KSYPOM-LOG-011 & 012 Rev.00, issued on July 01, 2012),
10. Procedure for sounding and reporting 501 (SOP/KSYPOM-LOG-007 Rev.00, issued on July 01, 2013),
11. Procedure for storage tank operation (SOP/KSYPOM-LOG-008 Rev.01, issued on July 01, 2013),
12. Procedure for filling kernels into sacks

Compliance status: Yes No

NCR No: -

- (SOP/KSYPOM-LOG-009 Rev.01, issued on July 01, 2013),
13. Procedure for the washing of storage tank (SOP/KSYPOM-LOG-010 Rev.00, issued on July 01, 2013),
 14. Procedure for WB operation (SOP/KSYPOM-WB-001 Rev.01, issued on January 15, 2014),
 15. Procedure for control of documents (SOP/KSYPOM-MR-001 Rev.01, issued on July 02, 2012).

The company (POM 2) has a procedure for implementation of SCCS requirements. There are a set of existing procedure consisting of :

1. Procedure to receive FFB (SOP/KSY2POM-LOG-003 Rev.00, issued on January 14, 2013), This is procedure include definition of certified and non-certified FFB and mechanism validity process of FFB certified supplier list in Kerry Sawit Indonesia mill too.
2. Procedure for receiving outside FFB (SOP/KSY2POM-LOG-004 Rev.00, issued on January 14, 2013),
3. Procedure for purchasing administration of FFB (SOP/KSY2POM-LOG-002 Rev.01)
4. Procedure for supply chain mass balance model (SOP/KSY2POM-LOG-014 Rev.03, issued on March 19, 2016)
5. Procedure for the selling CPO (SOP/KSY2POM-LOG-015 Rev.01, issued on May 20, 2014)
6. Procedure for the selling PK (SOP/KSY2POM-LOG-006 Rev.01, issued on May 20, 2014)
7. Procedure for inform to CB if projected over production (SOP/KSY2POM-MR-003 Rev.00, issued on May 13, 2013)
8. Procedure for the selling administration (SOP/KSY2POM-LOG-007 Rev.01, issued on May 20, 2014)
9. Procedure for uploading with the selling of Loco and Franco (SOP/KSY2POM-LOG-012 & 013 Rev.00, issued on January 14, 2013)
10. Procedure for sounding and reporting 501 (SOP/KSY2POM-LOG-008 Rev.00, issued on January 14, 2013),
11. Procedure for storage tank operation (SOP/KSY2POM-LOG-009 Rev.00, issued on January 14, 2013),
12. Procedure for filling kernels into sacks (SOP/KSY2POM-LOG-010 Rev.00, issued on January 14, 2013),
13. Procedure for the washing of storage tank (SOP/KSY2POM-LOG-011 Rev.00, issued on January 14, 2013),
14. Procedure for WB operation (SOP/KSYPOM-LOG-001 Rev.00, issued on January 14, 2013),
15. Procedure for control of documents (SOP/KSYPOM-MR-001 Rev.01, issued on March 19, 2016).

The company has decree letter about assigning the management representative related program of ISCC, RSPO, SCCS and WSC which issued on 30 May 2015 with number of decree letter 03/KSI-POM1/MH/V/2015 on behalf Nor Ningsih.

The company has decree letter about assigning the management representative related program of ISCC, RSPO, SCCS and WSC which issued on 30 May 2015 with number of decree letter 01/PKS-KSY/X/2014 on behalf Sugeng Pratikno..

The mill has been assigning person, i.e. head of office administration (KTU) that having overall responsibility for and authority over the implementation of SCCS requirements and compliance with all applicable requirements. The head of office administration (KTU) is expected to be able to demonstrate awareness of the facilities procedures for the implementation of SCCS standard. Respective staff has good knowledgeable and competent in implementing the supply chain procedures in palm oil mill, as proved during interview with weight bridge staff, FFB ramp etc.

The mill has records balance for all receipts of RSPO certified FFB and delivery CPO & PK on daily basis. The material balance includes information about incoming FFB from company's estate and out grower, FFB process, CPO & PK production including OER & KER. Since year 2016 PT Kerry Sawit Indonesia palm oil mill has been selling certified CPO and PK to PT Wilmar Nabati Indonesia Sampit and PT Sinar Alam, all volumes of palm kernel that are delivered are deducted from the material accounting system according to actual daily conversion rate. The material balance can show deliver product sales from a positive stock.

The mill has procedure for product dispatch for CSPO/Non CSPO (SOP/KSY2POM-LOG-005 Rev.00, issued date May 13, 2013), the procedure state that all delivery product document for CSPO and CSPK must indicated information about selection supply chain model. The company has been indicated with RSPO MB stamp in accordance with the procedures for CPO and PK shipments.

There is training evidence for SCCS awareness for staff level and all relevant worker such as attendance. Training was conducted on January 25, 2017. Evidence of training Minutes meeting SCCS workshop for employees, material and photo documentation.

E.4 Purchasing and good in

Findings:

PT Kerry Sawit Indonesia palm oil mill has Incoming FFB procedure (SOP/KSYPOM-LOG-002 Rev.02, issued on July 01, 2013), description about definition for certified FFB (RSPO) and non-certified FFB (RSPO) because the company implement another sustainability standards such as RFS, ISCC, and RSPO.

According to FFB reception procedure (SOP/KSYPOM-LOG-002 Rev.02, issued on July 01, 2013) and procedure for reception of outside FFB (SOP/KSYPOM-LOG-003 Rev.00, issued on July 01, 2013) the mechanism of receive FFB in mill is :

- 1) Security guard will check the FFB delivery note or delivery note from the truck driver;
- 2) The truck driver shall doing weighing at weight-bridge. Once done, the gross weight of the truck is taken;
- 3) At the time of doing weighing at weightbridge, the truck driver shall submit the FFB delivery note or delivery note to weightbridge operator. The weightbridge operator shall check whether the name of estate origin is including in the list certified suppliers or not. If included in the list certified suppliers, and then is the status is FFB certified.
- 4) Upon completion of weighing of FFB load, the FFB shall be sent to loading ramp. The truck's driver will unload the FFB and will return to the weightbridge to be weighed again;
- 5) The weightbridge operator will then generate the Weightbridge Slip and this will be kept together with the FFB delivery note or delivery note;
- 6) A copy of the Weightbridge Slip will then be given to the driver and attached with the FFB delivery note or delivery note. Both documents need to be sent back to the estate office or seller office by the truck driver;
- 7) At the grading platform, the quality of FFB (e.g. fresh, unripe, under ripe, rotten bunch & etc) shall be graded & recorded on the FFB Grading report.

