



PT MUTUAGUNG LESTARI
Sustainable Palm Oil Certification
Main Assessment
(Public Summary Report)

Management/Owner : **Minamas Plantation - SIME DARBY Group**
 Plantation Name : **PT TEGUH SEMPURNA**
 Country : Indonesia
 Location : District of Seruyan and Kotawaringin
 Timur, Province of Central
 Kalimantan
 Certificate Code : **MUTU-RSPO/004**
 Certificate Issuance Date : *July, 05th, 2011*
 Certificate Expiration Date : *July, 05th, 2016*

	Assessment date	Report finalisation date	PT Mutuagung Lestari auditor	Checked by
PA	23;26-31/03/2010	19/07/2010	Deni A. Novendi; Aryo Gustomo; Muardi Marwas	Taufik Margani
MA	20-25/09/2010	24/10/2010	Aryo Gustomo; Nanang Mualib; Henry Marpaung; Marsudi Eko Santoso	Taufik Margani

Submitted to RSPO on:	Reviewed by RSPO on:	CB Responds on:	Approved by RSPO on:
08/12/2010	23/12/2010	07/06/2011	28/06/2011

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MUTU Certification • Approved by RSPO Executive Board on June 2008

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1.0	SCOPE OF CERTIFICATION	
1.1	National Interpretation used	Principles and Criteria for Sustainable Palm Oil Production. Issued by RSPO Indonesia National Interpretation Working Group (RSPO INA-NIWG) on May 2008.
1.2	Information on Legal Entity	
1.2.1	Company Name	Minamas Plantation - SIME DARBY Group
1.2.2	Contact person	Mohamad Pirabaharan
1.2.3	Business Address	The Plaza, 36th Floor, Jl. M. H. Thamrin Kav. 28-30, Jakarta 10350
1.2.4	Phone	+62-21-29922650
1.2.5	Fax	+62-21-5711652
1.2.6	e-mail	mohamad.pirabaharan@simedarwin.com
1.2.7	website	www.simedarwinplantation.com
1.2.8	Company Status	Private
1.2.9	Application information completed by duly authorised representative	Mohamad Pirabaharan (Head of TOEM Plantation)
1.2.10	Listed as a member of RSPO	08 September 2004
1.3	Type of Assessment	
1.3.1	Scope	Mill and Oil Palm Plantation
1.3.2	Type of certificate	Single
1.3.3	Name(s) of the estate covered by the certificate	PT. Teguh Sempurna
1.3.4	Number of management unit	1 (one) unit of palm oil mill (Pematang POM) supplied by FFB from 4 (four) unit estates, namely: Pematang Estate (PME), Kawan Batu Estate (KBE), Batang Garing Estate (BGE) and Hatang Tiring Estate (HTE)
1.3.5	Number of workers – Employees	1,903
1.4	Location, mill and hectare statement	
1.4.1	Location of the plantation	
	Latitude	2° 12' 38" - 2° 06' 58" S
	Longitude	112° 14' 17" - 112° 27' 44" E
1.4.2	Location of mill	
	Latitude	2° 08' 820" - 2° 08' 972" S
	Longitude	112° 17' 546" - 112° 17' 649" E
1.4.3	Maps	See Figure 1
1.4.4	Country	Indonesia
1.4.5	Region	South East Asia
1.4.6	Village/Sub District/District/ Province	Pematang/Central Seruyan /Kotawaringin Timur/Central Kalimantan
1.4.7	Tenure	
	Private	- Ha
	State	16,601.66 Ha*
		(*based on land use title No. 10 Year 1999)

	Community	- Ha
1.5	Description of Supply Base	
1.5.1	Total area	16,601.66 Ha
1.5.2	Mature area	7,863 Ha
1.5.3	Immature area	5,953 Ha
1.5.5	Scheduled LC program	179 Ha
1.5.6	Emplacement	209 Ha
1.5.7	Road	533 Ha
1.5.8	Mill	57 Ha
1.5.9	Enclave	1,418 Ha
1.5.10	Other used area (river, valley, etc)	389.66 Ha
1.5.11	Product categories	Fresh Fruit Bunch
1.5.12	Average annual yield (2004 - 2009)	19.5 tonnes/ha/year
1.5.13	Actual annual yield (Year 2009)	19.4 tonnes/ha/year
1.6	Date of Planting and Cycle	
1.6.1	Age profile of planted palms	

Estate/planting year	Planted Area (hectare)	Age (year)
PME		
1995	60	15
1996	1,171	14
1997	2,293	13
1998	63	12
2005	21	5
KBE		
1997	1,331	13
1998	607	12
1999	194	11
2000	421	10
2004	88	6
2005	552	5
2006	474	4
2007	108	3
HTE		
1996	38	14
1997	107	13
1998	844	12
1999	252	11
2000	240	10
2004	154	6
2005	604	5
2006	669	4
2007	487	3
2009	9	1

BGE		
2006	565	4
2007	1,004	3
2008	500	2
2009	660	1
2010	300	0
Grand Total	13,816	
	Average plant age	9
1.6.2	Area restocked by replanting after 2005	0 Ha
1.6.3	New planting area after November 2005 - extension	4,867 Ha
1.6.4	Harvesting Cycle	7-10 Days
1.7	Claimed product volume for certification	
	Fresh Fruit Bunch	269,402 tonnes/year*
	Crude Palm Oil	45,000 tonnes/year*
	Palm Kernel	9,400 tonnes/year*
	*Source: Estimation on Long Term Budget 2010-2014	
1.8	Other Reward or Certification Held	
1.8.1	ISO 9001:2008/ISO 14001: 2004	None
1.8.2	OHSAS 18001:2007	None
1.8.3	HACCP	None
1.8.4	Other	Zero Accident Award in the implementation of the OHS program of the Governor of Central Kalimantan, awarded on 18 February 2010 for Pematang POM
1.9	Time Bound Plan for Other Management Units	
1.9.1	Time Bound Plan for Other Management Units of SIME DARBY	
	SIME DARBY is committed to prepare a time-line schedule for the entire units under the management in order to apply the P&C standard or obtaining RSPO certificate. The assessor team has considered this schedule in accordance with RSPO Certification System for Partial Certification. Progress and the follow up of this schedule shall be verified and reported during the routine annual visit.	

Table 1. Time-Bound Plan to Certify Remaining Management Units (as per 25 November 2010)

Certification Status	Number of Strategic Operating Units (SOUs)		Remarks/ Details
	Malaysia	Indonesia	
Certified	16	3	-
EB Review	3	2	The RSPO Certification will be received within one month's time.
2009/2010 audited	20	7	All Malaysian SOUs have undergone the RSPO External Audit.
2009/2010 planned	0	3	-
2010/2011	0	10	10 SOU from Indonesia under planning
Total SOUs	39	23	

Table 2. The time bound plan for Sime Darby plantations in Indonesia

Name of Management Unit	Location	Hectares	Time Bound Plan
PT Sime Indo Agro	District Sanggau – West Kalimantan	20,663	2009
PT Tunggal Mitra Plantation	District Rokan Hilir - Riau	13,836	2009
PT Indotruba Tengah	District Seruyan – Central Kalimantan	7,735	2009
PT Kridatama Lancar	District Seruyan – Central Kalimantan	14,780	2010
PT Teguh Sempurna	District Kota Waringin Timur and Seruyan – Central Kalimantan	16,602	2010
PT Ladangrumpun Suburabadi	District Tanah Bumbu – South Kalimantan	6,082	2010
PT Sajang Heulang	District Tanah Bumbu – South Kalimantan	7,794	2010
PT Bersama Sejahtera Sakti	District Kotabaru – South Kalimantan	13,925	2010
PT Lahan Tani Sakti	District Rokan Hilir – Riau	3,759	2010
PT Aneka Intipersada	District Siak, Pekanbaru – Riau	11,612	2010
PT Bhumireksa Nusasejati	District Indragiri Hilir – Riau	25,731	2010
PT Bina Sains Cemerlang	District Musi Rawas – South Sumatera	7,052	2010
PT Bahari Gembira Ria	District Muaro Jambi – Jambi	4,000	2010
PT Tamaco Graha Krida	District Morowali – Central Sulawesi	4,712	2011
PT Laguna Mandiri	District Kota Baru – South Kalimantan	15,300	2011
PT Swadaya Andika	District Kota Baru – South Kalimantan	10,429	2011
PT Langgeng Muaramakmur	District Kota Baru – South Kalimantan	14,328	2011
PT Paripurna Swakarsa	District Kota Baru – South Kalimantan	16,428	2011
PT Padang Palma Permai	District Aceh Tamiang – Nangroe Aceh Darusalam	2,581	2011
PT Perkasa Subursakti	District Aceh Tamiang – Nangroe Aceh Darusalam	6,239	2011
PT Guthrie Pecconina Indonesia	District Musi Banyuasin – South Sumatera	13,961	2011
PT Mitra Austral Sejahtera	District Sanggau –West Kalimantan	14,202	2011
PT Sandika Natapalma	District Ketapang – West Kalimantan	19,731	2011

2.0	ASSESSMENT PROCESS
2.1	Certification Body
	PT Mutuagung Lestari
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2.2	Lead Assessor and Assessment Team
2.2.1	Assessment Team
	The assessment team consisted of:
	1) Aryo Gustomo (Lead assessor); Holds a degree in Agricultural Science Majoring in Agronomy, a specialist in Oil Palm plantation, Faculty of Agriculture, Bogor Institute of Agriculture. Work experience in an oil palm seed producer company in Malaysia as a Plant Breeder/Agronomist. Also as a Field Assistant in an oil palm plantation company in Indonesia. Currently he works for an independent certification body as an assessor. Attended training(s): Lead assessor 14001, Identifying and Managing HCV Area, Awareness ISO 9001, and RSPO Lead Assessor. He has participated in a number of assessments for the purpose of RSPO Certification (12 pre assessment and 3 assessment); and 1 audit trial small holder RSPO scheme. In this assessment he is assessing the legal, best practices and environmental aspects.
	2) Nanang Mualib (Assessor); Holds a Degree in Forestry, Majoring in Forest Products Technology, Faculty of Forestry, Bogor Institute of Agriculture. Work experience in HPH company from 2000-2004 as a technical assistance in the application of Sustainable Forest Management certification, cooperation program between IPB Faculty of Forestry and WWF-Indonesia since December 2006 until now. Professional experience includes: HCVF social study in monitoring the application of Sustainable Forest Management, involvement in HCV identification in 3 Palm Oil mills in Indonesia. Currently he works as a professional consultant and HCV assessor. In this assessment he is assessing the social and labour welfare, and HCV area management.
	3. Henry Marpaung (Assessor). Holds a degree in Agriculture, majoring in Agribusiness Management, Faculty of Agriculture, Bogor Institute of Agriculture. used to work as a research assistance at IPB Centre of Studies; in 2004 he also work as a representative of QMS management in PT. Surveyor Indonesia; from 2000 - 2010 he worked as QMS, EMS and OHSAS consultant in PT. Surveyor Indonesia. Attended training(s) includes: SMK3 training, IRCA Lead Assessor 9001, HCV Assessment Course, and OHSAS 18001 Lead Assessor training. Currently he is a professional consultant and external assessor of PT Mutuagung Lestari since 2010. In this assessment, he is assessing the Occupationally Health and Safety aspects and Best Practices.
	4. Marsudi Eko Santoso (Observer). Holds a degree in Agriculture majoring in Agro technology. He joined PT Mutuagung Lestari in 2010. In this assessment he will be an observer.
	CVs of the assessor team are available in the office of PT. Mutuagung Lestari.
2.3	Assessment Methodology, Progress and Field Visit
2.3.1	Date of Assessment
	Pre assessment : 23 and 26-31 March 2010
	Main Assessment: 20-25 September 2010
2.3.2	Estimation of work days for Executing the Main Assessment
	Participating assessor: 4
	Number of days in location to execute the assessment: 4 days
	Number of man days in location for assessment activity: 16 days

2.3.3	Break down of Assessment Activity
	Assessment is done in 2 (two) stages, the first stage is the Pre-Assessment (PA) which focused on the availability, legality, consistency and substance of the company's documents. Field visits to a number of locations are done to ensure that field implementation is in accordance with the documentation. A number of recommendations for improvement based on pre-assessment result have been submitted by Mutuagung assessors to the management unit, and will be verified during the main assessment.
	The second stage is the Main Assessment, covering the entire aspects of assessment based upon the Principle and Criteria of RSPO for sustainable Palm oil production, Indonesia's National Interpretation, published by INA-NIWG, May 2008. The method for collecting data and information is done in a number of ways; namely document review, interview and direct field visit. The breakdown of the assessment activity is as follow:
	20 September 2010. From early in the morning until late in the evening, the assessor team went to the location. Followed later by the opening meeting at the Club House at Minamas Plantation, the meeting was attended by Mr. Lasiono (Head of SOU PT. TSA), Mr. Harun Ibrahim, Bpk. Harun Ibrahim (Manager of Total Quality and Environment Management – Banjarmasin), Mr. Diar H.B (Manager Environmental, Safety and Health - Region Kalimantan), Mr. Hary Praptono (Manager of Pemantang Estate), Mr. Luga L (Manager of Batang Garing Estate), Mr. Sofiano (Mill Manager of PT TSA), and a number of concerned personnel .
	21 September 2010. Public consultation with stakeholders. The assessor team was divided into two; Aryo and Eko held a consultation with the stakeholders from the Provincial Government and the District Government at Hotel Idola Sampit Central Kalimantan; meanwhile Nanang and Henry conducted a consultation with the stakeholders from the communities, labour union and representative from the local government (sub-district and village) at the SMP Sukamandang building. The public consultation was held simultaneously in two separate places from morning until noon. In the afternoon the team regrouped to discuss the result of the consultation and to begin the verification process with the company concerning the positive and negative issues raised during the public consultation meeting.
	22 September 2010. Document review. The assessor team focused their attention on company documents concerning legal affairs, documentation on environmental management, documentation on social management and documentation on plantation practices at Hatantiring Estate main office; then in the evening the team submitted the locations which would be used as samples for the field visit on the next day to TSA management.
	23 March 2010. Field visit. The assessor team is divided into 2 teams. Team I (Aryo and Henry) conducted a field visit concerning the practice of using chemical; hazardous waste management; the practice of maintaining soil fertility, critical soil management and wet land; implementation of K3, identification and management of HCV; best practices and erosion management practice (location 1-11). Meanwhile Team II (Nanang and Eko) is conducting verification on CSR; land claim management, traditional rights; HCV management and identification; public facilities and infrastructure; and boundary of the work area (location 12-20).
	24 September 2010. In the morning until noon the assessor team conducted further verification of the documents in the office of Hatantiring Estate. Later in the afternoon at the same place, closing meeting was carried out attended by Mr. Lasiono (Head of SOU PT TSA), Mr. Harun Ibrahim (Manager of Total Quality and Environment Management – Banjarmasin), Mr. Diar HB (Manager of Environmental, Safety and Health – Region Kalimantan), Mr. Hary Praptono (Manager of Pemantang Estate), Mr. Luga L (Manager of Batang Garing Estate), and Mr. Sofiano (Mill Manager of PT TSA), and several other related personnel. Later in the evening the assessor team travelled to Sampit.
	25 September 2010. Team returned to Jakarta
2.3.4	Sample location visited for the assessment process
	Location 1 - Block R22. Observation on spraying activity using Prima Up and Stearine herbicide; an interview with Mr. Thomas (sprayer team coordinator) on the spraying activity, the dosage of the chemical, area sprayed and environmental control. Also an interview with a spraying operator (Mrs. Mamiek, has worked for the company for 10 years) on the procedure for spraying, the use of PPE and Health and Safety practices and policy connected to the effect spraying to pregnant and breast feeding women.