The company (POM 1 & 2) has recapitulation of production report for year 2016, including volumes of FFBs received which is separated into certified and non-certified FFB volumes. Since year 2016 all FFB recived come from certified area.

PT Kerry Sawit Indonesia palm oil mill has procedure and mechanism to inform the over production into the CB by document number SOP/KSYPOM-MR-003 Rev 01 date issue July 02, 2012 (POM-1) and SOP/KSY2POM-MR-003 Rev.00, issued on May 13, 2013 (POM-2), mentioned "if over production projected, the management representative will inform to the CB

Compliance status: Yes No

NCR No: -

related that over production”.

E.5 Record keeping

Findings:

The company (POM-1) has procedure for document control (SOP/KSYPOM-MR-001 Rev.01, issued on July 02, 2012) and POM-2 also has procedure for document control (SOP/KSYPOM-MR-001 Rev.01, issued on March 19, 2016). The procedure state that the company keep all of record related RSPO for 2 (two) years.

Implementation of control and maintenance of the data & document has consisted. All records (weighbridge slips, FFB delivery note and FFB grading report) collected or complied per month. Records on the quantity of FFB received and CPO/PK dispatched daily is maintained in the weighbridge software. The mechanism to update information about production (production CPO/PK, dispatch CPO/PK, stock CPO/PK, OER and KER) to related section is by email notification every morning by the logistic division. The mill maintains accurate, complete and updated records and reports.

The mill has records balance for all receipts of RSPO certified FFB and delivery CPO on daily basis. The material balance includes information about incoming FFB from company's estate and out grower, FFB produced, CPO result including OER, PK result including KER, product dispatch and balance product in the storage tank including the mass balance percentage, included information about PK production from certified FFB.

All volumes of palm oil that are delivered are deducted from the material accounting system according to actual daily conversion rate. The material balance can show deliver product sales from a positive stock.

There is no outsourced process in PT Kerry Sawit Indonesia palm oil. The mill's product CPO and palm kernel are internally processed in company's location.

Compliance status: Yes No

NCR No: -

3.2 Status of Previously Identified Non-conformities

A total of 12 nonconformances were identified during the re-certification assessment. These consisted of 10 (ten) major non-conformities and 2 (two) minor non-conformities. During this surveillance assessment, it was found that there was sufficient evidence for closure of all non-conformities.

The following is a description of the evidence of action taken to close the non-conformities raised during the previous assessment, as well as auditor's conclusions on the status of the non-conformities.

| NCR No. | Clause & status | Nonconformity | Auditee response | | Verification result during this audit | Conclusion (Open/Closed) |
|------------|-----------------|--|--|--|---|--------------------------|
| | | | Correction | Corrective Action | | |
| RSPO 00164 | 1.1.1 (Minor) | SOP No.SOP47 / PR / 5/1115 dated on November 1, 2015 have not yet set the dissemination of information or the dissemination of information to relevant stakeholders because it only regulates information requests | Revising the SOP 47 / PR / 5/1115 to incorporate the process of information dissemination to stakeholders | Provided revision of SOP 47 / PR / 5/1115 | The company has provide evidence for correction such as the latest procedure about providing information to eksternal stakeholders with document number: SOP47/PR/6/0516 revision 6 effective date 1 May 2016 | Closed |
| RSPO 00165 | 1.2.1 (Major) | <ol style="list-style-type: none"> The team Bina Mitra not yet have a summary of information on documents that can be accessed by the public as the material of dissemination implementation The procedure for provision of information to outside parties (transparency) (No.SOP47 / PR / 5/1115 dated ON 1 Nov 2015) does not include negotiation procedures and continuous improvement plan | <ul style="list-style-type: none"> Make a summary document that can be accessed by stakeholders. Revising the SOP 47 / PR / 5/1115 to incorporate the negotiation procedures and continuous improvement plan | <ul style="list-style-type: none"> Monitoring update of summary document Provided revision of SOP 47 / PR / 5/1115 | <p>The company provide evidence for correction such as Revised SOP47/PR/5/1115, the SOP has include information about list of information on documents that can be accessed by the public including mechanism to disemintae those information.</p> <p>Summary company's information document, the summary consist of company information about HGU certificate; occupational and Safety planning; social impact management and monitoring plan; HCV management and monitoring plan; Company's negotiation process procedure; Continual improvement plan; general summary regarding company's certification process and performance, human right poli-cy,complaint and claim</p> | Closed |

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| | | | | | handling. | |
| RSPO 00166 | 1.3.1 (escalation to Major) | The mill (KSY 1 & KSY 2 POM) not socialize the policy code of conduct (code of ethical) to contractors which working in the mill and the remaining employees who have not followed the socialization | <ul style="list-style-type: none"> • Conducting socialization about policy of code of conduct to all contractors, including top management of the contractor • Conducting socialization policy of code of conduct to all employees of the mill | Ensure all contractors and employees have been socialized code of conduct | <p>The company has evidence of improvement such as:</p> <ul style="list-style-type: none"> • Minutes communication about etical conduct to all workers in KSI mill, dated May 13, 2016. • Handover evidence Etical conduct policy to contractors/suppliers, PT Sabindo; CV Berakota Daya Sakti; CV Buana Sorusindo Makmur; CV Aulia Desi; CV Norhjahdun Saputra; CV Sinar Barokah and CV karunia Illahi dated August 05 & 06, 2016. • Revised new contract for contractor stated on clausul 1 article 1.3. Regarding commitment to implement etical conduct as stated on Wilmar policy. • Documents of Employees statement about Wilmar code of conduct for new employee ID. 070KKP09037103 dated August 11, 2016; employee number. 154BSK14077207 dated August 2016. • Documents of Employees statement about Wilmar code of conduct for management staff i.e. GEM PT KSY ID 383KSY14037002; Mill manager dated August 2016; all purchasind de- | Closed |

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| | | | | | partment staff and Legal department staff. | |
| RSPO 00167 | 2.1.1 (Major) | <p>1. Based on the observations to POM - 1, dated March 31, 2016, location of Waste Disposal Hazardous and Toxic Materials, Workshop, Warehouse Chemical, Station WTP, and the process is found to things that is not in accordance :</p> <ul style="list-style-type: none"> • Chemical warehouse and workshop is not equipped with Signs and Hazard type of PPE required to be worn • A welder (on behalf of Yanto) of maintenance employee claims to have no SIO as Welder and there is no evidence that the person concerned has SIO. • JCB Loader known breaks does not function, the alarm goes off, the rear-view does not exist and M. Syahroni, loader operator has expired SIO <p>2. Based on observations</p> | <ul style="list-style-type: none"> • Installing sign board that contains the types of hazards and PPE required in chemical warehouse and workshop • Temporarily Yanto did not do welding work until get a certificate of welder • Make a proposal of welder SIO on behalf of Yatno | <ul style="list-style-type: none"> • EHS conduct regular monitoring of the signboard danger signs and the use of PPE in the warehouse and workshop • Conducting periodic monitoring to ensure that the welder who actively work already have a certificate. | <p>The company provide evidence such as:</p> <ul style="list-style-type: none"> • Photograph informs about installment of sign board and warning to use PPE required to the area according to the existing hazard and identified risk. • Evidence that the respective maintenance worker and loader operator has been transfer to another job while waiting the SIO awarded. • Evidence of replacment of breaks and alarm. • PT KSY provide reviese SOP about mechaism for providing PPE including AP boot, the procedure explain that the PPE will be replaced freely if the PPE broken because relevant activities with the jobs. • Evidence of replacement and repair all temperature control in production porcess area such as In Digester, sludge tank, crude oil tank, nut silo etc. The make regular monitoring program for temperature control and other important equipment. | Closed |

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| | | <p>in PT KSI Estate II, dated March 29, 2016 – the harvesting found the following information:</p> <p>Interview with harvesters (Sulianto) in Block 090, APD (Shoe Boot) is given only once when signed and must provide their own later. Related to that is not in accordance with Permenakertrans No. 08 Year 2010 on protective equipment mentioned in Article 2, paragraph (3). Additionally, some operators KSY SIO-2 estate has expired (February 11, 2016), namely:</p> <ul style="list-style-type: none"> • Sukur, Operator of excavator • Kurdi, Truck driver • Rasno, School bus driver • Sunarto, Operator of Tractor • M. Saroni W, Operator of JCB | | | | |
| RSPO 00168 | 4.1.1 (Major) | <p>1. During visit to the mill, there are no available operational procedures for each type of work at each station in the mill</p> | <ul style="list-style-type: none"> • Put on procedure at each station in the mill • Maximizing | <ul style="list-style-type: none"> • Ensure that each procedure is always put on in each station at the mill • Conducting so- | <p>The Company has submitted evidence of improvement include:</p> <p>Mill-1</p> <ul style="list-style-type: none"> • Minutes of steam inject pipe repair at digester, | Closed |

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| | | <p>(Despatch CPO, Sterilizer, Digester, Clarification, Kernel Silo).</p> <p>2. During visit to mill (POM-2), there is found implementation that is not in accordance with the procedure included:</p> <ul style="list-style-type: none"> • In the digester operating procedures (SOP/KSY-2POM-PRS-004 rev 00 effective date January 14, 2013) described that the temperature of the digester is maintained 85°C-90°C, but the results temperature actual on digester No. 3 and No. 4 only reach temperatures 70°C and digester No. 1 and No. 2 are not installed a temperature gauge. • In the sludge tank operational procedures (SOP/KSY2POM-PRS-019 rev 00 effective date January 14, 2013) described that the sludge tank temperature maintained 90°C-95°C but the results temperature actual on sludge | <p>sterilizer steam at 2.9 bar and 2.6 bar at continuous sterilizer</p> | <p>cialization the procedure to the operator digesters, sludge tanks, crude oil tanks, nut silo, clarification, kernel silo</p> <ul style="list-style-type: none"> • Ensuring the mill capacity stable minimum 90% from mill capacity installed | <p>sludge tanks, crude oil tanks, nut silo, clarification and kernel silo that has been done on 2 April 2016</p> <ul style="list-style-type: none"> • Work Order Form with details of activities conducted at inject pipe repair on April 2, 2016 on digester 1 conducted by the internal • Photos of temperature gauges have been installed in each digester • The results of the temperature monitoring at each station i.e digester, sludge tanks, crude oil tanks and silos nut • Photo documentation of the installation procedure at each station <p>Mill-2</p> <ul style="list-style-type: none"> • Minutes of socialization procedure in each station i.e digester, kernel silo, nut silo, clarification, sludge tank and crude oil tank • Photos of the procedure already installed at each station • Minutes of the digester temperature measuring tool repairs that has been done on Monday, April 11, 2016 at digester 1 and 2 | |
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| | | <p>tank only reach temperature 75°C</p> <ul style="list-style-type: none"> In the crude oil tank operational procedures (SOP/KSY2POM-PRS-018 rev 00 effective date January 14, 2013) described that the crude oil tank temperature maintained 90°C-95°C but the results temperature actual on crude oil tank only reach temperature 35°C (crude oli tank No.1) In the nut silo operational procedures (SOP/KSY2POM-PRS-009 rev 00 effective date January 14, 2013) described that the nut silo temperature maintained 70°C-80°C but the results temperature actual on nut silo only reach temperature 40°C <p>3. During visit to mill (POM-1), there is found implementation that is not in accordance with the procedure included:</p> <ul style="list-style-type: none"> In the digester operating procedures (SOP/KSY-2POM- | | | <ul style="list-style-type: none"> Photos of the temperature measuring tool have been installed on the digester 1 and 2 The results of the temperature monitoring at each station i.e digester, sludge tanks, crude oil tanks and silos nut | |
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| | | <p>PRS-004 rev 01 effective date January 15, 2014) described that the temperature of the digester is maintained 90°C, but the results temperature actual on digester No.1 only reach temperatures 80°C and 60°C on digester No. 2</p> <ul style="list-style-type: none"> • In the clarification operating procedures (SOP/KSY-2POM-PRS-006 rev 01 effective date January 15, 2014) described that the temperature of the clarification is maintained 90°C-95°C, but the results temperature actual on clarification only reach temperatures 80°C • In the kernel silo operating procedures (SOP/KSY-2POM-PRS-013 rev 01 effective date January 15, 2014) described that the temperature of the digester is maintained 70°C-90°C, but the results temperature actual on kernel silo reach temperatures 100°C | | | | |
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| | | and 120°C | | | | |
| RSPO 00169 | 4.7.2 (Major) | <p>The Company does not conduct any review of the Risk Assessment after the occurrence of workplace accidents, for example: in POM - 1 have occurred two (2) times the occupational accidents in the same workplace and activities within short period, i.e. during FFB cleaning which clogging the Thresher, accidents occurs in:</p> <ul style="list-style-type: none"> October 28, 2015, on behalf Ahmad Poerwadarminta November 5, 2015, on behalf Novi Suparno | <p>To review the existing risk assessment according to the accident investigation that occurred on October 28, 2015 on behalf Ahmad Purwa Darminto and 5 November 2015 on behalf Novi Suparno</p> | <p>Periodic evaluation of risk assessment document if there are any significant incident during operational process.</p> | <p>The company provide evidence i.e:</p> <ul style="list-style-type: none"> Review result of risk assessment referring to incident on October 28, 2015. Record of re-investigaton the accident occurred on Ocotber 28 and November 05, 2015 as consideration for corctive action taken. PT KSY provide photograps about installment of sign board and warning during cleaning process in thresher area to prevent reoccurrence the accident. | Closed |
| RSPO 00170 | 4.7.3 (Major) | <p>Occupational safety and health awareness is still less and the use of PPE in the workplace has not been consistent, for example, at the time of observation in the field found, i.e.:</p> <ul style="list-style-type: none"> POM-1, still found employees who are conducting cleaning work of ripe fruit on sterilizer did not use PPE (Ear Plug) as required (included | <ul style="list-style-type: none"> Providing PPE (ear plugs) to employees which carry out the cleaning of ripe fruit on streilizer station and provide PPE (body harness) to employees which perform welding at heights regularly Providing | <ul style="list-style-type: none"> Conducted monitoring use of PPE employees Ensure every employee use PPE while doing work ensure the LOTO installation for each damaged panel Applying punishment for | <p>The company provide evidence such as:</p> <ul style="list-style-type: none"> Photograps about PPE distribution to sterilizer worker and body harness to the welder. Training evidence about LOTO such as list of training participant, photograph of training seasion. Monitoring program for PPE Photograp about LOTO installment for each broken panel. Company issuing warning | Closed |