	Location 2 - Block R22. Observation on erosion monitoring at slope area using the erosion pole method.
	Location 3 - Block S22. Observation on fertilization practice, interview with Mr. Andilewi (Supervisor) and fertilization staff (Supriono, has been working for 9 months) concerning the fertilization practice and the dosage used.
	Location 4 – HTE Chemical Warehouse. Observation on the storage and usage of chemical substances, PPE use, Health and Safety practices and emergency procedures.
	Location 5 – HTE Oil Storage. Observation on used oil management
	Location 6 - HTE Block Spraying System House. Observation on emergency procedures, chemical usage and pollution management.
	Location 7 - PME and HTE Workshop. Observation on hazardous waste management and implementation of Health and Safety policy.
	Location 8 – Pemantang Palm Oil Mill. Observation on mill operation, liquid waste management, temporary storage room for hazardous material and implementation of Health and Safety Policy.
	Location 9 - Block O43. Observation on HCV area
	Location 10 - Block O30. Observation on erosion management practice using the plat form method.
	Location 11 - Block P30/P07. Observation on harvesting activity concerning harvesting method, Health and Safety implementation and wage.
	Location 12 - Simpangan Portal village. Interview with Mr. Jais and Mr. Rakis (Head of <i>Local community</i> of Simpangan Portal village) to observe the relation between PT. TSA and the local communities specifically the residents of Simpangan Portal village. The residents claim that there are mutually beneficial relation between them and PT TSA
	Location 13 - Block W43. Observation on one of the boundary of PT TSA work area, namely pole number 64.
	Location 14 - Tabion village. Interview with Mr. Suryado (a community leader in Tabion village) to ascertain the benefit of PT TSA for the communities in Tabion village, with regard to the traditional law, the possibility of land conflict; the company's participation in the village development and to find out about the animals often seen in PT TSA plantation.
	Location 15 - Sahabu River. Observation on buffer zone between the river and HCV area 1.3, 1.2 and 4.2 and the efforts for their preservation.
	Location 16 - Teguh Sempurna Junior High School in Pemantang village. Interview with the Principal Mr. Agus Winarto) concerning the free schooling for the communities around the plantation, school's facility, management of extracurricular activities of palm oil business and the mechanism for communicating with the company.
	Location 17 - Pemantang Estate Housing Complex. Observation on the housing facility for PT TSA's employees.
	Location 18 - Teguh Sempurna Elementary School, Secondary School and Kindergarten. Observation on the existence of the elementary school, secondary school and Kindergarten for the children of PT TSA.
	Location 19 - Batang Garing Estate Trash Disposal. Observation on domestic waste disposal and the effort to conserve the environment.
	Location 20 - Alas Empeng village. Observation on the boundary between PT TSA work area which borders a former gold mine.
2.4	Public Consultation
2.4.1	Summary of public consultation process
	Consultation with PT TSA stakeholders is done in 3 ways: 1) Public announcement in the RSPO website 2) By soliciting comment and distributing response form to the stakeholders via post and e-mail. Received two responses. 3) A public consultation meeting with the stakeholders was held simultaneously in 2 locations on 21

	September 2010. The first one was in Hotel Idola Sampit, attended by government officials and NGOs. The second one was at the SMP Sukamandang building, attended by the local communities, head of the sub-district and village head. From the two meetings the assessor gathered some inputs and then made verification to PT TSA management.
2.4.2	List of stakeholders contacted
	<i>See Annex 3</i>
2.4.3	Summaries of issues raised by the public
2.4.3.1	Positive Issues
	PT TSA is showing an excellent progress from the day of its establishment: (1) absorbing the local work force (2) supporting the application of RSPO in PT TSA (3) no animal conflict in PT TSA (4) the company is providing education and health services to the communities (5) payment of the Land and Property Tax and Income Tax (6) conducting integrated pest control, rats and worms (7) providing sufficient work facility (8) the company is respecting the existing traditional rights (9) the company is willing to compromise in resolving the problems with the community (10) a cordial relation with the government and the communities.
2.4.3.2	Negative Issues
	Some of the negative issues are as follows: (1) lack of compliance to the latest regulation (2) often late in submitting the RKL/RPL report to the related institution (3) need to pay more attention to HCV identification and management (4) the company's legal boundaries is rather unclear and not maintained properly (5) the company does not have its own fire brigade (6) the company does not have a labour union, no Work Agreement and not all of the workers are covered by JAMSOSTEK insurance scheme (7) insufficient PPE for the workers (8) the company is occupying land belonging to the communities (9) insufficient CD and CSR Program (10) not enough information on the procedure for filing a complaint to the authority (11) pollution caused by land application of POME (12) No fire monitoring tower yet (13) reducing the biodiversity (14) the company is not responsive with regard to request for assistance from the communities.
	The results of assessors' verification concerning the positive and negative issues raised during the public consultation can be reviewed in chapter 3.2 of this report.
2.4.3.3	Other issues
	<i>None</i>
2.5	Determination for the next visit
	The time for the next activity (Surveillance) shall be determined after this report is approved by RSPO Secretariat and/or one year after the issuance of the certificate

Figure 1. Location map of PT Teguh Sempurna in Central Kalimantan Province

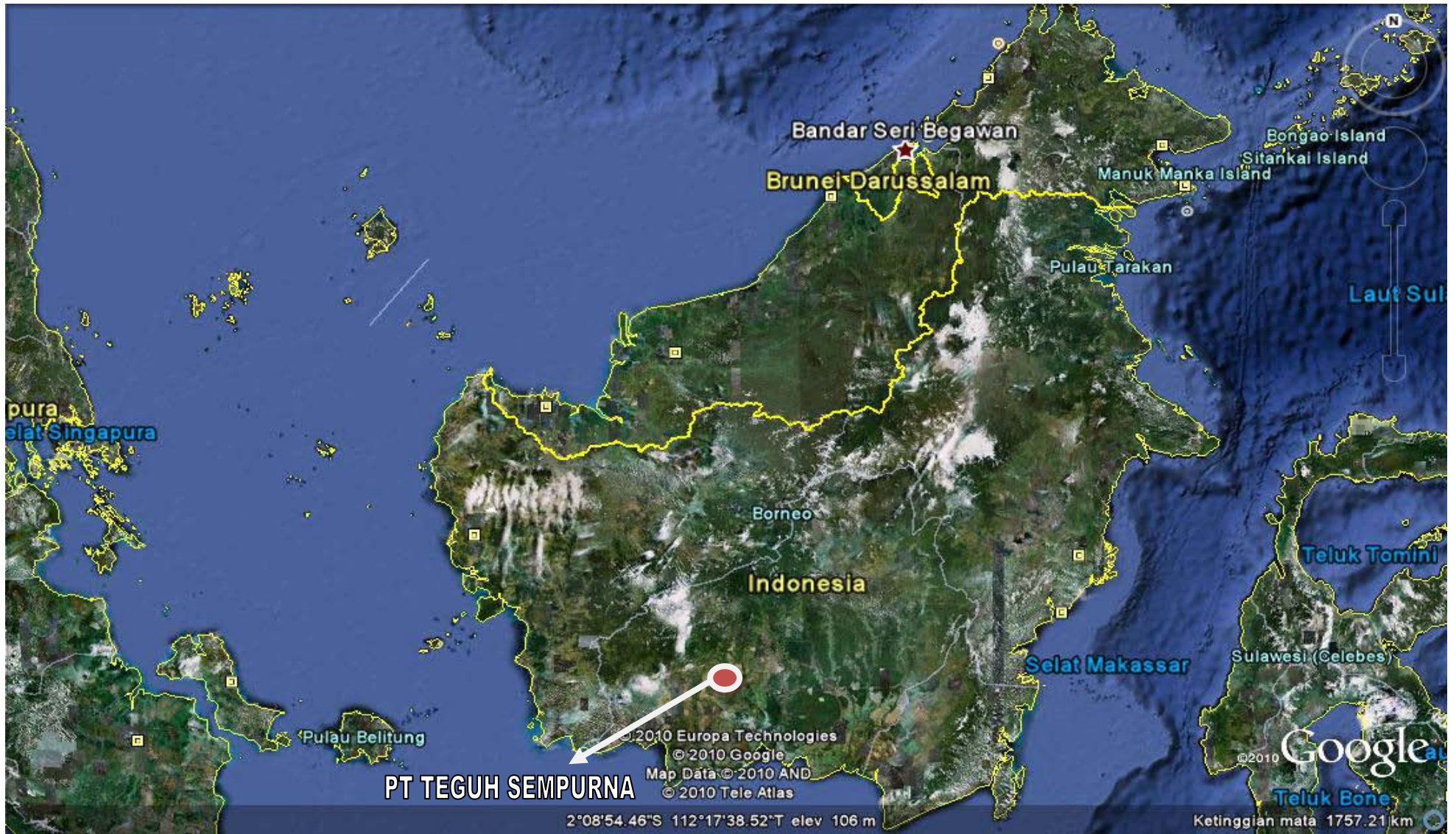
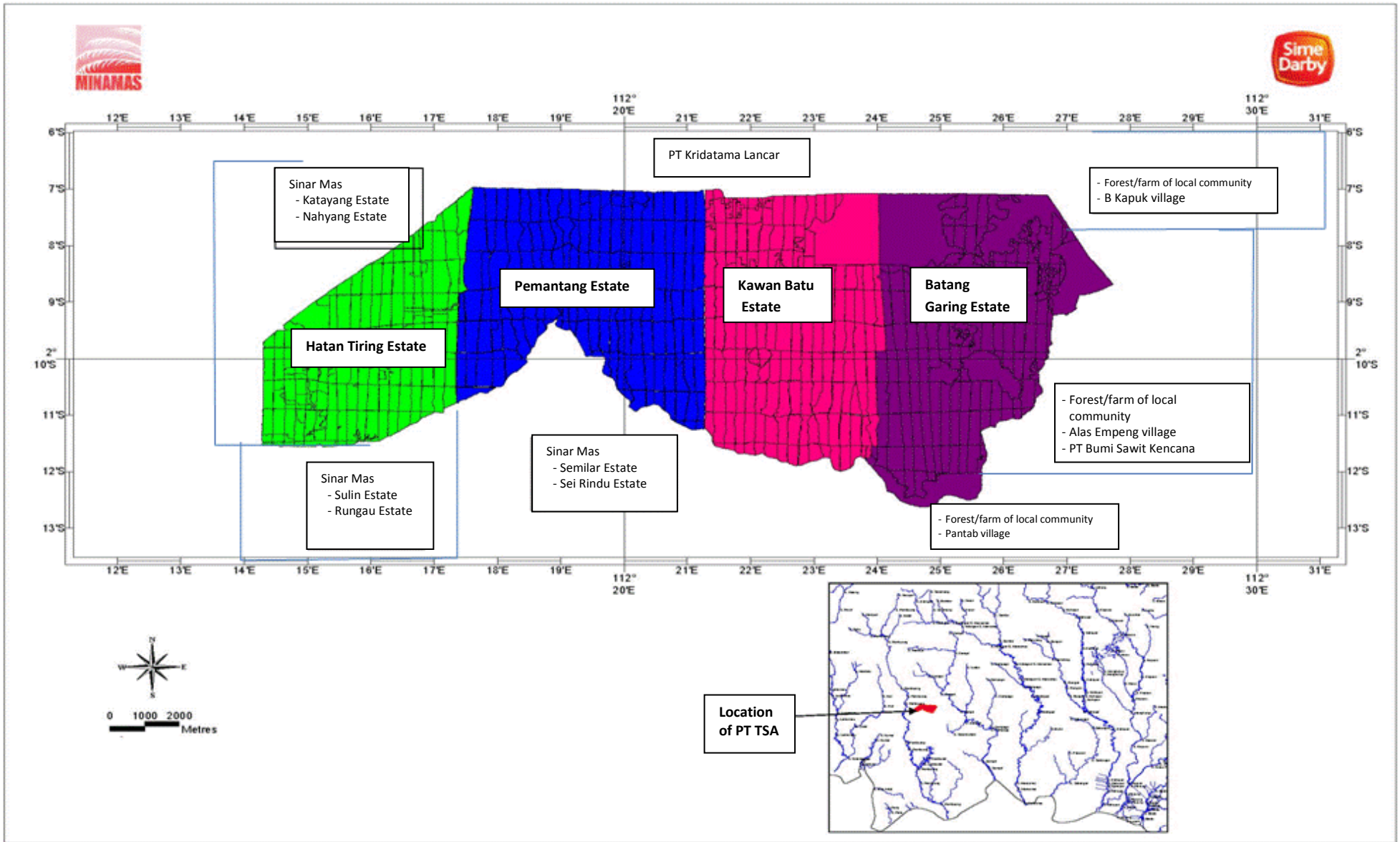


Figure 2. Administration Map of PT Teguh Sempurna



3.0 ASSESSMENT FINDING

3.1 BREAK DOWN OF NON CONFORMANCE, CORRECTIVE ACTION AND OBSERVATION OF MAIN ASSESMENT ACTIVITY

No.	Ref Std/ Indicator	Non conformance	Grade	Request for Corrective Action	Time Limits	Main Assessment Observation	Status	Closing Date
2010.01	NI- INANIWG Major 1.1.3; Major 1.2.2	Duration for Record Keeping - There is evidence that the record on request and response for information from stakeholders has been determined and embodied in the PT TSA RSPO Document List. However, there still an ambiguity in the implementation. For instance, the record for information request from the Village Administration and Regional Administration is determined for "the duration". Meanwhile the documents (in the folder) are incidental in nature.	CFA	Organization must review its policy on the duration of record keeping on the request and information response from the stakeholders based on its importance.	Prior to Main Assessment Activity	The company has maintained a list of documents which include record of request. For instance, a document on the request by the regional Administration on the notification of company performance must be kept for 3 years.	Closed	24-Sep-10

2010.02	NI- INANIWG 2.1	Conforming to the prevailing regulation - TSA has in its possession a list of prevailing laws and regulations as a reference, however, some are not up to date or evaluated for conformance. For instance, Law Act 18 of 2004 art. 25 (on Palm Oil plantation), Government Regulation 74/2001 on the management of Hazardous Waste (B3), Ministerial Decision of Environment 51/1995 on the Measurement of Liquid Waste , Ministerial Decision of Environment 13/MenLH/3/1995 on measurement of static emission, Ministerial Regulation of Man Power 5/Men/1996 on the Work Safety Management System, Ministerial Decision of Environment 45/2005 on the Guidelines for reporting RKL/RPL, etc	NC	The company must update its list of governing laws and regulations and perform an evaluation on the articles it must comply to.	Prior to Main Assessment Activity	The company has its own procedure (No: 701/TQM-ESH/10) which covers the mechanism for updating and evaluating the conformity to the entire regulations on plantation. There is a document on Evaluation on the Conformity to the Regulations of 2010, which contains all the regulations related to plantation activity: for instance Act 18 of 2004 art. 25 on Palm Oil Plantation, Government Regulation 74/2001 on the Management of Hazardous Waste (B3), Ministerial Decision of Environment 51/1995 on the Measurement of Liquid Waste, Ministerial Decision of Environment 13/MenLH/3/1995 on the Measurement of Static Emission, Ministerial Regulation of Man Power 5/Men/1996 on the Work Safety Management System, Ministerial Decision of Environment 45/2005 on the Guidelines for RKL/RPL Reporting, etc	Closed	24-Sep-10
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2010.03	NI- INANIWG Major 2.3.1	Traditional Rights Ownership - TSA has the legal evidence of ownership on the land in the form of HGU Certificate No. 10 valid until 9 August 2034 which cover an area of 16,601, 66 ha. The certificate was issued by the authorized agency (The National Land Affair Agency). However, to ensure the stakeholders that there is no traditional right within the area of PT TSA, a written statement from the authorized agency is still necessary.	CFA	The company is strongly urged to coordinate with the party/ institution in charge to obtain additional referral on traditional rights ownership in the area of PT TSA.	Prior to Main Assessment Activity	PT TSA has obtained statements from 2 community leaders that there is no traditional rights of ownership within PT TSA work area. Observation by the assessor team on the community leaders from Tabion village and Head of sub-district of Seruyan confirm that there is no traditional rights of ownership within PT TSA work area.	Closed	24-Sep-10
2010.04	NI- INANIWG Minor 4.2.1	Monitoring the level of soil fertility - the organization has conducted and documenting the soil survey, however it has not established a periodic schedule for soil analysis; and there is no evidence that the result the soil analysis is used as a consideration in recommending fertilization.	NC	The organization must set up and conduct a periodic soil analysis; and provide a proof of fertilizer recommendation is based on the soil analysis results	Prior to Main Assessment Activity	Interview with one of the research staff from MRC Department revealed that soil analysis was done once every 5 years; and there is an evidence that soil analysis results is used as a consideration in recommending fertilizer.	Closed	24-Sep-10
2010.05	NI- INANIWG Minor 4.3.1	Marginal Land Map - the organization does not have marginal land map with sufficient scale.	NC	The organization must provide marginal land map with sufficient scale.	Prior to Main Assessment Activity	Marginal land map of PT TSA is available	Closed	24-Sep-10

2010.06	NI- INANIWG Minor 4.3.2	Strategy for managing plant area in a slope - the organization has not documenting the construction of plat form and has not done any measuring the speed of erosion on an area with a certain activity	NC	The organization is urged to document the construction of plat form and measure the speed of erosion	Prior to Main Assessment Activity	Record of horse shoe is available in the form of horse shoe monitoring document for Batang Garing Estate and Pemantang Estate. Based on the review and field observation PT TSA has conducted a monitoring n the speed of erosion using the erosion pole method, for instance in erosion pole Block 030.	Closed	24-Sep-10
2010.07	NI- INANIWG Minor 4.3.5	Strategy for managing marginal land and critical soil - the organization has in its possession a strategy for managing marginal land critical soil by applying empty fruit bunch and planting Nephrolepis. However, it has not been evaluated and not all of the Nephrolepis planting have been documented.	CFA	The organization is urged to evaluate the application of empty fruit bunch toward soil fertility and to document the planting of Nephrolepis throughout the estate.	Prior to Main Assessment Activity	Document on the evaluation of empty fruit bunch application and Nephrolepis is available in the form of a document entitled Evaluation on the effectiveness of land and water conservation at PT TSA.	Closed	24-Sep-10
2010.08	NI- INANIWG Major 4.4.1	Establishment of a Buffer Zone - the organization has made the effort to protect the water flow and wet land through the establishment of buffer zones, 10 meters to the left and right. The width of the buffer zone need to reviewed and conformed to the governing regulation (Presidential decree 32 of 1990 on conservation area).	CFA	The organization is strongly urged to readjust the buffer zones in accordance with the governing regulation (Presidential decree 32 of 1990)	Prior to Main Assessment Activity	The policy on the protection for river buffer zones is available (724/TQEM-SPMS/09) which establishes the width of buffer zones at 50 meters. Based on field observation, the width of buffer zones as marked by yellow paint is 50 meters.	Closed	24-Sep-10

2010.09	NI- INANIWG Minor 4.5.2	Monitoring the toxicity of Pesticide - the organization can not show a record on the monitoring of IPM pesticide toxicity.	NC	The organization must produce a record on the monitoring of IPM pesticide toxicity.	Prior to Main Assessment Activity	The company has prepared a document on the monitoring of IPM pesticide toxicity. It reveals that there is no pesticide contamination.	Closed	24-Sep-10
2010.10	NI- INANIWG Major 4.6.4 Minor 5.3.1	The Procedure for storing used pesticide containers - The organization has set up a procedure for storing pesticide containers, the SOP / TSA-039 and the procedure for storing hazardous waste, the B3 SOP/TSA/025, however, they are not sufficient because: 1) There is no validation date, distribution date, or document number; 2) Including Government Regulation 18/1999 (Waste Management) as a reference; 3) Explaining the procedures for storing pesticide containers and its destruction..	NC	The organization must review its procedure for storing pesticide containers (SOP/TSA-039) and the procedure for storing hazardous waste (SOP/TSA/025) to make them more sufficient.	Prior to Main Assessment Activity	The procedure SOP/TSA-039 and SOP/TSA/025 TSA have been well written in line with the request for corrective actions.	Closed	24-Sep-10
2010.11	NI- INANIWG Minor 4.7.3	HIRAC Record - The organization has prepared risk analysis for the Health and Safety program at the plantation and mill in the form of HIRAC Pemantang Mill and HIRAC Pemantang Estate documents. However, the assessor team still	CFA	There is a need to conduct another review on the content of the existing risk analysis identification, to ensure that the identification will match the recommendation.	Prior to Main Assessment Activity	The content of the HIRAC documents have been corrected and the recommendation of risk control now matched the identification results.	Closed	24-Sep-10

		found non conformance in identification and recommendation on risk control in HIRAC Pematang Estate. E.g.: Job step = Injury caused by cutting the fruit, Hazard= being hit by a palm leaves, Effect= Injury in body and eyes, , punctured by the needle, Existing control=Continuous training and the proper length of the pole; Recommended risk control=Continuous training and the correct position and proper length of the pole.						
2010.12	NI- INANIWG Minor 4.7.5	Emergency Response procedure - emergency response procedure for fire available through SOP/TSA-PMF/PBK/001, Pemantang Mill, PT Teguh Sempurna and SOP for responding to the threat of land fire SOP/TSA/021. However, they do not cover the following: 1. the procedure for responding to fire and earth quake for the building within the estate including office area, workshop, storage and residential area. 2. Evacuation signs when fire or earth quake occurred, both in office buildings and residential area.	NC	The organization must review its emergency procedure by including the following: 1. the procedure for responding to fire and earth quake for the area around the estate including office area, workshop, warehouse and residential area.. 2. Installing evacuation signs pointing the direction to go to during fire and earth quake at the office area and residential area.	Prior to Main Assessment Activity	Emergency response procedure during fire and earth quake, including evacuation signs are available.	Closed	24-Sep-10

2010.13	NI- INANIWGMi nor 4.7.7	First Aid Record - Manager of the Pemantang Estate claimed that the sprayer team is briefed on First Aid regularly, but no record is available.	CFA	The organization is strongly urged to provide record of First Aid record to the employees.	Prior to Main Assessment Activity	TSA was able to show a record of First Aid training on 22 July 2010 with an attendance list of 25 people.	Closed	24-Sep-10
2010.14	NI- INANIWG Minor 4.7.8	Work Accident Record - the organization has maintained a work accident record, however, in some of the estate no evaluation have been made with regard to the frequency of accident occurring and no action plan is set to reduce the amount of such accidents.	NC	The organization must evaluate the frequency of work accident occurred and prepare an action plan to reduce the frequency of work accident.	Prior to Main Assessment Activity	Record of work accident evaluation in 2009 is available and it has been validated by the Estate Manager.	Closed	24-Sep-10
2010.15	NI- INANIWG Major 4.8.1 Major 4.8.2	Program and training evaluation - the organization is in possession of a continuous training program for its staff and employees. However, there is not enough evidence to judge the effectiveness of the training program, besides there is no sufficient training program for staff and employees on RSPO standard.	NC	Organization must evaluate the effectiveness of its employee trainings and prepare a sufficient training program for its staff and employee on RSPO standard.	Prior to Main Assessment Activity	Training on RSPO for employees are available, however, no evidence on the evaluation of their effectiveness.	Open (CFA)	Prior to Surveillance visits
2010.16	NI- INANIWG Major 4.8.3	Evidence that the company using trained contractor - No sufficient evidence to support the notion that the company is using trained contractor.	NC	Organization must prepare evidence on the use of trained contractors in accordance with their competence, such as documents on the criteria	Prior to Main Assessment Activity	evidence on the contractors use is available in accordance with the criteria set by TSA, for instance SPK no 002/Jembatan/ TSA-KBE/ III/ 2009 on 13 March 2009	Closed	24-Sep-10

				for choosing a contractor.				
2010.17	NI- INANIWG Major 5.1.1 Major 6.1.1	RKL-RPL Document - RKL/RLP document which has been validated by the Minister of Agriculture No. 35/ANDAL/RKL-RPL/BAK/X/ 1998 dated 9 October 1998. However, some of the environmental parameters, such as the existence and abundance of flora and fauna and the social impact have not been presented in a measurable data.	NC	The organization must establish a clear and measured environmental impact.	Prior to Main Assessments Activity	In presenting the RKL/RKP report for Period II in 2009 the existence and abundance of flora and fauna have been presented according to the parameter: rarely seen, often seen, always seen and never seen.	Closed	24-Sep-10
2010.18	NI- INANIWG Major 5.2.1 Minor 5.2.2	HCV and management of protected species - Periodic report on the monitoring of flora and fauna (January - March 2010) is available, which describes the existence of several species of flora and fauna and habitat HCV in PT TSA area, however, However, there is no evidence that these flora and fauna have been identified and categorized according to its status (i.e. is it endangered or not) and some of them were not break down to species level such as snake, bird, orchid and the company cannot show HCV identification document.	NC	The company must prepare an endangered species management program and HCV in accordance with governing regulations, the stages are identifying the existence of endangered species and HCV habitat, to formulate the management plan by involving all parties and providing trainings on species management and HCV area for the staff.	Prior to Main Assessments Activity	The organization is able to show HCV identification document and its management planning. However, not enough evidence is available to show the execution of public consultation in HCV Identification as required in the Identification Guidelines on High Conservation Areas in Indonesia, published by the consortium on the revision on HCV Toolkit, Indonesia, June 2008. The organization should review the HCV Identification document by ensuring that the stages on public consultation have been fulfilled.	Open (minor)	Prior to Surveillance visit

2010.19	NI- INANIWG Major 5.3.1	Identifying source of pollutant and waste - measurement of environmental parameters from several points considered as source of pollutant such as liquid waste pool, boiler, engine room and river were taken. However, both in the plantation or Mill, no document is available.	NC	The company must provide document the source of waste in the plantation and in PKS and preparing the plan for its management.	Prior to Main Assessments Activity	The company has identified the sources of waste in accordance with the identification of waste sources and their management as embodied in RKL/ RPL document.	Closed	24-Sep-10
2010.20	NI- INANIWG Minor 5.4.1	Energy Efficiency - the company has shown the record of matrix of measurement of boiler efficiency which shows the information on the energy usage from the turbine and generator (July 2008 to February 2010) for the purpose of monitoring renewable energy. However, the company has no standard of referral for to show for expressing the level of efficiency of energy use (energy/ton CPO or per ton TBS). The organization defines the efficiency of energy use as the power produced by the turbine.	CFA	the organization must review the efficiency in energy usage to produce the required energy to produce per ton CPO or per ton TBS.	Prior to Main Assessments Activity	Record on the analysis on the efficient use of renewable energy is available in KWh/ton TBS.	Closed	24-Sep-10

2010.21	NI- INANIWG 5.6	Evaluation of environmental parameter - Measurement of the environmental parameter is done in accordance with the established period set by TSA in the form of measurement of emission of air quality. However, the evaluation is not done according to established standard and no plan for reducing the pollution and emission.	NC	the organization must evaluate the parameter of emission quality in accordance with the established standard and to prepare the action plan to reduce the pollution and emission.	Prior to Main Assessments Activity	Documents on the evaluation of environmental parameter measurements are available, including evaluation of liquid waste quality and evaluation of monitoring well in accordance with the established standard. The company is also preparing action plans to reduce the pollution and emission.	Closed	24-Sep-10
2010.22	NI- INANIWG Minor 6.1.1	Record on social impact management - Plan for monitoring the social impact is included in the RKL/ RPL Implementation Report. However, no evidence that the community was involved in the preparation of the report.	CFA	The organization is urged to involve the community in the preparation of RKL/ RPL.	Prior to Main Assessments Activity	Document on Social Impact evaluation has include the local community in its preparation.	Closed	24-Sep-10
2010.23	NI- INANIWG Major 6.3.1	Availability of system for dispute settlement - the company has prepared Suggestion Box and established a procedure for settling land claim by the community as an open facility for communication and collecting complaints from the parties. However, it has not been socialized and no evaluation has been done to measure its effectiveness.	CFA	The facility for communication and collecting complaint from the community must be socialized to all parties and evaluated for its effectiveness.	Prior to Main Assessments Activity	Verification by the assessor team during the main assessment by interviewing a number of community leaders, revealed the fact the suggestion box prepared by PT TSA as a communication and consultation medium is not effective. PT TSA is urged to review application of suggestion box for communication.	Open (CFA)	Before Surveillance

2010.24	NI- INANIWG Minor 6.5.2	Agreement with the Contractor - a number of jobs in an Oil palm plantation are given to outside contractor, including the construction of seal pit, pavement, bridge construction and road construction. However, no evidence is available which show that the contractor is obliged to comply with governing regulation such as compensation, full conformity to PPE etc.	CFA	The organization must ensure that each Work Agreement with a contractor include a provision that demand the contractor to conform to the governing regulation in man power.	Prior to Main Assessments Activity	Documents on Work Agreement contractors which have been equipped with the provisions on man power are available.	Closed	24-Sep-10
2010.25	NI- INANIWG Major 6.8.1	Discrimination - Evidence shows that the company has not fully considered eliminating racial discrimination. This reflected in the 2007-2009 Work Agreement article 16 paragraphs 1.2.1 that the accepted worker must be "Indonesian Citizen".	CFA	The organization must review its policy on hiring to eliminate all form of discrimination.	Prior to Main Assessments Activity	According to Head of the Workers Union, the condition that all employees must be Indonesian Citizen is aimed to provide the opportunity for Indonesian to rise into staff position and not intended to hinder citizens from another countries.	Closed	24-Sep-10
2010.26	NI- INANIWG Minor 6.11.1	Participation in local development - a record of community development program which record all the assistance provided by the company to the surrounding community, including repairing village road, donating animals for sacrifice and providing the opportunity to the community to use the free education facility from kindergarten to senior high school and the free medical	CFA	The company must document all the assistance to the community for local development and it must be updated all the time.	Prior to Main Assessments Activity	Recapitulations on all the assistance provided by the company for local development are available for the year 2008, 2009 and 2010.	Closed	24-Sep-10

		facility. However, no updated recapitulation on the type of assistance, date and the receiver.						
2010.27	NI-INANIWG 7.3	Identification of HCV at new plantation area after 2005 - Organization can not show the latest record on HCV identification at new plantation era after November 2005.	NC	The organization must be able to show HCV identification at new planting area after November 2005.	Prior to Main Assessments Activity	Documents on HCV Identification for new planting area after November 2005 for PT TSA work area are available.	Closed	24-Sep-10

Non conformance during the main assessment								
CAR No.	Ref Std/ Indicator	Non conformance	Grade	Corrective Action	Time Limits	Observation	Status	Closing Date
2010.28	NI-INANIWG Minor 4.7.3	HIRAC Document - the organization has in possession risk analysis in the form of HIRAC document and evidence of its implementation. However, it's distributed to all areas, for instance in workshops, and pesticide storage in Hatan Tiring Estate.	CFA	it is urged to distribute HIRAC document to high risk areas (estate and mill)	Before Surveillance			
2010.29	NI-INANIWG Minor 4.7.5 Major 5.5.3 Major 7.7.3	Emergency procedure - emergency response procedure is available but the procedure has not been simulated periodically.	minor	the company should conduct a periodic emergency response simulation	Before Surveillance			

2010.30	NI-INANIWG Major 6.2.1	Communication procedure - the company's communication procedure and consultation are not designed with the stakeholders and other parties in mind.	minor	The company must design a communication and consultation procedure with the stakeholders and the community.	Before Surveillance			
2010.31	NI-INANIWG Major 7.3.2	Map planning and realization of new planting - the organization has a map planning and realization of new planting in the form of Map of Land Clearing and New Planting after November 2005, however, it is not entirely based on HCV identification.	CFA	The company is urged to prepare a map in accordance with HCV identification.	Before Surveillance			

3.2 Summaries of the Issues Raised by the Public, Assessor finding and Response by the Assessor Team				
Issues Raised by the Public		Positive/ Negative	Finding by the Assessor	Response from Mutu Agung
Public consultation at Hotel Idola-Sampit				
The Regional Coordinating Agency for Capital Investment. The Province of Central Kalimantan	PT TSA has not adjusted of amendment to the rule on the implementation of company performance report type L1 and L2.	Negative	PT TSA is coordinating with the BKPM on the amendment to the regulation on the reporting of company performance and the company is updating the regulations as the basis for preparing the next report on company performance.	Under consideration to be verified at indicator major 2.1.2
Environmental Agency, District of Seruyan	Report of RKL/ RPL implementation is seldom submitted on time to the related institution	Negative	PT TSA need to re-examine its internal mechanism in preparing and validating the RKL/ RPL report to expedite the process of submitting such report to the related agency.	Under consideration to be verified in the Criteria 1.2; 5.1; and 6.1
Natural Resources Conservation Agency, the Province of Central Kalimantan	No animal conflict in PT TSA area	Positive	Based on the observation and verification by the assessor team in the field, there is no animal conflict in PT TSA area.	Explained in Criteria 5.2

	Clarification on the borders of the company work area to other parties (with an information board or green borders).	Negative	Based on verification by the assessor team, the company possesses the document on BPN pole maintenance. On site observation revealed that pole is well maintained, however they are not numbered in accordance with the measuring book.	Under consideration to be verified in indicator major 2.2.2
	Not yet know that PT TSA apply best practice principles in managing HCV areal in accordance with RSPO principles and criteria.	Negative	PT TSA at the moment is undergoing the process of RSPO certification.	Under consideration to be verified in Principle 4 and Criteria 5.2
	Certainly unknown that PT TSA is establish fire department team	Negative	Document study and on site verification revealed that PT TSA has a fire team in each plantation and facilities and procedures in case of fire, and has conducted trainings and simulation on land fire.	Under consideration to be verified in Criteria 5.5 and 5.7
Environmental Agency, the Province of Central Kalimantan	There is a need to perform an analysis of POME land application to address the problem of environmental pollution.	Positive	The record on the test result on waste water quality for land application for the period between January and July 2010 is available, wherein for each month the tested BOD parameters are still below the established standard.	Under consideration to be verified in indicator minor 4.4.1

	PT TSA has not been distributed RKL/ RPL report to Environmental Agency of Kotawaringin Timur District and Seruyan District	Negative	Evidence in the form of receipts is available that showed that the company has delivered the RKL/RPL report for period I and II of 2009 to the Environmental Agency of Kotawaringin Timur District and District of Seruyan.	Under consideration to be verified in Criteria 5.1; and 6.1
The Agency for Man Power and Transmigration, the District of Seruyan	One of the positive aspects of PT TSA existence providing work for the surrounding communities.	Positive	Field observation revealed that the company is providing an equal opportunity for all to work for PT TSA. The team found 15 people from Tabion village who work for PT TSA.	Explained in Criteria 6.8
	PT TSA has not possessed Health and Safety staff.	Negative	PT TSA organizational chart reveal a Committee of Health and Safety component in the structure.	Under consideration to be verified in Criteria 4.7
	PT TSA has not been completed the Industrial Relation apparatus including establishing the Work Agreement between the company and the workers.	Negative	Documents on Work Agreement between the company and its employer are available.	Under consideration to be verified in indicator major 6.5.2
	PT TSA has not yet established a worker union.	Negative	The workers union by the name of SPSI Minamas Plantation has been established, headed by Mr. Juarsa Siagian.	Under consideration to be verified in Criteria 6.6