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| | | <p>in the image of PPE in the workplace should be used)</p> <ul style="list-style-type: none"> • POM - 1, An employee (Hardi) the Maintenance section which are doing welding at heights not equipped with appropriate PPE namely Body Harness. • Based on visits to POM-2, found the employee smoking near the fuel tank • Based on visits to POM-1, found panel room that have been damaged but not attributed LOTO signs | <p>LOTO training to employees</p> <ul style="list-style-type: none"> • Socialization to employees about the smoking ban • Installing the sign board of the smoking ban | <p>employees who do not comply with the smoking ban in the area of the mill.</p> | <p>letter for all worker who has not consistent for using PPE.</p> | |
| RSPO 00171 | 5.2.5 (Escalation Major) | <p>The company has not provided evidence of Memorandum of Understanding (MoU) is valid between the company and Maman (2nd party) where an actual condition of 2nd party have died but whose sign is his son on 1 April 2016 and also a need to identify the current owner so clearly who is the owner the land.</p> | <ul style="list-style-type: none"> • Conduct re-identification of the currently enclave land owner on behalf Maman that have been die • Identify the heirs of the land on be- | <p>Conduct Memorandum of Understanding (MoU) between the company and the legitimate land owners</p> | <p>The Company has submitted evidence of improvement include:</p> <ul style="list-style-type: none"> • Evidence of the agreement between the company and the legal heirs on behalf of Hatria • Map of land • Evidence of memorandum understanding (MoU) changing history about land management • Family Card on behalf of | Closed |

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| | | | half of Maman | | Hatria | |
|------------|---------------|--|---|---|---|--------|
| RSPO 00172 | 4.4.3 (Minor) | Mill (KSY 1 POM and KSY 2 BPOM) has not been followed up last year non-conformities (NCR no.2015-07 of 23) | <ul style="list-style-type: none"> Applying of procedures used for effluent pond Conducted socialization procedure for effluent pond to PIC | Ensuring the implementation of SOP for effluent pond consistently during internal audit. | The Company has submitted evidence of improvement such as minutes of socialization and attendant list about procedure of IPAL and land application that has been conduct on 11 April 2016 | Closed |
| RSPO 00173 | 8.1.1 (Major) | Mill and estate has not made continuous corrective actions for the implementation of the water management plan | Identifying of feasibility for water management installation and availability of water resources in for mil and estates. | <ul style="list-style-type: none"> Conducting periodic monitoring of Water management implementation in mill and estate. EHS create an improvement plan for monitoring the implementation of the Water Management in the mill and estate. | <p>The company provide document of water management plan and improvement plan about clean water installation for mill, estate including housing area, e.g.</p> <ul style="list-style-type: none"> pond cleaning on March, June and September Water pipes intslation maintenance on Fberuary, May, August and November Flow meter installation on April, May, August and November Water treatment plant installation monitoring every month. Water quality monitoring every six months. | Closed |

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| | | | | | | |
|------------|------------------------------------|--|--|--|---|--------|
| RSPO 00174 | E.2. Explanation (Major) | <ul style="list-style-type: none"> Sales transactions of PK for the period June until December 2015 (KSY1 POM) and July until December 2015 (KSY2 POM) is not yet available in the e-Trace whereas on the mass balance reports conducted sales of certified category. Sales transactions from January to February 2016 KSY 1 POM still on announcement status whereas the products have been accepted by the buyer | <ul style="list-style-type: none"> Upload data of PK sales transaction on mass balance reports period from June to December 2015 There are evidence of confirmation from the buyer that the sales transaction has been accepted by the buyer | <ul style="list-style-type: none"> There are evidence PK sales transactions in the period of June until December 2015 Ensure to be always provided evidence of confirmation from the buyer every sales transaction | <p>The company has</p> <ul style="list-style-type: none"> Provide evidence of Etrace transaction for period July until December 2015, e.g. transaction no. TR TR-0aa5630f-58f7 dated April 04, 2016; Oct '15 Deliveries of KSY POM1; transaction No. TR-1acbdad4-de48 Des '15 Deliveries of KSY POM1 to PT. Wilmar Nabati Indonesia – Sampit Provide evidence of shipping announcement from the mill, receiving confirmation, and cancellation confirmation from buyer dated 29 february 2016; 31 January 2016; 29 February 2016 etc. | Closec |
| RSPO 00175 | E.3. Documented procedures (Major) | Document of certified product delivery period June 2015 until February 2016 at KSY2 mill not yet affixed RSPO MB stamp in accordance with the procedures for CPO shipments (2016) and PK (2015-2016) | Affixed a stamp RSPO MB on the product delivery documents (tickets WB) which are certified RSPO | <ul style="list-style-type: none"> Affixed stamp RSPO for each product delivery (white colour in the buyer and which in KSI POM 2 already affixed) Give examples of documents each one of delivery order (DO) per month (white color) began in | Company provides evidence of delivery not for period January to June has been included RSPO stamp for certified product delivery. Eg. DO No. KGDT006985A dated January 19, 2016; DO No. 4168325725 dated 01/12/2015, DO No. 4152125190. | Closed |