	Not all workers become a member of Jamsostek.	Negative	Evidences are available that the entire work force of the company, 1,903 workers in all are included in JAMSOSTEK.	Under consideration to be verified in indicator minor 4.7.1
The Agency for Man Power and Transmigration, the District of Kotawaringin Timur	To ensure the safety and to protect the workers, PT TSA should put Health and Safety reminders and procedures around the estate and the mill.	Positive	Based on the observation, the company has provided Health and Safety markings, such as evacuation signs, locations to gather during an emergency, documented of K3 procedures, etc.	Under consideration to be verified in indicator minor 4.7.5 and 4.7.6
	PT TSA is urged to verify its HGU data at the BPN considering it is surrounded by residential area and communities' farms.	Negative	Field observation in Tabion village revealed that the company and the local community have agreed to respect its other and the company is not planning to manage the area (enclave).	Under consideration to be verified in Criteria 2.2
	To support the application of RSPO at PT TSA	Positive	PT TSA is committed to implement RSPO standard in the plantation area and the mill.	Explained in the Criteria 8.1
	PT TSA has not showed evidence of CD and CSR programs for community and regional development have been adequately implemented	Negative	Evidence showing a recapitulation of company to the community in 2008, 2009 and 2010 are available.	Under consideration to be verified in Criteria 6.11

	PT TSA has not been provided information on the mechanism for submitting complaints to the stakeholders	Negative	Evidence on the procedure for information request is available (SOP/TSA/008) including suggestion boxes in public area and estate office; however, there is not enough evidence that the mechanism has been socialized to the public.	Under consideration to be verified in the Criteria 1.1 and 6.2
The Environmental Agency, the District of Kotawaringin Timur	It is uncertain that PT TSA has provided monitoring well on its land and carry out a periodic evaluation and reporting.	Negative	Evidence is available that the monitoring well is checked periodically and the test result is included in the report of RKL/ RPL implementation report.	Under consideration to be verified in indicator minor 4.4.2
	Because PT TSA is vulnerability to fire, it is suggested that the company build a fire monitoring tower.	Positive	Field observation found a fire tower in Batang Garing Estate.	Under consideration to be verified in Criteria 5.5
	Not yet know certainly that PT TSA has prepared programs for HCV identification and management, for example by making information boards.	Negative	Documented evidence available on HCV identification and PT TSA has put sign-boards in the locations identified as HCV areas.	Under consideration to be verified in Criteria 5.2

Public Consultation at the SMP Sukamandang Building

<p>Head of the sub-district of Central Seruyan</p>	<p>Social and Communication, company contribution:</p> <ol style="list-style-type: none"> 1) Traditional rights is acknowledged and respected by the company. 2) To put the emphasis on compromise and to be responsive of communities' aspiration, for example by constructing a well in 2007 when the river was contaminated by waste from Pemantang mill. 3) The organization looks after the interest of the local community by providing employment opportunity in accordance with their talents. 4) Relations with local communities and government are quite well. 	<p>Positive</p>	<p>Based on observation the relation between the two parties is quite cordial.</p>	<p>Explained in indicator major 2.2.3, Minor 2.2.2, criteria 2.3, indicator minor 6.2.2 and criteria 6.11</p>
<p>Chief of Police Central Seruyan</p>	<p>Disappearing biodiversity</p>	<p>Negative</p>	<p>Organization has identified the species and the flora in HCV document; and the company has prepared the planning and management of HCV areas.</p>	<p>Explained in criteria 5.2</p>

Head of Kawan Batu village	Lack of response with regard to community proposal (request for assistance)	Negative	Organizations already have procedures for communication with the community, and indeed found that the procedure has not been effectively socialized to serve targeted communities so that they appear a negative view of society, such as people's aspirations that have not been followed up	explained and considered in indicator minor 6.2.2
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4.0	ACKNOWLEDGEMENT OF CERTIFIED ORGANISATION'S INTERNAL RESPONSIBILITY
4.1	Official acknowledgement of the assessment findings
	<p>The representative of the management of the company being assessed hereby acknowledged the result of the assessment and description in the report in its entirety, including the non conformance findings.</p> <p style="text-align: center;">Signed on behalf of:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>PT TEGUH SEMPURNA Head of TOEM Minamas Plantation</p>  <p><u>Mohammad Pirabaharan</u></p> </div> <div style="width: 45%;"> <p>PT MUTUAGUNG LESTARI Lead Assessor</p>  <p><u>Aryo Gustomo</u></p> </div> </div>

ANNEXES

Annex 1 Checklist of Main Assessment for RSPO Certification in PT. Teguh Sempurna

RSPO Ref.	RESULT OF VERIFICATION From MUTU-Certification	Status
PRINCIPLE #1 COMMITMENT TO TRANSPARANCY		
1.1	Oil palm growers and millers provide adequate information to other stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	
Major		
1.1.1	Record on request for information	
PA	<p>TSA has prepared a facility to collect information from its stakeholders in the form of a Suggestion Box placed in each Divisional Office, and it also provides a folder to save the record on request and information response. However, according to PSD staff until March 2010 not a single request for information on the company was received from the stakeholders. Based on the index of incoming mail, since 2004 until December 2009, the company has received 26 letters from the Regional and Local governments and yet none of them were requesting information on the company.</p> <p>TSA also has an established procedure for Information Request (SOP/TSA/008), wherein a request for information must be submitted in writing to the Operational Unit Manager; draft of the response shall be prepared by the Section Head/ Head of Administration; and the response to this request for information shall be delivered after it is signed by the Operational Unit Manager or if necessary by the Head of Department.</p>	√
MA	<p>During the Main Assessment the company may reveal the mechanism for requesting information in the form of Procedure for Requesting Information (SOP/TSA/ 008) and Suggestion Box Procedure (without number). Listed among the request for information are:</p> <p>1) Letter requesting flood assistance from the village head of Kawan Batu, numbered 140/21/Pemdes dated 24 August 2010.</p> <p>2) Notification letter on the capital investment supervision and monitoring No 050/865/Bapp-IV/2009.</p> <p>Non conformance is not found in this indicator.</p>	√
S1		
S2		
S3		
S4		
1.1.2	Record on the response for information request	
PA	Until pre assessment activity is done, TSA did not receive a single request for information from the stakeholders. See indicator Major 1.1.1 above.	√
MA	<p>The company already provides feedback and follow-up on the request above. (see indicator Major 1.1.1)</p> <p>For point 1: the company delivered the assistance, and the evidence was a report signed by the village head and TSA manager. Point 2: by providing report addressed to head of BKMD on capital investment activity (LKPM) L2 for the period of 2009 and as a evidence were a delivery report No. 033/ L & ASD-Bjb/TSA/II/ 2010.</p> <p>Non conformance is not found in this indicator.</p>	√
S1		
S2		
S3		
S4		

1.1.3	Record of requests and information responses shall be kept for a duration which length shall determined by the company based on its importance.	
PA	TSA has determined the duration for record keeping for request and information responses from stakeholders which is embodied in PT TSA RSPO Document List. However, the length of the duration is not proportional. For instance, the record for the request of information from the Regional and Local Government is set "for the duration", meanwhile the letters saved in the folder have no duration. Non conformance in this indicator is Comment for Action (CFA-2010.01)	X
MA	PT. TSA has set duration of document keeping for 3 years for documents concerning request for request and information response listed in the file index. Therefore, the non conformance CFA-2010.01 is declared closed.	√
S1		
S2		
S3		
S4		
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.	
Major		
1.2.1	Type of information and response given shall cover the documents which conform to the governing national regulation.	
1.2.1a	Legal: Licensing documents (Location Permit, Plantation Business License, Land Use Certificate HGU or documents related to the management of HGU in accordance with its stages.	
PA	The company possess HGU Certificate No, 10 which valid until 9 August 2034 for an area measuring at 16,601.65 ha (Measuring Document No. 03/1999).	√
MA	Company information available to the public, including: - Decision Letter of the Provincial Government of Central Kalimantan No 811/GKGTG/1992 dated 23 December 1992 on the Land Provision for Palm Oil Plantation - Letter No. 2057/460/BPN/XII/1993 from the Head of Land Office District of Kota Waringin Timur on the Location Permit for PT TSA palm oil plantation dated 16 December 1992. - Letter on Area Release from the Ministry of Forestry No. 640/Kpts-II/1996 on the Release of part of forest region from the River Semilat forest group located at the District of Kota Waringin Timur , Province of Central Kalimantan under the name of PT Teguh Sempurna dated 8 October 1996. - HGU Certificate No. 10 valid until 9 August 2034, for an area measuring at 16.601,657 ha (Measuring Document No. 03/1999) reaffirmed by the Decision Letter of the State Minister for Agrarian Affairs Head of the BPPN No. 63/HGU/BPPN/1999 on the Provision of Land Use Rights on a Plot of Land Located in the District of Kota Waringin Timur, the Province of Central Kalimantan.- Decision of the State Minister for Agrarian Affairs / Head of the National Land Agency No. 63/HGU/BPN/99 on on the Provision of Land Use Rights on a Plot of Land Located in the District of Kota Waringin Timur, the Province of Central Kalimantan. - Registration for Plantation Permit (Surat Pendaftaran Usaha Perkebunan) from the Minister of Forestry and Plantation No.444/Menhutbun-VII/2000 dated 25 April 2005	√
S1		
S2		
S3		
S4		
1.2.1b	Environment: Document Environmental and Social Impact Analysis (AMDAL / UKL-UPL), Management and Environmental Monitoring Report (Report RKL-RPL)	
PA	Documents RKL/RPL are available, was approved by Minister of Agriculture: 35/ANDAL/RKL-RPL/BA/X/1998 dated 9 October 1998 Concerning Approval of ANDAL and RKL-RPL PT Kridatama Lancar and PT Teguh Sempurna. Approval of these documents into a single unit with an adjacent sister company.	√

MA	During the main assessment the company managed to show the available document on the environment, including: 1. RKL/RPL approved by the Minister of Agriculture: 35/ANDAL/RKL-RPL/BA/X/1998 dated 9 October 1998 on the Agreement on ANDAL and RKL-RPL PT Kridatama Lancar and PT Teguh Sempurna. 2. License for waste water utilization on ground through a Governor Decision SK No. 160/393/III/BLH on the license to utilize the waste water on ground by PT Teguh Sempurna Plantation 3. Temporary permit to store Hazardous waste with a permit from Head of District Seruyan No.302 /2010	√
S1		
S2		
S3		
S4		
1.2.1c	Social: Documents related social activity and community relation.	
PA	Also available in the list of RSPO documents list documents related to Man Power and CSR, such as list of JAMSOSTEK Recipients, housing facilities, school, etc.	√
MA	During the Main Assessment the company was able to show publicly available documents related to social activities including: List of employees, JAMSOSTEK recipients and a recapitulation of assistance to the surrounding community/ local government.	√
S1		
S2		
S3		
S4		
1.2.1d	Documentation on Occupational Health and Safety.	
PA	A list of documents on Health and Safety , fire safety equipments, PPE for workers, etc	√
MA	Documentation on Occupational Health and Safety (OHAS) program is available, in the form of policy on work health and safety, Committee of OHAS organization structure, and a list of HIRAC safety equipment and a map pointing to the evacuation route in an emergency.	√
S1		
S2		
S3		
S4		
1.2.1e	Documentation on the Continuous Improvement Program	
PA	Documentation on improvement program is responded immediately from the letter or information received. However, their inputs are not recorded as explained above.	√
MA	Documentation on the Continuous Improvement is listed in the procedure and data of company's operation monitoring, such as Manager Report.	√
S1		
S2		
S3		
S4		
1.2.2	Record of request and information responses are saved for a duration which is determined by the company based on its importance.	
PA	Referring to the PT TSA RSPO Document List, the duration for record keeping of request and information responses have not been set clearly, for instance the request from the Regional and Local Government is stored for the duration. The company is urged to review its policy on the duration of document keeping in accordance with its importance. Non conformance in this indicator is Comment For Action (CFA-2010.01).	X

MA	PT. TSA has set duration of document keeping for 3 years for documents concerning request for assistance and information response listed in the file index. Therefore, the non conformance CFA-2010.01 is declared closed. .	√
S1		
S2		
S3		
S4		
PRINCIPLE #2 : COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS		
2.1	There is compliance with all applicable local, national and ratified international laws and regulations.	
Major		
2.1.1	Evidence of compliance with applicable laws and regulations.	
PA	TSA has in its possession a list of applicable laws and regulations as a reference; however, some are not up to date or evaluated for conformance. For instance, Act. 18/2004 art. 25 (on Palm Oil plantation), Government Regulation PP74/2001 on the management of Hazardous Waste (B3), Ministerial Decision of Environmental Agency 51/10/1995 on the Measurement of Liquid Waste , Ministerial Decision of Environmental Agency 13/MenLH/3/1995 on measurement of static emission, Ministerial Regulation of Man Power 5/Men/1996 on the Work Safety Management System, Ministerial Decision of Environmental Agency 45/2005 on the Guidelines for reporting RKL/ RPL, etc Non Conformance in this indicator is NC-2010.02	X
MA	Based on a review on several regulations during the main assessment, PT TSA has fulfilled the applicable laws, including: - The company has in possession the HGU Certificate No 10 of 1999 which is valid until 2034, and document on environmental impact analysis, this conforms to the provisions in Law No. 18 of 2004 article 25 on plantation and Law No. 5 of 1960 on Main Agrarian Regulations. - The company has managed Hazardous materials (B3) in a special warehouse for chemicals and complementing it with the Material Safety Data Sheet (MSDS) in accordance with the Government Regulation (PP) No.74 of 2001; and the company has also set up B3 markings in accordance with the Regulation of the Minister of the Environment No. 3 of 2008. -The company has the license to store Hazardous waste in accordance with Government Regulation PP No.18 of 1999. Document of the Head of the District of Seruyan No.302 of 2010 on Permit to Temporary Store Hazardous waste materials (B3) PT Teguh Sempurna. -The company has conducted test on the quality of waste water in the mill every month in line with the provisions of the Regulation of the Minister of Environment No 51 of 1995. Test results from the period between January 2010 and July 2010 are available. -The company has conducted static emission test for the boiler and generator in accordance with the Regulation of the Minister of the Environment No.13 of 1995 on the testing of static emission test. - The company has and is applying a Health and Safety (K3) policy in the plantation and at the mill in accordance with the Regulation of the Minister of Man Power No. 5 of 1996 on the Work Health and Safety Management System (SMK3). The company is preparing itself SMK3 Certification and if everything goes as planned the company is getting its SMK3 Certificate in 2011. - The company has reported the implementation RKL-RPL every 6 months in accordance with the Regulation of the Minister of Environmental 45/2005. The non conformance status of NC-2010.02 is declared closed.	√

S1		
S2		
S3		
S4		
2.1.2	Evidence on the effort to adjust to the changing regulation.	
PA	Evidence on the effort to adjust to the changing regulation is not available and The list of the laws and regulations used as referral has not been updated. See indicator Major 2.1.1 above Non conformance in this indicator is NC-2010.02	X
MA	Mechanism for adjusting to the changes in regulations is contained in the document of The Procedure of Fulfilling the Legal Requirements (See indicator Minor 2.1.2). Available evidences include: - Amendment to Regulation on the Periodic Reporting on Company Performance to BKPM-D (Regional Coordinating Body for Capital Investment). Regulation of the head of BKPM No.13 of 2009 stipulates that the reporting of capital investment activity of a company (LKMD) is done once a year for L2 investment and once every 6 months L1 investment; the Decision Letter of the Head of BKPM No 07 of 2010, stipulates on the amendment of the previous regulation, wherein the reporting for L1 investment is now once every 3 months, and for L1 once every 6 months. The Regulation took effect as of March 2010. PT TSA has communicated with the Provincial BKPM of Central Kalimantan and it will submit its report for the next period in accordance with the new regulation. Non conformance status of NC-2010.02 is declared closed.	√
S1		
S2		
S3		
S4		
Minor		
2.1.1	Evidence of a documented system containing information and legal regulations which must be fulfilled by a plantation company	
PA	A list of legal requirements and regulations which must be complied by the company are available on location and they have been shown. However, there is no information of the articles connected to the activity of palm oil plantation or PKS. Non conformance in this indicator is NC-2010.02	X
MA	Document on the Evaluation of the Fulfilment of Regulations 2010 and a document on the Summary of Laws and Regulations connected to the Activity, Product and Services in the operational unit of Minamas Plantation. The document contains the entire regulations which must be fulfilled by a company engaging in the business of plantation and an evaluation of the fulfilment of the articles of said regulations. Non conformance status of NC-2010.02 is declared closed.	√
S1		
S2		
S3		
S4		
2.1.2	Mechanism for evaluating the implementation of applicable laws and regulations.	
PA	The organization is not able to demonstrate the mechanism for evaluating the implementation of applicable laws and regulations. Non conformance status in this indicator is NC-2010.02	X