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| | | | | July 2015 until February 2016 (In June, there is no delivery) | | |
|--|--|--|--|--|--|--|

3.3 Identified Non-conformances, Corrective Actions Taken and Auditors Conclusions

During this surveillance assessment, a total of 9 nonconformances were identified. These consisted of 8 major non-conformities and 1 minor non-conformities. For the major non-conformances, the company has taken the necessary corrective action to close these non-conformances within 60 days of completion of the assessment, and this was verified by the audit team through an on-site verification audit conducted on 20-24 March 2017 as well as checks of documents submitted by the company. For the minor non-conformances, the company has taken corrective action against these as well, and for those which could not be verified as closed through document checks, the closure of these minor non-conformities will be assessed during the next surveillance audit. A summary of all identified non-conformances, corrective actions taken and auditor conclusions is as below:

3.3.1. Major non-conformities

It is recommended by the lead auditor to award the system of the company with a certificate pursuant to the above mentioned RSPO standards after eliminating the non-conformities rated as “major”.

| Indicator | NCR No. | Evidence Observed | Deadline for implementation (Date) | Correction/Corrective Action taken | Auditor Conclusion |
|-----------|------------|---|------------------------------------|--|--------------------|
| 2.1.1 | RSPO 01006 | The company has been sent evidence of improvement such as: <ul style="list-style-type: none"> Letter of submission for re-testing of generator with number 11/BM-KSI/IV/2017 dated 18 April 2017 to Labor agency of Central Kalimantan Province. The submission letter has been receipt by labor agency on 26 April 2017 Letter of submission for permit of water used with number 13/BM-KSI/IV/2017 dated 22 April 2017 to public work and spatial agency of Central Kalimantan Province. The submission letter has been receipt by labor agency on 5 May 2017 Report of result testing for | 23 May 2017 | Correction: <ul style="list-style-type: none"> Conduct identification and submission for testing (5 years) of generator Create submission for permit of water used (SIPA) Conduct quality testing of clean water every 6 month Revise the form of letter for overtime work to get approval sign from worker or create a format of employee approval to conduct overtime work Create a mutual agreement with employee which known by Labor agency of Seruyan District that the employee does not objection to overtime work exceeds the provisions at peak crop Create an evaluation and analyze related monitoring of overtime work | Closed |

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|-------|------------|--|-------------|---|--------|
| | | <p>sampel of clean water with number 56/AIR/IV/2017/KSIPOM2 dated 12 May 2017. Based on the report seen that the testing result still on the threshold in accordance with Permenkes No.416/1990</p> <ul style="list-style-type: none"> Report of result testing for sampel of clean water with number 57/AIR/IV/2017/KSIPOM2 dated 12 May 2017. Based on the report seen that the testing result still on the threshold in accordance with Permenkes No.416/1990 Mutual agreement between the company and employee about overtime work at peak crop i.e. POM-1 and POM-2. This mutual agreement has been approval by Labor and transmigration agency of Seruyan District Evaluation and analyze result related monitoring of overtime work at POM-1 and POM-2 | | <p>Corrective action:</p> <ul style="list-style-type: none"> EHS and manager conduct monitoring of testing and inspection for entire generator Conduct follow up for permit submission of water used (SIPA) EHS conduct monitoring for testing result of clean water Manager conduct monitoring for each activity which urgent and not urgent to do at overtime work | |
| 2.2.4 | RSPO 01007 | <p>The company has been sent evidence of improvement such as:</p> <ul style="list-style-type: none"> MoU between the company and local community of Tanjung Rangas village with number 008/MoU_Enclave/KSI.I/BM-Land/III/2017 dated 11 April 2017 on behalf Imam Wahyudi. The MoU has been | 23 May 2017 | <p>Correction:</p> <p>Revised the MoU between company and land owner in accordance with current situation</p> <p>Corrective action:</p> <p>Land staff conduct monitoring of MoU</p> | Closed |

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|-------|-------------------|---|--------------------|--|---------------|
| | | <p>equipped with enclave map and photo documentation. The MoU has been sign by company, claimer and head village</p> <ul style="list-style-type: none"> MoU between the company and local community of Sembuluh I village with number 004/MoU_Enclave/KSI.2/BM-Land/III/2017 dated 11 April 2017 on behalf Lubis. The MoU has been equipped with enclave map and photo documentation. The MoU has been sign by company, claimer and head village | | | |
| 2.3.1 | RSPO 01008 | The company has been sent evidence of improvement such as enclave map on behalf Imam Wahyudi and Lubis. An enclave map create and sign by both parties. An enclave map has been created with properly scale (1:10,000) | 23 May 2017 | <p>Correction:</p> <p>Create the participatory map (scale 1:10,000) for enclave land on behalf Lubis and Imam Wahyudi</p> <p>Corrective action:</p> <p>GIS Departement ensure the available of enclave map with properly scale</p> | Closed |
| 4.7.4 | RSPO 01009 | The company has been sent evidence of improvement such as Head Decree of Labor and Transmigration agency of Central Kalimantan Province with number: KEP.189/Disnakertrans/P2K3/2017 dated 5 April 2017 about approval of occupational and safety health committee PT Kerry Sawit Indonesia POM-2 | 23 May 2017 | <p>Correction:</p> <ul style="list-style-type: none"> Conduct meeting for establishment of occupational and safety health committee Conduct submission for approval of occupational and safety health committee <p>Corrective action:</p> <p>EHS conduct monitoring for occupational and</p> | Closed |