MA	<p>Document on the Procedure on Terms and Conditions No Policy 701/TQEM-ESH/10 stipulates the mechanism for evaluating the implementation of applicable laws and regulations on plantation activity. The Plantation Support Department , the Legal and Permit group and EWSH Manager are charged with the identification, preparation of the summary, storing, monitoring updating and evaluating all the applicable laws and regulations including any amendment thereto. The Estate Manager is tasked with the duty to communicate the summary of said regulations and monitor their implementation. Mechanism for identifying the regulation is done by maintaining a communication with concerned governments institution and non governmental institutions and to actively updating the newest regulations from the internet. If there is a change, the legal and permit bureau and PSD shall immediately communicate and informing the changes to the estate manager. Monitoring of the implementation of the regulation is done communicating the summary to the units and monitors its implementation through inspection, data analysis, internal or external audit.</p> <p>Non conformance of NC-2010.02 is declared closed.</p>	√
S1		
S2		
S3		
S4		
2.2	The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.	
Major		
2.2.1	Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land.	
PA	HGU Certificate No. 10 valid until 9 August 2034 for an area of 16,601.66 ha (Document of area measurements No. 03/1999).	√
MA	<p>The Decision of the State Minister for Agrarian Affairs/Head of the National Land Agency, No. 63/HGU/BPN/99 on the Provision of Land Use Rights on a plot of land located in Kota Waringin Timur, the Province of Central Kalimantan, in the consideration of point e "the committee for land review (committee B) Province of Central Kalimantan in its review No. 04/PPTB/I/95 dated January 13, 1995, stated that there are no indigenous land within the area. PT TSA obtains land provision for palm oil plantation from the Provincial Government of Central Kalimantan through a Letter No 811/GKTG/1992 dated 23 December 1992. PT TSA obtains the Location Permit for palm oil plantation on 16 December 1993 from the Head of Land Office District of Kota Waringin Timur in a Letter No. 2057/460/BPN/XII/1993. The area for PT TSA was released in accordance with a Letter of Release by the Minister of Forestry No. 640/Kpts-II/1996 on the Release of parts forest in the area of Semilat River located in the District of Kota Waringin Timur, the Province of Central Kalimantan, for an area of 16,300 ha for a business of palm oil cultivation under the name of PT Teguh Sampurna dated 8 October 1996. PT TSA obtained its Plantation Permit from the Minister of Forestry and Plantation Numbered 444/Menhutbun-VII/2000 dated 25 April 2005. PT TSA obtained its HGU Certificate No. 10 valid until 9 August 2034, for an area measuring at 16,601.657 ha (Document of area measurements No. 03/1999), which was reaffirm later by a Decision Letter by the State Minister for Agrarian Affairs Head of BPPN No. 63/HGU/BPPN/1999 on the Provision of Land Use Rights for a plot located in the District of Kota Waringin Timur, the Province of Central Kalimantan.</p> <p>Based on PT TSA's area statement data, there is an occupied are measuring at 1,418 ha. Verification by the assessor team to the location and to community leaders in the village of Tabion and the company, revealed that both parties, the company and the communities agree to respect each other and—wherein the Tabion village communities were the first in the region. The area in question is not included in the company's area management planning for oil palm planting; the HCV Identification puts location of the area in HCV 1.2, 1.3, 4.2, 4.4, 5 and 6.</p>	√
S1		
S2		
S3		
S4		

2.2.2	Evidence that legal boundaries are clearly demarcated and visibly maintained.	
PA	A document containing the list of coordinates and Book containing the location of boundary markers of KLR/TSA No. BM-BPN KLR/TSA 01 until BM-BPN KLR/TSA 98 issued by the Directorate of Measurement and Mapping of the National Land Agency, instalment from April until August 2005. PSD staff explained that the maintenance of border poles is done periodically every 6 months.	√
MA	<p>During the main assessment activity, the company managed to show document of measuring book of coordinates and boundary markers of PT TSA No. BM-BPN KLR/TSA 01 until BM-BPN KLR/TSA 98 issued by the Directorate of Measurement and Mapping of the National Land Agency, instalment from April until August 2005.</p> <p>Based on the verification of the assessor team in the field found HGU boundary markers number 64 that is well maintained.</p> <p>The company also performed maintenance of HGU boundary markers and documenting it. Evidence of Monitoring/ Maintenance of BPN boundary markers done from 9 December 2009 to 11 March 2010 (Block W43-W58 boundary markers 64 and 57) is available.</p>	√
S1		
S2		
S3		
S4		
2.2.3	Where there are, or have been, disputes, additional evidence of legal acquisition of title and that fair compensation has been made to previous owners and occupants; and that these have been accepted with free prior and informed consent.	
PA	<p>Recapitulation on Stage 11 of land acquisition in December 2009 for 13 cases covering an area of 103.2 ha, under the name of Alus/ Junai, F. Sinel, Budiman, Basrin, Salman, Ardiansyah, Agus, Odong, Hendi, Igong, Sugian, Ruslan, Juanda.</p> <p>Will be verified during the main assessment.</p>	√
MA	During the main assessment the company managed to show the on the Recapitulation of Land Claim Release which contains the minute of meetings with the Local Government and the communities on May 30, 2009; evidence of receipt and release of rights over land under the name of Alus/ Junai, F. Sinel, Budiman, Basrin, Salman, Ardiansyah, Agus, Odong, Hendi, Igong, Sugiyon Bin Yusran, Juanda, Ruslan Dwi Antoro, Atah Bin Entau. All land disputes involving PT TSA have been settled with a compensation mechanism.	√
S1		
S2		
S3		
S4		
Minor		
2.2.1	Evidence that land clearing has been settled with a Free Prior and Informed Consent.	
PA	See indicator Major 2.2.3	√
MA	See indicator Major 2.2.3 above; Document containing a Recapitulation of Land Claim Release which contains the minute of meetings with the Local Government and the communities on May 30, 2009; evidence of receipt and release of rights over land under the name of Alus/ Junai, F. Sinel, Budiman, Basrin, Salman, Ardiansyah, Agus, Odong, Hendi, Igong, Sugiyon Bin Yusran, Juanda, Ruslan Dwi Antoro, Atah Bin Entau.	√
S1		
S2		
S3		
S4		

2.2.2	The availability of mechanism in dispute settlement	
PA	will be verified during the main assessment	√
MA	During the main assessment PT TSA managed to show a mechanism for Land Claim dispute Settlement (SOP/TSA/007) which contains a flow chart illustrating the procedure for settling Land Claim Dispute through discussion by involving a third party (the Regional Government).	√
S1		
S2		
S3		
S4		
2.3	Use of the land for oil palm does not diminish the legal rights, or customary rights, of other users, without their free, prior and informed consent.	
Major		
2.3.1	Record of negotiation between holder of traditional rights (if any) and the oil palm company, complete with a record of map with an appropriate scale.	
PA	TSA has the legal rights on the land in the form of HGU Certificate No. 10 valid until 9 August 2034 for an area of 16,601.657 ha. The certificate was issued by the authorized agency (The National Land Agency). However, to convince the stakeholders, that within the area there is no traditional rights of ownership, the company is suggested to obtain written confirmation from an authorized agency. Will be verified further during the main assessment. Non conformance in this indicator is Comment For Action (CFA-2010.03)	X
MA	The company showed a documented evidence of the Decision by the State Minister for Agrarian Affairs/ Head of National Land Agency No. 63/HGU/BPN/1999 on the Provision of Land Use Rights on a plot of land located in Kota Waringin Timur, the Province of Central Kalimantan, in the consideration of point e "the committee for land review (committee B) Province of Central Kalimantan in its review No. 04/PPTB/1/95 dated January 13, 1995, stated that there are no indigenous land within the area". Statement of Tabion Village Head Desa Pematang, M.Dirin and acknowledged by Head of Pematang Village, Hondervick, MB, S.Pd, dated may 3, 2010. Statement from the Head of community Tajur Beras Desa Kawan Batu (Arwinto) and acknowledged by the Village of Head Kawan Batu, Dariani, on May 3, 2010 that there is no traditional land ownership around area owned by PT TSA. Based on the interview between the assessor team and Mr. Suryado (community leader in Tabion Village) revealed that there is no traditional land ownership around the area owned by PT TSA. Hence, this criteria is no longer applicable in the audit and the status of non conformance CFA-2010.03 is declared closed.	√
S1		
S2		
S3		
S4		
2.3.2	Maps of an appropriate scale showing extent of recognised customary rights	
PA	See indicator Major 2.3.1	
MA	Not applicable; See Indicator Major 2.3.1	
S1		
S2		
S3		
S4		
2.3.3	The copy of the agreements which have been negotiated, complete with stages towards the agreement.	
PA	See indicator Major 2.3.1	

MA	<i>Not applicable; See indicator Major 2.3.1</i>	
S1		
S2		
S3		
S4		
PRINCIPLE 3 # COMMITMENT TO LONG TERM ECONOMIC AND FINANCIAL VIABILITY		
3.1	There is an implemented management plan that aims to achieve long-term economic and financial viability.	
Major		
3.1.1	A documented business or management plan (minimum 3 years) are available	
PA	Long term plan in the form of 2010/2011 Budget Presentation & 2012-2014 Projection of PT Teguh Sempurna, consisting of: <ul style="list-style-type: none"> - Projection of Annual Production plant year 2010 – 2014 - Actual and Estimated Production 2009/2010 - Areal Statement - Plant Population - Fertilization History - Work Force Position - Non Plant Capital Recapitalization 2010 – 2014 - Vehicles - Total Cost and Composition - Total Cost Analysis - General Cost Analysis (ESH cost, social and general cost) 	√
MA	PT TSA has prepared a long term work document in the form of 2010/ 2011 Budget Presentation & 2012-2014 Projection, PT Teguh Sempurna, consisting of Pematang Factory, Pematang Estate, Hatantiring Estate, Batang Garing and Kawan Batu Estate. The document contained the following information: Projection Annual Production per year for 2010 - 2014, Actual and Estimated Production 2009/2010, Areal Statement, Plant Population, Fertilization History, Work Force Position, Non Plant Capital Recapitalization 2010 – 2014, Vehicles, Total Cost and Composition, Total Cost Analysis, General Cost Analysis (ESH cost, social and general cost)	√
S1		
S2		
S3		
S4		
Minor		
3.1.1	Annual replanting program, where applicable, projected for a minimum of 5 years with yearly review.	
PA	Replanting program in the form of 2010 – 2030 Long Range Replanting Program for Kawan Batu Estate and Pematang Estate, and the criteria for replanting has been determined: minimum age 20 years and yield per ha between 14 to 16 ton; 4% of the total hectare planted or a maximum of 400 ha per year.	√
MA	Based on the areal statement, in the next five years no replanting has been planned, the oldest planting year was 1996 (where in 2010 the plant ages will 16 years old. Therefore, according to the replanting criteria, the replanting will be done when the plant reaches 20 years, in other words, in 2016.	√
S1		
S2		
S3		
S4		

PRINCIPLE # 4 USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS		
4.1	Operating procedures are appropriately documented and consistently implemented and monitored.	
Major		
4.1.1	SOP Plantation began from Land Clearing until Harvesting.	
PA	SOP Plantation available: 1) Agricultural Reference Manual 110/EST-ARM/08, Minamas Plantation, validated on August 19, 2008 by the CEO (Franky Anthony). No Copy: 20.11.12, Date of distribution December 22, 2008. Consisting of: plant material, breeding technique, replanting, land preparation, plant maintenance, fertilization, plant fertilization has not yielding any results, TBM fertilization with empty stages, Ablation, standard of maturity, harvest cycle, collecting falling fruits. 2) SOP on Manual Agronomic Practices - Oil Palm, validated December 1, 2004, the Group Head of Plantation Indonesia. Consisting of: seedling, land preparation, land and water conservation, constructing and maintaining road/ bridges, planting nuts, planting palm oil, controlling weed, pest, diseases, pesticide and its management, fertilization, main stem, harvest, transport management, peat/wet soil, administration.	√
MA	Agricultural Reference Manual and Agronomic Practice Manual have been distributed to the estate manager and division assistant. There has been socialization of the document, and the document has already been implemented on site. Such as: fertilization, standard of maturity, harvest cycle, and collecting falling fruits	√
S1		
S2		
S3		
S4		
4.1.2	SOP Mill from receiving TBS until dispatching CPO and PKO is available.	
PA	Palm Oil Mill of Pemantang - PT TSA has established a procedure related to palm oil mill activity. The procedure is a document of Standard Operating Procedure for Palm Oil Mill, containing the procedure for receiving fruits, boiling, cutting, mixing, sieving, purification and separation of seeds, kernel until storage. All of these steps are controlled and documented.	√
MA	PT TSA has distributed the said guidelines to related staff. Socialization of the document was effective and was done at the factory.	√
S1		
S2		
S3		
S4		
Minor		
4.1.1	Evaluation or monitoring of operational activities at least once a year.	
PA	Audit on operational activity consists of: - Plantation Advisor, an audit on the progress of work activity in the plantation. Done twice a year. Record of Plantation Advisor Report for the period of 22 to 25 February 2008 and 7 -9 August 2009 are available. - Internal Audit, a routine check every 6 months, including accounting, physical check in the field, implementation of work procedure and operational cost. Result of internal audit from the period of July to December 2009 is available. -External Audit, examination of a number of assets including buildings, vehicles, fertilizers, chemicals and others. Done once a year. Stocktaking by Price Waterhouse Cooper is available (fertilizer and chemicals), April 30, 2008.	√

MA	Verification of audit on operational activities during main assessment is as follow: - Monthly Report. Done every month, contains information on the general condition of the estate, example: monthly report for August 2010 PT Teguh Sempurna – Hatantiring Estate. - Plantation Advisor an audit on the implementation of work procedure at the plantation and the mill. Done twice a year. Example: record of Plantation Advisor Report Hatantiring Estate for the period of July 2009 to March 2010 and Action Plan from the Hatantiring management on the Plan Advisory report No 25/EM/HPO/HTE/VII/2010/s. - Internal Audit, a routine audit every 6 months on accounting, physical check in the field, implementation of work procedure and operational cost. Example: result of the internal audit No: PL_0910_1185_HTE.P_RTN2_SR Project Name: Hatantiring Estate (PT. TSA) dated 16 July 2010.	√
S1		
S2		
S3		
S4		
4.1.2	Records of the result of operational activities are available.	
PA	Results of operational activity includes: - Report from the plantation init of PT Teguh Sempurna, Kawan Batu Estate, November 2009 and February 2009.	√
MA	Record of the results of operational activity, consists of Monthly Report, done every month containing general condition of the estate and a breakdown of activities of the estate in one month, including: the estate's general condition, TBS and CPO production data, realization of fertilization, maintenance activity (spraying, pruning and pest control), restocking the chemical warehouse, etc. Example: Monthly Report for August 2010 plantation PT Teguh Sempurna Hatantiring Estate.	√
S1		
S2		
S3		
S4		
4.2	Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.	
Minor		
4.2.1	Record of periodic analysis of visual, soil, leaves	
PA	Available: 1) Final Soil Survey Report - Laporan Akhir Survai Tanah – a review and evaluation of the land viability of Kawan Batu Estate in 2005. Preliminary survey or observation survey is only done once, followed by a detailed soil survey done only once. After that there will be a periodic soil survey, however the period for these follow up survey have not been established, and there is no evidence that the result the soil analysis is used as a consideration in recommending fertilization. 2) Document on the Analysis of Leaves Nutrient Substances by PT Teguh Sempurna for 2007, 2008, and 2009. Analysis is done once a year by picking up a sample leaves. 3) Document on the Fertilization Recommendation. This document describes the recommended fertilizer given based on the leaves analysis. The organization has conducted and documenting soil survey, however, the company has not established a periodic schedule for soil analysis; and there is no evidence that the result the soil analysis is used as a consideration in recommending fertilization. Non conformance in this indicator is NC-2010.04	X

MA	<p>Result of main assessment:</p> <p>Record of soil analysis for each estate is available, for example: document of Final Report of Soil Observation at Kawan Batu Estate done in 2005. The report contains the result of soil detail analysis, topography condition, land classification and land map unit. According to a staff of Minamas Research Center (MRC) the periodic soil analysis will done once every 5 years after the completion of soil detail analysis survey.</p> <p>Analysis of leaves nutrient is done once a year, using a method of collecting leaves sample in each block, and then the leaves are tested at Minamas Research Center's laboratory. The result of leaves analysis will be used as a consideration when recommending the fertilizer dosage. Record sample: Leaf Sampling Test PT Teguh Sempurna of 2009.</p> <p>Document on Fertilization Recommendation for the year 2009-2010 also available, the document explains the dosage for inorganic fertilization (for instance: Urea, MOP) based upon the status of leaves nutrient, rain fall, historical production, plant's visual observation and the result of soil analysis.</p> <p>The Organization has established the period for the periodical soil analysis; and the result of soil analysis is used as a consideration in recommending fertilizer dosage. The status of non conformance of NC-2010.04 is declared closed.</p>	√
S1		
S2		
S3		
S4		
4.2.2	Record of the activity to maintain and increase land's fertility (through fertilization, planting nuts, applying terracing, and land application) based on the result of analysis in 4.2.1.	
PA	<p>Available:</p> <ul style="list-style-type: none"> - Record of fertilization program and realization, for example document on Block Manuring System Kawan Batu Estate 2008/2009. - Record on the realization of Empty Fruit Bunch Application in 2009. - Record on the planting of seedling for the period of 2009/2010 Kawan Batu Estate PT TSA. 	√
MA	<p>The company is conducting a number of activities to maintain and increasing soil fertility by:</p> <ul style="list-style-type: none"> - Inorganic fertilization, sample record: Block Manuring System Kawan Batu Estate, containing the program and realization of fertilization for the year 2008/2009 - Program and realization of Empty Terracing for the year 2009/2010. The dosage for empty fruit bunch application is 40 tonnes/ha. Applied area mainly area with a planting year 1997 because it's close proximity to the mill. - Effluent Waste Application for the period of July 2010 in Hatantiring Estate. The flatbed area applied for one rotation was 148 ha, applied volume 33,353 M³; actual dosage used 225 M³/ha 	√
S1		
S2		
S3		
S4		
4.3	Practices minimise and control erosion and degradation of soils.	
Minor		
4.3.1	Marginal Soil Map is available.	
PA	<p>Map which illustrates the spread of soil type and land slope in the form of document on Land Map Unit of Kawan Batu Estate, published by the Research Department in July 2009. However, the map does not provide a clear illustration on the existence of marginal land and the map is not equipped with legends in accordance with mapping principles, for instance it does not have scale.</p> <p>Non conformance in this indicator is NC-2010.05</p>	X

MA	During the main assessment, the company was able to show a marginal soil map, in the form of PT TSA Marginal Soil Map, published by the Research Department, the map was equipped with information on scale, direction (North), coordinates and legends. The map illustrates the existence of marginal soil (slope > 30% and low nutrient content) in each estate, for example the area of marginal soil in Pemantang Estate is 34 ha, in Kawan Batu 48 ha and in Batang Garing Estate 400 ha. Non conformance status of NC-2010.05 is declared closed.	√
S1		
S2		
S3		
S4		
4.3.2	Strategy for planting on the area with a certain slope (taking into account soil condition and local climate) is available.	
PA	Constructing terraces and seal pit, planting Nephrolepis on terraces wall, arranging the leaves with U-shape stacking, and plat form construction are intended to stop the flow of erosion. - Land Conservation Program at the Kawan Batu Estate for the Year of 2008/2009, 2009/2010 and 2010/2011 are available, including seal pit construction, Nephrolepis planting, horse shoe construction and constructing contour. - Program and realization of Nephrolepis planting for the year 2009/2010. For instance, in March the plan called for planting an area of 4 ha in Block U62, realization of the pan was 4.74 ha. Monitoring scheme for plat form construction and measuring the flow of erosion are not available. Non conformance in this indicator is NC-2010.06	X
MA	For planting area with a slope > 30%, the company has conducted a measurement of erosion flow using the erosion stakes method. The method was used for the first time in July 2010, erosion stakes have not been placed throughout PT TSA area. However, the company has set up a program to install erosion stakes in places with a certain slope by the end of 2010. Observation on erosion flow is done once a month. Record on erosion measurement is available for Pemantang Estate, wherein a erosion 1 mm was recorded in Block 030. Record on the monitoring of plat form is also available, for instance the Planned and Realization on the construction of plat form in Batang Garing Estate in 2009/2010. Status of non conformance of NC-2010.06 is declared closed.	√
S1		
S2		
S3		
S4		
4.3.3	The availability of road maintenance program.	
PA	Road maintenance is done by paving the road with laterite soil. Document on the road hardening is available in the form of PT TSA Road Condition for September 2008, and a map of road pavement in Kawan Batu Estate in 2007/2008 and 2008/2009.	√
MA	As seen during the pre assessment stage, the company already has a road maintenance program.	√
S1		
S2		
S3		
S4		

4.3.4	Program to manage the water level on peat soil to minimize the lowering of peat soil surface	
PA	<i>Not applicable</i> ; based on soil survey document there is no peat land in PT TSA area.	N/A
MA	<i>Not applicable</i> ; based on soil survey document there is no peat land in PT TSA area.	N/A
S1		
S2		
S3		
S4		
4.3.5	Strategy for managing marginal soil and other critical land (sandy soil, soil with a high content of sulphuric acid, low organic content) are available	
PA	PT TSA's strategy for managing marginal soil includes: - Empty fruit bunch (EFB) application on infertile land, based on visual observation, the area near the mill is sandy with a low production history. Record is available on the EFB application in Kawan Batu Estate, December 2009, however, its effectiveness have not been evaluated. - Nephrolepis planting, throughout the area, all workers are obliged to plant Nephrolepis in areas not planted. Program and recording and evaluation are not available. - Seal pit construction on flat or sloped land, which serves as a collector for water and anything that was dragged by water. Document on the program and the cost for constructing seal pit in Kawan Batu Estate is available; however, no evaluation is available. The company is urged to evaluate the effectiveness of planting strategy on marginal soil. Including the application of terraced structure, Nephrolepis planting and seal pit construction. Non conformity in this indicator is Comment For Action (CFA-2010.07)	X
MA	During the main assessment, the company managed to show the record on the evaluation of effectiveness of land and water conservation on marginal soil; for instance, Empty Fruit Bunch application for improving land fertility and increasing the element of nutrient in the soil, the planting of Nephrolepis can reduce the amount nutrient washed away by water and reducing erosion, seal pit construction to reduce run-off and as water collector. Non conformance of CFA-2010.07 is declared closed.	√
S1		
S2		
S3		
S4		
4.4	Practices maintain the quality and availability of surface and ground water.	
Major		
4.4.1	Protecting the water flow and wet land are also a part of the effort to protect and maintain the river bank during and before planting.	
PA	<ul style="list-style-type: none"> • TSA has conducted a number of efforts to protect water and peat soil including: <ul style="list-style-type: none"> - Establishment of a buffer zone in the river banks with a width of 10 m on each side of the banks and 5 m on each sides of the gutter. The width of the buffer zone need to be reviewed by consultation with competent authority (the Ministry of Forestry). - Planting forest plants such Angsana, Mahoni, Waru, along the river banks - No spraying or fertilizing in the buffer zone. • Buffer Zone program for the period of May - December 2009, including: <ul style="list-style-type: none"> - to free 2 lines of palm trees along the river banks from any chemical related activity - the planting of forest plants such as Mahoni, Sungkai, Angsana, Dadap, Waru, Meranti, and Akasia with a plant distance of 8 m - the planting of soft grass, Vertiver and other beneficial plants - marking the buffer zone using wood plank painted in yellow - constructing sign board every 500 meter along the buffer zone - constructing signboard areal buffer zone The width of the buffer zone need to be reconsidered, in line with applicable regulations (Presidential Decision No. 32 of 1990 on conservation area). Non conformance in this indicator is Comment For Action (CFA-2010.08)	X

MA	<p>The organization has a policy regarding Protection Against Buffer Area Policy No. 724/TQEM-SPMS/09, which is defined the width buffer zone to the area along the right and left of the large river as wide as 100 m, and creeks as wide as 50 m. This was in accordance with the regulations on protected areas for the river area (Decree No.32 of 1990). Based on observations in the field, in Block R18 (planting year 1997) which flowed by Sahabu River wide buffer zone will be set as wide as 50 meters are marked with yellow stakes. Along the area of buffer zone companies have planted forest plants such as: Angsana and Mahony, and the company have no application of chemical used in the five lines of the palms near the river. Along the buffer zone area has also been installed Sign board of HCV 4.2 is based on the identification of HCV; those things are an effort to control erosion and sedimentation.</p> <p>The company also has to measure the quality of the water from the river and monitoring well periodically monitored every 6 months. Status non conformance CFA-2010.08 is declared closed</p>	√
S1		
S2		
S3		
S4		
Minor		
4.4.1	Record on the implementation of water management program	
PA	<p>Mill has the waste water treatment plant (IPAL) for managing waste water from CPO and kernel process. The result of waste processing is applied for land application.</p> <p>In order to see the impact of liquid waste (land application) to the environment, PT TSA is conducting a monitoring and measuring the quality of water in monitoring well and the quality of the water in the river using the Government Regulation PP 82/2001 (parameter for water quality) and measurement at IPAL's final pool. The result showed that the water quality is within the approved parameter.</p>	√
MA	<p>Result of the test on the water from the monitoring well done by the Laboratory for Commodity and Environmental Testing – Agency for Research and Industrial Standard - Banjar Baru, Central Kalimantan, for the period of June 2010 is available. The water sample was taken from the monitoring well inside the land application area (i.e. Block T13). The company also compared the result of the test to the established standard (PP No.82 of 2001 on the management of water quality and managing water pollution), and the result showed that the environment parameter is in line with the established standard, for instance result of BOD test was 5.1 mg/l which is lower than the standard 6 mg/l.</p> <p>Test result of water from the river done by the Medical Laboratory-Medical Board - Banjarmasin, Central Kalimantan in July 2010 is available. Water sample was taken from Sahabu River which is used by the company in FFB processing at the mill and for domestic consumption in the employees housing complex. The company also conducted an evaluation of the test result against the standard of quality (Minister of Health Regulation No. 416 of 1990 on the conditions and monitoring of water quality); the test result revealed that in general the environmental parameter is in line with the established standard of quality, except for Cadmium, Mangan and pH balance which is higher than the established standard of quality. This is caused by the process of adding soda ash in the purification process, and it is not perfect; the company has prepared an action plan to correct the dosage of the soda ash so the content of Cadmium, Mangan and pH will in line with the established standard of quality.</p>	√
S1		
S2		
S3		
S4		
4.4.2	Record on the monitoring of the mill's liquid waste	
PA	<p>Monitoring result and BOD monitoring and observation which showed that it still within the established standard of quality. Will be verified within main assessment.</p>	√

MA	Result of the test on waste water for the period between January 2010 –July 2010 done by the Laboratory for Commodity and Environmental Testing – Agency for Research and Industrial Standard, Banjar Baru, Central Kalimantan, is available. Sample of waste water was taken from Pool number 9 which is the last pool flowed to the area for land application. The company has conducted evaluation on tests on waste water against the established standard of quality (Minister of Health Regulation No. 51 of 1995 on the standard of quality of liquid waste for industry) and regulation of the Minister of the Environment 28/2003 on technical guidelines on the utilization of waste water from palm oil industry on the ground in a palm oil plantation; test result revealed that the environmental parameter is in line with the standard of quality, for instance: The result of BOD test for July 2010 is 330 mg/l which is lower than the standard of quality 5000 mg/l.	√
S1		
S2		
S3		
S4		
4.4.3	Record on the monitoring of water utilization for mill per ton FFB	
PA	The Organization has conducted a monitoring of water utilization for mill per ton TBS. That will be verified further during the main assessment	√
MA	Verification result during the main assessment is that the company has conducted a monitoring on the mill's daily water usage and prepares a recapitulation on its monthly usage. Record on water consumption for mill per ton FFB is available. Average use of water per month from June 2009 to June 2010 is 2.1 litter/ton FFB.	√
S1		
S2		
S3		
S4		
4.5	Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.	
Major		
4.5.1	An up to date and documented Pest Control program	
PA	Pest Control program of PT TSA Kawan Batu Estate for 2009/2010 and 2010/2011 is available: - the making of and maintaining nest box for owls to nest to control the rats population - planting beneficial plants to control the spread of worms - Decis as a pesticide to control worm - Lentrek as a pesticide to control termites	√
MA	Still the same as pre assessment. The company has established and implemented an integrated pest control program (IPM), including: - Controlling the population of bag worm and caterpillar by planting beneficial plants (such as: <i>Turnera subulata</i> and <i>Antigonon leptosus</i>) throughout the estate area. For instance planting <i>Turnera subulata</i> in Block R22 - Controlling the population of rats on palm oil trees by using owls (<i>Tyto alba</i>) Since 2008, the company has no longer use pesticide for pest control. Pesticide in the storage room will only be use in case of an outbreak.	√
S1		
S2		
S3		
S4		

Minor		
4.5.1	Records on the monitoring of IPM coverage including the training.	
.	Records on the monitoring of PHT coverage for example: - Recapitulation of the census of fire worms in Kawan Batu Estate for the Period of December 2009. The census is done once in a month throughout the area - Recapitulation of New Attacks of Termites, Rats & Squirrels in December 2009 - Data on the Planting of Beneficial Plants per Division per Block from 2003 to February 2010 - Monitoring of owl nest boxes in the form of a document of the Map of Location of Nest boxes and pests attacks - Recapitulation of the Number of nest boxes, For example: Division 1, eggs 10, young owl 1, adult 0, occupancy 31, number of nest boxes 43. Division 2, eggs 18, young owls 20, adult 0, occupancy 23, number of nest boxes 45 - IPM Training Program of PT TSA of 2009/2010 was planned to be conducted together with other companies under the same group Minamas (PT ITH and PT KLR) from January to March 2010. The IPM training program was designed by Crop Protection division of the Minamas Research Centre. Based on the document, it was found that in January and February 2010 the training was not conducted because the budgeting was taking place in Minamas Plantation, and neither was in March because there has not been any response from the management of PT.TSA.	√
MA	The same as in the pre assessment. The company has documented all the records on the monitoring of IPM coverage.	√
S1		
S2		
S3		
S4		
4.5.2	Records on the monitoring of pesticide toxicity (active ingredient/ LD50 per ton of FFB or per Hectare)	
PA	Record on the monitoring of pesticide toxicity is not available. Non conformance in this indicator is NC-2010.09	X
MA	The organization managed to show the record on the monitoring of pesticide toxicity in the form of document The Monitoring of IPM Toxicity of PT Teguh Sempurna. The record reveals that no pesticide was used to control the pests from 2008 to 2010. The status of non conformance NC-2010.09 is closed.	√
S1		
S2		
S3		
S4		
4.6	Agricultural chemicals are used in ways which are harmless to the health and environment. There is no use of prophylactic from pesticide, except in special circumstances as contained in the guidelines for the best practices. If the agricultural chemicals used are classified as Types 1A or 1B under WHO or the chemicals included in the list of Stockholm Convention or that of Rotterdam Convention, the estate actively seeks alternatives and the process is documented.	
Major		
4.6.1	Evidence on the use of only agro-chemicals which are registered and permitted by the relevant authority.	
PA	Agrochemicals which are used: - LENTREK 400EC, active ingredient: <i>Chlorpyrifos</i> 400 gr/liter. Registration number: RI. 798/4-99/T - INDOSTICK 100/20 AS, active ingredients: <i>Ethylenoxide, Polyvinyl alcohol, kondesat noniphenol</i> . Registration number: RI. 896/9-91/T - Meta-Prima 20 WDG, active ingredient: <i>Metsulfuron-methyl</i> . Registration number: RI. 1897/8-2003/T	√

	<p>- AUDIT 486 SL, active ingredient <i>Isopilamina Glyphosate</i> 486 gr/liter. Registration number: RI. 1836/9-2008/T.</p> <p>- KENLON, active ingredient: <i>Triklopir butoksi etil ester</i>. Registration number: RI. 2433/5-2006/T</p> <p>- GARLON active ingredient: <i>Tryclopypyr</i>. Registration number: RI. 695/8-2003/T</p> <p>- STARANE 200 EC, active ingredient: <i>Klorokspir</i>. Registration number: RI. 854/5-2004/T</p> <p>- BASTA 15 WSC, active ingredient: <i>Ammonium gluphosinate</i> 150 g/l. Registration number: RI. 1113/1-2004/T</p>	
MA	<p>The same as in the pre assessment.</p> <p>The organization has used agrochemicals which are registered and permitted by the relevant authority, as proved by the registration number of each brand or type of chemical substance used, for instance: AUDIT; Registration number RI. 1836/9-2008/T</p>	√
S1		
S2		
S3		
S4		
4.6.2	The record on the use of pesticides (including active ingredients used, the areas where they are applied, amount per hectare and frequency of applications).	
PA	<p>There is a record on the use of pesticides in the form of Maintenance Round of 2009, Division 1 of Kawan Batu Estate containing: chemicals used, types of works, spray rotation, size of area sprayed, and location of blocks which are sprayed: For instance:</p> <p>- Blok P43, the size of area sprayed 24 Ha, chemicals used Glifosat 200 cc/ha and Starane 45 cc/ha, type or work circle spraying, rotation three times in a year.</p>	√
MA	<p>The company has made a record on the use of pesticides in the form of The annual recapitulation of the use of pesticides (2008, 2009 dan 2010) in Pematang Estate, Kawan Batu Estate, Hatantiring Estate dan Batang Garing Estate, signed by their respective managers. For instance: the Monitoring of the Use of Pesticides in Pematang Estate, July 2009 – June 2010, Total Herbicide used of Audit 4,307 liters, area sprayed 10,759 ha (3 rotations), the dosage of Audit used 0.4 liter/ha.</p>	√
S1		
S2		
S3		
S4		
4.6.3	Documented evidence that the agrochemicals used are appropriate with the targeted species, and appropriate dosage, and they are applied by trained workers in accordance with the use instructions and storage instructions on the product label.	
PA	<p>See indicator Major 4.6.2</p> <p>There is a record on the Limited Pesticide Training, on 24 June 2009, which was conducted by Minamas Plantation in cooperation with the Plantation Agency of Kotawaringin Timur District and attended by 83 participants. The attendance list of the participants is available.</p>	√
MA	<p>The same as in the condition during pre assessment.</p> <p>Based on the interview of the spray operator in Block R22 who was conducting circle spraying and harvesting path, it is proved that the spray operator understands the procedure for safe spraying including the use of personal protection equipment, the use of pesticide dosage and first aid for chemical poisoning.</p>	√
S1		
S2		
S3		
S4		