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|-------|------------|---|-------------|---|--------|
| | | | | safety health committee which approval by Labor agency | |
| 6.1.3 | RSPO 01010 | The company has been sent evidence of improvement such as social impact management and monitoring plan year 2016-2018. The social impact management and monitoring plan including plasma | 23 May 2017 | <p>Correction:</p> <p>Conduct review of social management plan related impact of plasma year 2017</p> <p>Corrective action:</p> <p>Community Development and Plasma Officer conduct review of management and monitoring plan for social impact every 2 years</p> | Closed |
| 6.3.1 | RSPO 01012 | <p>The company has been sent evidence of improvement such as:</p> <ul style="list-style-type: none"> Minutes of socialization related repairing of employee housing on behalf Ikmayadi with number: 0025/PGA/KSY-Est II/BA/IV/2017 dated 3 April 2017. Documentation of handover related repairing of housing employee on behalf Ikmayadi | 23 May 2017 | <p>Correction:</p> <p>Conduct re-socialization to employee related the mechanism of complaint and grievance</p> <p>Corrective action:</p> <p>Respond for each complaint and grievance of employee</p> | Closed |
| 6.5.2 | RSPO 01013 | <p>The company has been sent evidence of improvement i.e:</p> <ul style="list-style-type: none"> Master employee per 1 March 2017 equipped with remarks about upgrading the employee status to be permanent worker as much as 35 workers Sample of decree letter No.1315/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Nurinah about | 23 May 2017 | <p>Correction:</p> <ul style="list-style-type: none"> Set the join working date for new employee at 1st date of current month Request the employee to fulfill the requirement to be permanent worker i.e. electronic id card or reference of electronic id card recording from Dukcapil agency <p>Corrective action:</p> | Closed |

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|------------|-------------------|---|--------------------|---|---------------|
| | | <p>upgrading to be permanent worker</p> <ul style="list-style-type: none"> • Sample of decree letter No.1307/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Basri Husain about upgrading to be permanent worker • Sample of decree letter No.1314/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Amrillah about upgrading to be permanent worker • Sample of decree letter No.1313/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Jusri about upgrading to be permanent worker • Sample of decree letter No.1312/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Irfan about upgrading to be permanent worker • Sample of decree letter No.1311/KSY-Est1/SK/IV/2017 dated 1 April 2017 on behalf Syamsudin about upgrading to be permanent worker | | <p>PGA conduct monitoring of acceptance and appointment of new employee</p> | |
| E.2 | RSPO 01014 | <p>The company has been sent evidence of improvement i.e :</p> <ul style="list-style-type: none"> • Shipping announcement about transaction on May 2016 from KSY1 POM related CSPK product as much as | 23 May 2017 | <p>Correction:</p> <p>Create an announcement at Palm Trace for transaction of June until August 2016 and POM-1 and POM-2</p> | Closed |

| | | | | | |
|--|--|--|--|--|--|
| | | <p>707.14 mt.</p> <ul style="list-style-type: none"> • Shipping announcement about transaction on May 2016 from KSY2 POM related CSPK product as much as 724.16 mt. • Shipping announcement about transaction on June 2016 from KSY1 POM related CSPK product as much as 607.77 mt. • Shipping announcement about transaction on June 2016 from KSY2 POM related CSPK product as much as 784.74 mt. • Shipping announcement about transaction on July 2016 from KSY1 POM related CSPK product as much as 443.49 mt. • Shipping announcement about transaction on July 2016 from KSY2 POM related CSPK product as much as 640.50 mt. • Shipping announcement about transaction on August 2016 from KSY1 POM related CSPK product as much as 157.72 mt. • Shipping announcement about transaction on August 2016 from KSY2 POM related CSPK product as much as 613.42 mt. | | <p>Corrective action:</p> <ul style="list-style-type: none"> • Conduct an announcement periodically after the data is fix • Ensure the announcement does not past the validity period by system | |
|--|--|--|--|--|--|

3.3.2. Minor non-conformities

It is recommended by the lead auditor to award the system of the company a certificate pursuant to the above-mentioned RSPO standards. The non-conformities identified shall be audited again in line with the timeframe during the next surveillance audit

| Indicator | NCR No. | Evidence Observed | Deadline for implementation (Date) | Correction/Corrective Action taken | Auditor Conclusion |
|-----------|------------|---|------------------------------------|---|--------------------|
| 6.1.5 | RSPO 01011 | The company has been sent correction and corrective action request. The implementation of this CAR will be seen in the next surveillance. | 24 March 2018 | <p>Correction:</p> <p>Conduct a social impact assessment of plasma</p> <p>Corrective action:</p> <p>Community Development and Plasma Officer conduct review of management and monitoring plan for social impact every 2 years</p> | Closed |

3.4 Noteworthy Positive Components and Potential for Improvement

Positive Observation:

| No. | Indicator | Positive Components |
|-----|-----------|--|
| 1 | 4.4.1 | The company has water treatment plant for drinking water to employee |
| 2 | 5.4.1 | The company has methane capture to used POME as source of renewable energy |
| 3 | 5.6 | The company has methane capture as an effort to minimize GHG emissions |
| 4 | - | Auditee cooperative during audit process |
| 5 | - | Housekeeping of POM-2 very clean |

Potential for Improvement:

| No. | Indicator | Potential for improvement |
|-----|-----------|--|
| 1 | 2.2.2 | The company should installing pillar in accordance with procedure of Installing and monitoring of pillar (001/SOP/GIS/2014 revision 00 effective date 1 July 2014) related the size of pillar which set in the procedure |
| 2 | 4.1.1 | Documentation process related procedure used online database so the needed of document i.e. procedure by PIC can be realize with fastet without hardcopy |
| 3 | 4.3.2 | The company should has program to reduce of peat subsidence in accordance with revelant regulation |
| 4 | 4.4.1 | Mill has been overbudget related water used because methane capture activity. The company should review report of water management by adding evaluation and plan of corrective action and also adding efficiency calculation result of water used |
| 5 | 4.4.2 | The company has the opportunity to detail the riparian restoration planning activities by including the total area of restoration and the timeframe for its implementation. |
| 6 | 4.4.3 | POM-1 has the opportunity to provide alternative pumps to deliver liquid waste to Land Application |
| 7 | 5.1.2 | There is difference of hectare area in the Environmental Document (AMDAL) as large as 17,202.36 Ha with implementation of RKL-RPL report as large 17.656,45 Ha. Companies should consistently use the hectare area of environmental management and monitoring in according with environmental document (AMDAL) |
| 8 | 5.2.1 | Writing data sources on map legend is written in complete data source and year. |
| 9 | 5.5.3 | POM-1 has the opportunity to review the location of eye shower and body wash which the distance 25 meter from hazardous and toxic waste storage and hazardous and toxic chemical storage |
| 10 | 6.2.3 | List of stakeholders does not include cooperation and commite gender (women) |
| 11 | 6.5.1 | Companies need to make additional documentation adjustments on remuneration for workers in accordance with the relevant provisions. |

| | | |
|----|--------|---|
| 12 | 6.10.4 | Companies should conduct FFB payment yaer 2017 to cooperative of Mitra in accordance with MoU |
| 13 | - | Housekeeping POM-1 needs to be improved and visitor line needs to be updated |