4.6.4	Agrochemical wastes including the disposal of the pesticide containers pursuant to the applicable laws and regulations.	
PA	<p>Pesticide containers are only rinsed in a special place and stored in the warehouse in the estate and the factory. While the pre-assessment was being done, the place for storage of pesticide containers was still being constructed and a permit for the storage of hazardous and poisonous wastes (limbah B3) had been submitted to Head of District of Seruyan District pursuant to Letter Number 053/TSA/L&ASD-Bjb/III/2010, dated 22 March 2010.</p> <p>A number of documents on the management of agrochemical wastes are among other:</p> <p>1) The Procedure for the Storage of Pesticide Containers SOP/TSA-039 PT Teguh Sempurna. It set outs the procedure for safe storage of pesticides which are regularly checked for any leakage or damage. The empty pesticide containers are returned to the estate warehouse for safe storage. The procedure has not been validated, has not mentioned Government Regulation Number 18 of 1999 (Management of Hazardous and Poisonous Wastes) as a reference and has not set out the procedure for storage of pesticide containers which are pursuant to the regulations.</p> <p>2) The Procedure for Hazardous and Poisonous Wastes SOP/TSA/025 of PT Teguh Sempurna was validated on 11 June 2009 by the head of the SOU 03 and the estate manager of PT TSA. It set outs the procedure for hazardous and poisonous wastes in a Temporary Waste Storage (TPS) for Hazardous and Poisonous Wastes (B3 wastes) for a storage period of 90 days or 180 days, and the wastes include lubricant oil, neon lamps, battery. Form for the registration of B3 wastes is filled out the appointed personnel. A number of points in the procedure need to be improved, for example:</p> <ul style="list-style-type: none"> - Number of SOP on the cover page is not the same as the number on the inside page, so it needs to be corrected. - Date of distribution and number of copy/control document are not mentioned yet - The content under the head of purpose and that of definition are mixed - The procedure for storage of pesticide containers is not yet included. <p>Non conformance in this indicator is NC-2010.10</p>	X
MA	<p>PT TSA has obtained a permit for temporary waste storage for B3 wastes pursuant to Decision Letter of Head of District of Seruyan District Number: 302 of 2010 on Temporary Permit for B3 Wastes for Teguh Sempurna Dated 31 August 2010.</p> <p>The procedure for storage of pesticide containers is included in the latest procedure: The Procedure for Management of B3 Wastes, No. Policy: 709/TQEM-ESH/10. In the procedure, the SOP number, date of distribution and number of control copy document are included, the purpose and definition are clear, and the Government Regulation Number 18 of 1999 is used as a reference for the procedure. The procedures SOP/TSA-039 and SOP/TSA/025 are no longer applicable. The visit to the storage for B3 wastes (in the factory area) proves that the pesticide containers are stored in a place which has obtained a permit and are arranged pursuant to the procedure. The non conformance NC-2010.10 is declared closed.</p>	√
S1		
S2		
S3		
S4		
Minor		
4.6.1	Documentation evidence indicate that the chemical substances categorized as Types 1A and 1B under WHO are the chemicals included in the list of Stockholm Convention or that of Rotterdam Convention, and the evidence on the reduction in or omission of the use of Paraquat.	
PA	<p>See indicator Major 4.6.1</p> <p>TSA has not used herbicide Paraquat since June 2009. There is a record of the Central Warehouse Card of Kawan Batu Estate: a stock of Gramoxone (a.i Paraquat) on 1 June 2009 in the amount of 32 liters; total usage on 3 June 2009, on 17 June 2009, on 16 June 2009 are 32 liters; and at the end of the month when book keeping was recorded on 23 June 2009, the amount is 0 litter.</p>	√

MA	The same as in the pre assessment. TSA has replaced herbicide Paraquat with herbicide Basta (active ingredient: ammonium gluphosinate)	√
S1		
S2		
S3		
S4		
4.6.2	Record on the health check of the operators.	
PA	The organization conducts regular health checks among spraying operators in the clinic It will be further verified during the main assessment.	√
MA	The verification in the main assessment indicates the Company conducted health checks for the spraying operators including the supervisor. (For example: the result of medical check up of the spraying operators e.g. Mrs. Mami, Mrs. Sumiati, Mr. Usman and Mr. Sutar pursuant to Examination Certificate SPKB/Pol-sent/VIII/2010 dated 5 August 2010 by dr. Charles Bona M.H with a recommendation saying that they are good to work for the next 6 months).	√
S1		
S2		
S3		
S4		
4.6.3	The record indicates no pregnant or breast feeding women work as the spraying operators.	
PA	No pregnant or breast feeding women work as the spraying operators.	√
MA	The company regulates that spraying operators which are pregnant or breast feeding are transferred to another type of work: For example: Letter of Transfer of Mrs. Wijandari transferring her from spraying to manual weeding work in division II because the relevant worker is in state of breast feeding and the letter is signed by Luga Lumban Gaol, the Estate Manager of Batang Garing.	√
S1		
S2		
S3		
S4		
4.7	The occupational health and safety plan is documented, disseminated and implemented effectively.	
Major		
4.7.1	Evidence on the documentation of policy and implementation of occupational health and safety (OHS) program.	
PA	The OHS Policy was validated by the CEO of Minamas Plantation on 5 July2008, and it contains: <u>Commitment:</u> The company is responsible for the implementation of the OHS program in all activities in the estate and the factory. In order to achieve that goal, the company has established an operational procedure applicable throughout the estate and factory. That determination is shown in its efforts to comply with the regulation on the OHS and to make continuous and sustainable improvements in order to create a means to control risks and to manage the business of the company. <u>Goals and Objectives:</u> 1. To provide protection to anyone involved in the business of the company (Zero accident) as well as the company's assets. 2. To create safe and healthy business and improve the workers' awareness of safety culture. 3. To implement the Indonesian Law on OHS.	√

	OHS Procedure No: 711/TQEMS-P2K3/07 of Minamas Plantation is in place and was validated on 14 December 2007 by Head Plantation Operation.	
MA	The policy of occupational health and safety has been adopted by the CEO of Minamas Plantation since 5 July 2008. That OHS policy has been communicated and its implementation is effective. For example: Pematang Palm Oil Mill received an award of Zero Accident for implementation of OHS program from the Governor of Central Kalimantan on 18 February 2010: each of its workers with high risk jobs such as spraying operators, workers who give fertilizers, and factory workers were properly equipped with personal protection equipment.	√
S1		
S2		
S3		
S4		
4.7.2	The person in charge of the occupational health and safety program must be identified and there are records documenting regular meetings which discuss issues on health, safety and welfare of the workers.	
PA	<p>The Organizational Structure of P2K3 is contained in the document OHS SOP No: 711/TQEMS-P2K3/07.</p> <p>Committee of Advisors for Occupational Health Safety (P2K3):</p> <ol style="list-style-type: none"> 1. Pematang Palm Oil Mill pursuant to Decision of Head of Manpower and Transmigration Agency of Kotawaringin Timur District No: KEP.560.566/93/KEP/WAS.KK/P2K3/2010, dated 19 February 2010. 2. PT Teguh Sempurna pursuant to Decision of Head of Manpower and Transmigration Agency of Kotawaringin Timur District No: KEP.560.566/082/KEP/WAS.KK/VI/P2K3/2009, dated 19 June 2009. <p>Records on the OHS regular meetings:</p> <ul style="list-style-type: none"> - Minutes of Meeting of P2K3 of Kawan Batu Estate dated 7 January 2009, attended by 20 participants including the Head and Secretary of P2K3, division assistant, head of administrative division, supervisor, workers, and medical practitioners. - Quarterly Safety Meeting Once Kawan Batu Estate dated 18 may 2009, attended 22 participants including the Head and Secretary of P2K3, representatives from the company (head of administrative division, assistants), and workers. Attendance list is available. Materials discussed include: the making of traffic signs, personal protection equipment, inspection and the making of First Aid Kit, registration of P2K3 with the manpower agency, and the making of schedule and agenda of OHS meeting. - HIRAC Training on 17 July 2009 in Kawan Batu Estate, attended by 17 participants including the Head and Secretary of P2K3, assistants, and workers . Attendance list is available. Materials discussed include: Implementation of HIRAC, Evaluation of the minutes of P2K3 meetings. - Quarterly Safety Meeting on 16 October 2009, attended by 13 participants, including the Head and Secretary of P2K3, Assistants, Head of Administrative division, and workers. <p>OHS SOP No: 711/TQEMS-P2K3/07 requires regular meetings to be held once every three months or anytime it is considered necessary.</p>	√
MA	<p>The same as in the pre assessment.</p> <p>PT TSA has an OHS organizational structure for each estates and factory and there are records on the OHS regular meetings.</p>	√
S1		
S2		
S3		
S4		
Minor		
4.7.1	The occupational accident insurance for workers is available.	
PA	The occupational accident insurance for workers called JAMSOSTEK (Workers' Social Security) is available.	√

MA	The number of workers of PT. TSA is 1903, and the number of workers registered with Jamsostek (workers' social security) is 1903. For example: Nugroho Budi Rahayu with the registration number of 10020471156 Agus Dwi Santoso 07210003107	√
S1		
S2		
S3		
S4		
4.7.2	Regular medical checks by doctors for workers with high-risk jobs and those who work in high-risk stations.	
PA	See indicator Minor 4.6.2 – there are records on the results of workers' regular medical checks.	√
MA	The company has provided medical checks for workers with high risk jobs (such as spraying workers in the estate) and for operators in the factory. For example: The results of medial check of Mr. Haris, staff in the factory, and Ariyanto, the loading ramp operator, by dr. Bona MH and they are reported to be healthy to work.	√
S1		
S2		
S3		
S4		
4.7.3	The record on risk analysis for the health and work safety program is made available.	
PA	<p>The records of risk analysis are provided, such as:</p> <ul style="list-style-type: none"> - OHS SOP No: 711/TQEMS-P2K3/07 Chapter 3 regarding HIRAC. Certified by the CEO of Minamas Plantation Dated 14 December 2007. Consists of: identification of potential problems, identification of equipment misuse, identification of incorrect working practices, identification on influence that is caused by changes made, and identification of amending measures. - HIRAC Pemantang Factory, made by the Process Assistant, approved by the factory manager. For example: Station= Loading Ramp; Job step=the cleaning of sprocket from the bunches, Hazard=conveyor belt, Effect=Fatal, serious injury, Existing control= LO-TO System, signpost that informs that operation is underway, using <i>gancu</i>, monitoring by direct superior, Probability=2, Severity=3, Risk assessment=6 (medium). - HIRAC Pemantang Estate, established by Assistant division, approved by the Head of Department. However not yet approved by the respective officials. For example: Activity=Harvesting, Job step= carrying hook knife, Hazard= slipped and fell, Effect= Physical injury due to hook knife, existing control= continuous training & providing more equipped safety tools, Recommended risk control= Training/continuous warning. <p>There should be a further consideration on whether a review on the content of the risk analysis should be made or not, since there are still a number of identification results and recommendations on the risk control that are not suitable. For example: Job step = Cut fruit, Hazard=The frond of the palm fell onto the worker, Effect= injury on body and eyes, punctured by thorns', Existing control=Continuous training and using a hook knife with an appropriate length, Recommended risk control=Continuous training, and positioning the hook knife correctly whilst using a correct length.</p> <p>The non conformance of this indicator is Comment For Action (CFA-2010.11)</p>	X
MA	<p>The company has revised the HIRAC document and implement it. HIRAC is made while considering the activities, processes, danger, and effects as well as ways to control with them. The status of non conformance CFA-2010.11 is considered closed.</p> <p>The HIRAC document is available in both the estate office as well as the factory. However, the HIRAC document that is related to the workshop processes and warehousing is not yet available, such as in Hatantiring Pesticide Estate's warehouse and workshop. It is recommended that the HIRAC document is distributed to all areas prone to danger (estate areas and factory) including the workshop and pesticide's warehouse e.g. in Hatantiring Estate. The non conformance of this indicator is the Comment For Action (CFA-2010.28)</p>	X

S1		
S2		
S3		
S4		
4.7.4	Records on training /training programs on Occupationally Health and Safety issues.	
PA	<p>Records on the K3 training is found in the documents:</p> <p>1. Training and Capacity Building Training for the Human Resources in the Pematang Estate. Comprises of:</p> <ul style="list-style-type: none"> - Training on extinguishing fire on April 2010 for workshop staffs, security guards, harvest staffs, upkeep employees, and warehouse employees. - First-aid training on May 2010 for division employees, workshop employees and security guard. - OHS management on September 2011 for the assistant level and above. <p>2. Training and Capacity Building Training for the Human Resources in Kawan Batu Estate Period of January - December 2010. Comprises of:</p> <ul style="list-style-type: none"> - First-aid training on May 2010 for harvest supervisors, workshop employees, and security guard - OHS electricity training on April 2010 for workshop employees and generator operators - Safety driving on March 2010 for heavy equipment operators, drivers, supervisors, workshop staffs, office staffs, and security guard - The OHS management on June 2010 for first assistant and field supervisor - Training on extinguishing fire on January 2010 for workshop employees, security guard, plantation staffs, and warehouse staffs. 	√
MA	Similar with pre-assessment, the company must present records on OHS training	√
S1		
S2		
S3		
S4		
4.7.5	Procedures in emergency response.	
PA	<p>A procedure on how to provide immediate response to fire hazards is made available:</p> <p>1) Pematang POM SOP/TSA-PMF/PBK/001, PT Teguh Sempurna. Compiled by the Process Assistant, checked by the PKS Manager, However here as not been any approval the GM Mill Sembaban/Central Kalimantan, nor any distribution date and copy number of the document. The procedure says: 1) staffs at the fire site must immediately yell "Fire" and signal that a fire is on site; 2) the personel from the respective department should report to the Emergency Response Team (<i>Tim Penanggulangan Keadaan Darurat /TPKD</i>) or the department's assistant to later on forward the information to the safety and security division; 3) The personnel of the department that is related to the TKPD commander's instruction or the department's assistant should turn off the electricity surrounding the location and the fire that occurs to due to oil pipes or gas leak, immediately stop its flow; 4) Extinguish the fire by using an APAR or water that is available, and direct it to the source of the fire; 5) If the APAR can no longer be used to extinguish the fire, then use a Hydrant; 6) If matters are already taken care of, the communication task force must immediately contact a related internal party (Head or Secretary of P2K3) and ask for help from the outside (Firemen or other related institutions that are closest to fire site).</p>	X

	<p>2) The SOP on Fire Hazard Management in the PT Teguh Sempurna Area, SOP/TSA/021. Authorized by the Head of SOU and 4 Estate Managers of PT TSA. However, there is no distribution date and copy number of the document, and the SOP number and the content page are not the same. The procedure among others mention: The Structure of Fire Hazard Management Team in PT TSA, The Information System and Team Coordination, Structure of the Fire Unit Team, as well as the Procedures in Managing Fire.</p> <p>There have not been any procedures in extinguishing fire in building areas surrounding the estate, such as the office area, workshop, warehouse and housing. There has not also been a management procedure in case of an earthquake. Office and housing areas in the Kawan Batu Estate do not indicate signs or evacuation direction in cases of fire and earthquake; furthermore, there is no evidence that a drill on such cases has been conducted. The non conformance of this indicator is NC-2010.12</p>	
MA	<p>The company has established an emergency response procedure in the form of: 1) Emergency response (SOP/TSA/040), 2) Emergency Response for Natural disaster/earthquake (SOP/TSA/040) and alertness and preparedness as well as recovery stages (SOP/TSA/057). 3) Pematang POM SOP/TSA-PMF/PBK/001 regarding emergency response at the factory, and 4) SOP on Plantation Fire Management of PT Teguh Sempurna, SOP/TSA/021. The procedure has been equipped by an authorization by the related official, distribution date, and copy number of the document. The procedure also explains about fire management in building areas surrounding the estate. The status of non conformance NC-2010.12 discovered during the pre-assessment is considered closed.</p> <p>Based on the site visit, markings and directions for evacuation have been determined, such as those that can be found in the Hatantiring Estate Office and Pematang POM. During the main assessment, the company has practiced fire drill simulation to the auditor team in 23 September 2010 at the Pematang Estate. This danger response simulation has been conducted before based on the reports found, participant's attendance, and pictures taken, and the drill took place in 22 May 2010.</p> <p>However, the evidence is still insufficient enough to infer that the fire drill has been done regularly, and the company is not able to present schedule for the simulations. The company should conduct regular simulations for emergency response and evaluate the results of the simulations by taking a look at the effectiveness of fire management. The non conformance of this indicator is NC-2010.29 under the Minor category.</p>	X
S1		
S2		
S3		
S4		
4.7.6	Evidence that shows that equipments for health and work safety programs, and equipments for first aid in working site is made available.	
PA	<p>There are evidences showing that OHS equipments are available:</p> <ul style="list-style-type: none"> - Inventory of Self Protection Gear in Batang Garing Estate. Which consists of: 120 pairs of boots, 46 helmets, 65 masks, 120 pairs of rubber gloves, 65 pairs of glasses, 46 dodos sarongs - Inventory of fire extinguishing equipments in Batang Garing Estate. Which consists of: 2 units of water tank trucks, 2 units of water pump, 3/4 inch hose that is 50 meters long, 10 pickaxes, 10 shovels, 10 buckets, 10 pairs of boots, 10 masks, 4 canisters of fire extinguisher, and 10 helmets. - The inventory list of fire extinguisher equipments in Kawan Batu Estate. Which consists of: 1 unit of water pump, 150-meter long hose, 30 masks, 30 protection goggles, 10 gunny sacks, 25 buckets, 1 unit of water tank truck, 30 pairs of boots, 4 canisters of fire extinguisher, and 15 firemen uniforms <p>Fire extinguisher and first aid kit are installed in every building such as office, workshop, warehouse, and housing. All are in good condition and well-maintained. An instruction label on how to use the fire extinguisher and the status of the refilling of the canister are also made available.</p>	√