3.5 Conclusion and Recommendation for RSPO P & C and Supply Chain Certification

The audit team has confirmed through the audit process that PT Kerry Sawit Indonesia has established and maintains an effective system to ensure compliance with the RSPO P & C (NI P&C RSPO 2013 for Indonesia year 2016) and Supply Chain Certification System requirements (dated November 2014). It is also confirmed that the company's annual volume of CPO and PK sold for the period of 2016 has not exceeded the certified annual tonnages as claimed in the organization's RSPO certificate no. 82450214013 until 1st surveillance audit.

TUV Rheinland recommends that PT Kerry Sawit Indonesia mill and estate be continuing approved for certification of compliance to the RSPO P & C and Supply Chain Certification System requirements.

3.6 Issues Raised by Stakeholders and Findings Pertaining to Issues

Below is a summary of issues raised by stakeholders interviewed on site

| No. | Issues Raised | Management Response | Audit Verification |
|-----|---------------|---------------------|--------------------|
| - | - | - | - |

4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

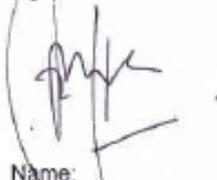
4.1 Date of Next Surveillance Visit

The next surveillance visit is planned for March 2018

4.2 Acknowledgements of Internal Responsibility and Formal Sign-Off by Client

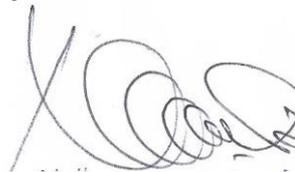
It is acknowledged that the assessment visit was carried out as described in this report and we accept the assessment findings and report content.

Signed on behalf of PT Kerry Sawit Indonesia



Name:
Job Title:
Date: June 02, 2017

Signed on behalf of TUV Rheinland Indonesia



Naik Monang Parlindungan Lingga
Lead Auditor
Date: June 02, 2017

Appendices

Appendix 1: Details of Revised Certificate (if applicable)

Certificate

Standard : **RSPO Principles & Criteria for Sustainable Palm Oil Production; Generic Standard year 2013 and RSPO Supply Chain Certification Systems: 2014**

Certificate Registr. No. : 824 502 14013

Certificate Holder : **PT TUV Rheinland Indonesia certifies :**
PT Kerry Sawit Indonesia Palm Oil Mill
Danau Sembuluh I and Tebiku Villages,
Danau Sembuluh Subdistrict,
Seruyan District, Central Kalimantan, Indonesia



and its company owned estates according to the annex
RSPO number : -
Scope : **Palm Oil Production and Plantation Management System**

An audit was performed, Report No. ASA1_82450214009. Proof has been furnished that the requirements according to RSPO Principles & Criteria for Sustainable Palm Oil Production Generic Standard year 2013 are fulfilled.

The due date for all future surveillance audits is 18.04 (dd.mm).

Validity: The certificate is valid from 18 June 2016 until 17 June 2021. The certificate shall remain valid in period stipulated above provided that the certificate holder mentioned here continues to comply with the RSPO P&C requirements. Status of compliance of the certificate holder shall be based on the annual inspections conducted by PT TUV Rheinland Indonesia.

RSPO registered parents company* : **Wilmar International Limited**
(RSPO Member No. : 2-0017-05-000-00)

* Name of the RSPO registered member company of which the certificate holder is a subsidiary (if applicable)

Date of first certificate : June 18, 2011

Indonesia, 19-06-2017


PT TUV Rheinland Indonesia
Director

The certificate remains property of PT TUV Rheinland Indonesia and can be withdrawn in case of terminations as mentioned in the contract or in case of changes or deviations of the above-mentioned data. The licensee is obliged to inform PT TUV Rheinland Indonesia immediately of any changes in the above-mentioned data. Only an original and signed certificate is valid.

Annex to certificate

Standard : RSPO Principles & Criteria for Sustainable Palm Oil Production; Generic Standard year 2013 and RSPO Supply Chain Certification Systems: 2014

Certificate Registr. No.: 824 502 14013

Location: PT Kerry Sawit Indonesia Palm Oil Mill
Address : Danau Sembuluh I and Tebiku Villages,
 Danau Sembuluh Subdistrict,
 Seruyan District, Central Kalimantan, Indonesia



The palm oil mill and supply base covered in certification scope are :

| Name of mill/ estate | Location | GPS locations | |
|----------------------|---|------------------|------------------|
| | | Latitude | Longitude |
| PT KSI Mill 1 | Danau Sembuluh I Village, Danau Sembuluh Subdistrict, Seruyan Sistrict, Central Kalimantan, Indonesia | 02° 47' 06.2" S | 112° 30' 32.2" E |
| PT KSI Mill 2 | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 47' 04.6" S | 112° 30' 34.4" E |
| KSI 1 Estate | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 43' 27.4" S | 112° 43' 27.4" E |
| KSI 2 Estate | Danau Sembuluh I Village, Danau Sembuluh Subdistrict, Seruyan Sistrict, Central Kalimantan, Indonesia | 02° 45' 35.7" S | 112° 29' 32.2" E |
| KSI 3 Estate | Tabiku Village, Seruyan Raya Subdistrict, Seruyan District, Central Kalimantan, Indonesia | 02° 48' 40.07" S | 112° 31' 0.29" E |

CPO Tonnage Total Production*: 94,704.00 tonnes
 PK Tonnage Total Production*: 20,716.50 tonnes
 Company Estates FFB Tonnages*: 325,800.00 tonnes
 FFB Tonnages from other sources*: 68,800.00 tonnes
 CPO Tonnage claimed for certification: 78,192.00 tonnes
 PK Tonnage claimed for certification: 17,104.50 tonnes

*Projection for Year 2017 with extraction rate (OER: 24% & KER: 5.25%)

Scope of SCCS & supply chain model assessed :
 FFB receipt, produce and delivery of CPO & PK with implementation of the following SCCS :
 Identity Preserved
 Mass Balance

Indonesia, 19-06-2017


 PT TÜV Rheinland Indonesia
 Director

Issued by PT TÜV Rheinland Indonesia

Appendix 2: List of Abbreviations

| | |
|--------------|--|
| AMDAL | Analisis Dampak Lingkungan & Sosial (Social & Environmental Impacts Assessment) |
| BHL | Buruh Harian Lepas (Temporary worker) |
| BKPM | Badan Koordinasi Penanaman Modal (Capital Investment Coordination Board) |
| BOD | Biological Oxygen Demand |
| BPN | Badan Pertanahan Nasional (National Land Agency) |
| CDM | Clean Development Mechanism |
| COD | Chemical Oxygen Demand |
| CPO | Crude Palm Oil |
| Disnaker | Dinas Tenaga Kerja (Labour Department) |
| EIA | Environmental Impact Assessment |
| EMP | Employee |
| ERTs | Endangered, Rare & Threatened species |
| ESH | Environmental Safety & Health |
| EHS | Environmental Health & Safety |
| ETP | Environmental Target Program |
| FFB | Fresh Fruit Bunches |
| EFB | Empty Fruit Bunches |
| EMU | Environment Management Unit |
| FORKASS | Forum Komunikasi Masyarakat (Community Communication Forum) |
| GIS | Global Information System |
| HCV | High Conservation Value |
| HRD | Human Resources Department |
| HGU | Hak Guna Usaha (Land Use Rights) |
| ISCC | International Sustainability and Carbob Certification |
| IPM | Integrated Pest Management |
| IUP | Ijin Usaha Perkebunan (Plantation Operation Permit) |
| JHT | Jaminan Hari Tua |
| JKK | Jaminan Kesehatan Keluarga |
| JKM | Jaminan Kematian |
| K3 | Keselamatan dan Kesehatan Kerja (Occupational Safety & Health) |
| Kadisbun | Kepala Dinas Perkebunan (Head of Plantations Department) |
| KepMen Naker | Keputusan Menteri Tenaga Kerja (Workforce Minister's Decree) |
| KHT | Karyawan Harian Tetap (Permanent Worker) |
| LTA | Lost Time Accident |
| LRR | Legal Requirements Register |
| MSDS | Material Safety Data Sheets |
| NGO | Non-Government Organization |
| OSH | Occupational Safety & Health |
| PGA | Personel and General Affair |
| PK | Palm Kernel |
| PKO | Palm Kernel Oil |
| PKS | Pabrik Kelapa Sawit (Palm Oli Mill) |
| POME | Palm Oil Mill Effluent |
| PPE | Personal Protective Equipment |
| PUK | Perkembangan Usaha Kecil (Small Enterprises Development) |
| RKL | Rencana Pengelolaan Lingkungan (Environmental Management Plan) |
| RPL | Rencana Pemantauan Lingkungan (Environmental Monitoring Plan) |
| SCC | Suply Chain Certification |
| SIA | Social Impact Assessment |
| SOP | Standard Operating Procedure |
| SBSI | Serikat Buruh Sejahtera Indonesia (Indonesian Labour Union) |
| SPSI | Serikat Pekerja Seluruh Indonesia (Indonesian Workers Union) |
| SPTI | Serikat Pekerja Transportasi Indonesia (Indonesian Transportation Workers Union) |
| UKL | Upaya Pengelolaan Lingkungan (Environmental Management Efforts) |
| UMP | Upah Minimum Propinsi (Provincial Minimum Wage) |
| UPL | Upaya Pengelolaan Lingkungan (Environmental Management Efforts) |

Appendix 3: List of Stakeholders Interviewed and Contacted

| No. | Name of Stakeholder | Institution - Address | Remark |
|---|---------------------|-----------------------------------|--------|
| Stakeholders Interviewed On-Site | | | |
| 1. | Indra Raharjo | EHS POM 1 | |
| 2. | Ningsih | Head of Administration POM 1 | |
| 3. | Badrun | Tractor Operator KSY-2 | |
| 4. | Benly | Sortation Officer POM 1 | |
| 5. | Setiawan Rahmansyah | Operator Loader | |
| 6. | Hardi | Welder POM 1 | |
| 7. | Dentius | Operator Pressing POM 1 | |
| 8. | Parai Tobli | Sortation Officer POM 2 | |
| 9. | Sugit0 | Tractor Operator KSY-1 | |
| 10. | Tuti Amelia | Spraying foreman KSY-1 | |
| 11. | Ratiem | Sprayer KSY-1 | |
| 12. | Aswati | Sprayer KSY-1 | |
| 13. | Partini | Sprayer KSY-1 | |
| 14. | Guyub | Sprayer KSY-1 | |
| 15. | Maria | Sprayer KSY-1 | |
| 16. | Saifullah | Manuring foreman KSY-1 | |
| 17. | Yeni | Manuring worker KSY-1 | |
| 18. | Fitriah | Manuring worker KSY-1 | |
| 19. | Adawiah | Manuring worker KSY-1 | |
| 20. | Buwati | Manuring worker KSY-1 | |
| 21. | Isnaniah | Manuring worker KSY-1 | |
| 22. | Rusdan | Manuring worker KSY-1 | |
| 23. | Temali | Manuring worker KSY-1 | |
| 24. | Susi | Manuring worker KSY-1 | |
| 25. | Kino | EFB Application Foreman KSY-1 | |
| 26. | Herni | EFB application worker KSY-1 | |
| 27. | Amaliah | EFB application worker KSY-1 | |
| 28. | Nurhayati | EFB application worker KSY-1 | |
| 29. | Kiki | EFB application worker KSY-1 | |
| 30. | Yatimo | Harvesting Foreman KSY-1 | |
| 31. | Sutarno | Harvester KSY-1 | |
| 32. | Wirdy | Storage Officer KSY-1 | |
| 33. | Adi | Head village of Tabiku village | |
| 34. | Burhanuddin | Secretary of Tabiku Village | |
| 35. | Anang | Local legislator | |
| 36. | Jailani | Head Cooperative of Tabiku Makmur | |
| 37. | Nuruk Maulida | Cooperative Administration | |