MA	The company keeps an inventory on the K3 equipments (such as in Pemantang Estate) i.e. 1 tank vehicle (in a damaged condition), water exhaust machine (condition: leaking), hose, 10 pickaxes, 10 shovels, 10 buckets, vest and APAR as well as PPE.	√
S1		
S2		
S3		
S4		
4.7.7	Workers trained in first aid should be present in both field and mill operations.	
PA	PT TSA has a first aid training program for employees, and this can be found in the document for Training Program and Human Resources Development at Pemantang Estate 2010, first-aid training will be conducted in May 2010 for division employees, workshop staffs and security guard. Based on the information from the Manager of the Pematang Estate, there are regular briefings to the spray staffs regarding first-aid. However, a record on this is not yet available. It is suggested that the company document outcomes of the first aid training for employees. The non conformance in this indicator is Comment For Action (CFA-2010.13)	X
MA	The company has conducted first aid training for assistants and field supervisors' at the Hatantiring Estate, 22 July 2010, with 25 participants. From the interview and the verification on the field at the Block R-22, Hatahiring Estate, it can be observed that the fertilizer and spraying field supervisors carry first-aid kit to the site. First aid kit is also available inside the transportation vehicle for spraying staffs. The status of non conformance CFA-2010.13 is considered closed.	√
S1		
S2		
S3		
S4		
4.7.8	Records on accident at work have to be well-kept and regularly reviewed.	
PA	A record on accident at work in the form of Monitoring on Work Accident at the Kawan Batu Plantation period July 2009 - February 2010 was made available. The report consists of: - Date 3 July 2009, 1 harvester was punctured by palm oil tree's thorn and 1 harvester was injured by a hook knife. The estimated working day(s) lost is 1 - 2 days. - Date 15 August 2009, 1 employee was hurt by a pickaxe and 1 person is injured by a palm frond. The estimated working days lost are 2 days. - Date 21 August 2009, 1 employee was involved in a traffic accident. The estimated working days lost are 857 days. - Date 4 September 2009, 1 employees was punctured by a palm thorn. The estimated working days lost are 2 days. - Date 1 October 2009, 1 person was injured due to a hook. Estimated working day lost is 1 day. - Date 10 October 2009, 1 person was injured by a palm thorn. Estimated working day lost is 1 day. January 2010, no accident at work. - Date 24 February 2010, 1 person suffered bruises on the left back side because a palm frond fell onto him. Estimated working day lost is 1 day. However there has not been any evaluation on the frequency of work accidents that often occur, and there is also no action plan to reduce the frequency of the work accident. The non conformance in this indicator is NC-2010.14	X

MA	Records on working accident and its evaluation are made available in every estate and factory. For example: Report on an accident during work at the Pematang Estate, July - December year 2009. For example: Dwi Handoko on 22 July 2009 was wounded due to a <i>gancu</i> (pickax), Ariel on 5 August 2009 was wounded because of a palm frond drop onto him, Sugeng in 4 September 2009 was punctured by a palm tree thorn. The company has conducted an evaluation on accidents at work and found that accidents caused by palm thorns are the most dominant. Based on this evaluation, the management of the Pematang Estate has made an aim to reduce this type of accident to once a month, compared to the last number of 1.66 times per month. The program conducted to achieve such aim is by providing a safety briefing every morning during the morning line, and training on K3 and correct practice of operational SOP. The person responsible is the supervision assistant. The status of non conformance NC-2010.14 is considered closed	√
S1		
S2		
S3		
S4		
4.8	All staffs, employees, farmers, and contractors have to well train.	
Major		
4.8.1	Continuous training program for staffs, employees and farmers, in accordance to the competency of the position of the participants, and it is well documented	
PA	<p>A continuous training program is made available for staffs, employees and farmers, in accordance to the competency of each position e.g.:</p> <p>1) Training and Human Resources Development Program at the Pematang Estate 2010. This consists of:</p> <ul style="list-style-type: none"> - Training on Progressive Buds in January 2010 for Field Supervisor, harvest field supervisor, and harvest staffs. - Training on How to Grade Fruits in March 2010 for harvest field supervisor, harvest clerks, and field supervisor (1st mandor). - Training on Spraying Techniques in July 2010 for spraying field supervisor and spraying operators. <p>2) Training and Human Resources Development Program at the Kawan Batu Estate 2010. This consists of:</p> <ul style="list-style-type: none"> - Safety Driving Training in March 2010 for heavy equipment operator, driver, supervision, workshop employees, office employees, and security guard. - Training on avoiding environmental pollution in July 2010 with participants from the workshop staffs, warehouse staffs and generator operators. - The K3 Management Training in May 2010 for assistants and field supervisor (1st mandor) <p>PT TSA does not have plasma farmers and accept fruit from outside the plantation; as a result TSA does not hold training programs for farmers.</p> <p>However, it is not enough evidence can be provided in order to prove that the training was beneficial for staffs and employees in understanding RSPO standards. The non conformance in this indicator is NC-2010.15</p>	X
MA	<p>TSA has conduct training programs for staffs and employees. The sample of record is similar with that found during the pre-assessment.</p> <p>A record on The Training in Understanding Standard RSPO for staffs and employees is in the form of Minutes of meeting The Training on Understanding RSPO for employees in February 24, 2009 with 52 participants. The status of non conformance NC-2010.15 is considered closed</p>	√
S1		
S2		
S3		
S4		

4.8.2	Records of training are made available for all employees.	
PA	<p>Records regarding the training is made available for all employees:</p> <ul style="list-style-type: none"> - The minutes of meeting of the Training on Progressive Buds at the Pemantang Estate in January 3, 2010, taking place at Block S40. Attended by: estate manager, assistant division 1, 2, and 3; field supervisor 1 division 1, 2, and 3; harvest field manager; and harvest employees. The number of participants is 12 people, and the Minutes of meeting and attendance list are made available. - Resume Meeting for the Training at the Grading Pemantang Estate on March 5, 2010, taking place at Pemantang POM. The meeting was attended by the estate manager, assistant division, field supervisor 1, and harvest field supervisor. The number of participants was 10 people, and the Minute of meeting and attendance list are made available. - The minutes of meeting on the Training on Safety Driving at Kawan Batu Estate on March 25, 2010, located at the workshop's parking space, attended by the estate manager, assistant division, KTU, field supervisor 1, office staffs, and security guard. The number of participants was 51 people, and the minutes of meeting and attendance list are made available. - Limited Training on Pesticides, held by the Minamas Plantation on June 24, 2009, at the Training Center Minamas - Sukamandang Estate. The training was attended by the estate manager, assistant division, spraying staffs, maintenance field supervisor, and office staffs. The numbers of participants were 83 people, and an attendance list was made available. <p>However, the evaluation on the effectiveness of this training has not been made available. The non conformance in this indicator is NC-2010.15</p>	X
MA	<p>The organization has well documented and well kept its records on the outcome of the training for employees.</p> <p>However, the organization has not presented evidence that shows the effectiveness of the training. It is recommended that evaluation is conducted to find the effectiveness of the training provided and follow-up on the aspects that the training still lacks. The status of non conformance NC-2010.15 is considered Open and categorized as Comment For Action (CFA-2010.15)</p>	X
S1		
S2		
S3		
S4		
4.8.3	Evidence that shows that the company is using trained contractor	
PA	<p>There has not been any evidence that the company is using trained contractor. The non conformance in this indicator is NC-2010.16</p>	X
MA	<p>There is evidence showing that the company is using trained contractor, such as the Contract of Cooperation with a contractor, No: 002/Jembatan/TSA-KBE/III/2009 between TSA and CV Mitra Perkasa dated 13 March 2009 article 11 regarding Competency and Quality Guarantee. The status of non conformance NC-2010.16 is considered closed.</p>	√
S1		
S2		
S3		
S4		

PRINCIPLE #5 ENVIRONMENTAL RESPONSIBILITY AND RESPONSIBILITY TO CONSERVE NATURAL RESOURCES AND DIVERSITY		
5.1	Plantation and factory management aspect, including replanting that affects the environment has been identified, and plans to reduce/avoid negative impact and push towards positive outcome has been made, implemented and monitored in order to achieve continuous improvement	
Major		
5.1.1	Documentation on impact analysis	
PA	The team discovered a RKL/RPL document that has been certified by the Ministry of Agriculture No. 35/ANDAL/RKL-RPL/BAK/X/ 1998 dated 9 October 1998. However, the parameters for environmental impact - such as, the impact towards the diversity and wellbeing of plants and animal - has not yet presented within the parameter. The non conformance of this indicator is NC-2010.17	X
MA	The ANDAL of PT KLR and PT TSA District of Kotawaringin Timur Central Kalimantan 1996 can be found, and the document for Environmental Management Plan (RKL) and Environmental Monitoring Plan (RPL) 1998 which includes the plantation are of PT KLR which is 15,500 hectares wide and of PT TSA which is 16,602 hectares wide, and the land is projected to be sites for factories of each of the companies with a mill capacity of 40 Ton FFB / Hour. Approval of these documents into a single unit with an adjacent sister company. The Pematang POM of PT Teguh Sempurna was built in 2007 with a capacity of 30 ton/hour and the actual size of the land at present is 16,601.66 hectares. The wellbeing and diversity of animal and plants are presented within the RKL/RPL Report period II year 2009. Its parameters are: rarely encountered, often encountered, always encountered and never encountered. The non conformance of NC-2010.17 is considered closed.	√
S1		
S2		
S3		
S4		
5.1.2	Records of reports regarding regular environmental management according to the regulation applicable at present.	
PA	The team discovered an RKL and RPL document of PT TSA which was reported every semester. The last report was conducted for period I Year 2009 (January-June 2009) and it is still under process for period II (July - December 2009). It will be further verified during the main assessment	√
MA	The verification during the main assessment is: RKL and RPL Report for Period II Year 2009 (July - December 2009) as reported through Letter No. 008/TSA/UM/PSD/I/2009 dated 06 January 2010. RKL and RPL New Report Period I Year 2010 (January - June 2010) is now on the phase of receiving approval to the Jakarta Management through a letter delivered 21 September 2010	√
S1		
S2		
S3		
S4		
Minor		
5.1.1	Revision towards the environmental management document if any changes occurs both in the operational aspect as well as the company's activities.	
PA	Refer to indicator Major 5.1.1 There has not been any changes in the scope of operational activities of the plantation.	√

MA	There have not been any changes in the scope of operational activities of PT Teguh Sempurna both in regards to factory's capacity and plantation area, and as a result, the document of ANDAL land management has not been revised. However, in case of any such changes exist in the future; the company will revise the document.	√
S1		
S2		
S3		
S4		
5.2	The status of rare, threatened or almost extinct species and habitats with a high conservation values, if any such thing exists in the plantation or receives the impact of the plantation and factory's activities and therefore needs to receive attention in the management's plan and operation.	
Major		
5.2.1	Records on the identification of species that are protected, rarely encountered, rare and prone to extinction as well as habitat with high conservation values.	
PA	<p>Based on the identification of floral and animal diversity in January - March 2010, there are a number of species within the TSA area, such as Orang utan, monkeys, snakes, giant lizard, birds, skunk, forest cats, forest chicken, root panther, and eagle; meanwhile the plants found were forest orchid, soil orchid, <i>kantong semar</i>, and <i>ulin</i> tree. The identified species has not yet been categorized according to its rareness, while those that are under the genus of snakes, birds, and orchids have not been specified up to its species.</p> <p>Based on the information of one of the company's staffs, the HCV identification within the working area of PT TSA has been conducted; and based on the field trip, the company has perform delineation towards the identified areas as a HCV area by posting signs on the respected area. For example, area HCV 1.3; HCV 4.1; HCV 4.2; and HCV 6. All of the HCV identified areas have been mapped. However, the document of HCV identification cannot yet be presented. Non conformance of this indicator is NC-2010.18</p>	X
MA	<p>In the animal monitoring Period April - August 2010 has received additional information regarding the classification based on level of rareness and its species.</p> <p>PT TSA has presented a document that shows the result of HCV identification in HGU area which was conducted by an independent body and equipped by a HCV index map along with the identification of species as categorized according to its level of rareness up to its species. The result of the HCV identification at the PT TSA working area are, among others:</p> <ul style="list-style-type: none"> - HCV 4.2 in Block O43 in the size of 20 ha consists of new bushes forest which is mixed with riparian area. - HCV 4.2 in Block P43, O43, O44 and O45 in the size of 3.21 ha consists of riparian area - HCV 4.2 and HCV 6 in Block T47, T48 in the size of 30.72 ha consists of water fishing area and water recreation site - HCV 4.1 in Block R21, T5, T6, T13, S23, U7 in the size of 3.95 ha consists of well and reservoir for mill and emplacement. - HCV 1.3 and HCV 4.2 in Block R42 and R43 in the size of 2.33 ha consists of rocky hills and valleys. <p>However, there has not been enough evidence to show that a Public Consultation was conducted within the HCV Identification document as what has been required in and stated in the Manual for Identification of High Conservation Value Area in Indonesia, which was published by the revisionary commission for Indonesia's HCV Toolkit, June 2008. The status of non conformance NC-2010.18 is considered Open under the Minor category.</p>	X

S1		
S2		
S3		
S4		
5.2.2	If a species is found to be rare or threatened, or if a habitat is considered to have high conservation value, then there measures to protect them.	
PA	The company has presented a document on species management plan in the form of Environmental Management and Monitoring Plan which has been certified by by the Minister of Agriculture No. 35/ANDAL/ RKL-RPL/BAK/X/ 1998 dated 9 October 1998. Based on this document, the effort to manage plants and animals is conducted through conservation along the river areas as well as creating conservation forests. Implementation has been conducted in the area through putting identification boards in locations that are considered strategic and can be easily read by the surrounding people	√
MA	There is a Plan of Action for Areas with High Conservation Value for each of the plantations (BGE, PME, KBE and HTE) which are based on the result of identification of the HCV areas in the form of Progress Document of HCV PT Teguh Sempurna. For example: - The posting of warning signboard and promotion to replant the forest in area HCV 4.2, Block O43 and O44 - The identification of buffer zone limit with paint, posting of prohibition and socialization signboard, replanting the forest and planting vertiver on area HCV 4.2 that is recognized as a river <i>sempadan</i> area in Block P43, O43, O44, and O45. - The posting of prohibition and socialization signboards, planting the <i>Meranti</i> tree, Mahony and other types of trees in area HCV 4.2 and HCV 6 in Block T47 and T48 - The posting of surrounding fences, prohibition and socialization signboards, the identification of buffer zone limit using paint, vertiver planting in area HCV 4.1 (well and reservoir for mill and emplacements)	√
S1		
S2		
S3		
S4		
5.2.3	Measures taken to protect rare species or threatened species as well as its habitat, according to the regulation, and actions to control illegal hunting, fishing, and farming that are not done appropriately	
PA	The company has conducted regular monitoring on identified plant and animal diversity. Evidence of the monitoring result is provided and signed by the staff responsible for the activity (Alexander). The company has established a restoration plan for the areas connected to Sahabu River (13,555 meter), Manggis River (11,230 meter), and Kawan Batu River (11,913 meter). The development began in June to December 2009, with phases as follows: the mapping of areas that the river flows into, dissemination of information regarding prohibition to use pesticide in restoration areas, the posting of signboards in every 500 meters along the river bank and boundary signs, the mapping of HCV location and planting plants to avoid land erosion along the river, for example : Hard plants: Mahony (<i>Swietenia spp</i>), <i>Sungkai (Pheronema canescens)</i> , <i>Angsana</i> , <i>Dadap</i> , <i>Waru (Hibiscus spp)</i> , <i>Aeranti</i> , <i>Akasia</i> ; soft grass; vertiver grass; beneficial plant: <i>Turnera subulata</i> , <i>Cassia cobanensis</i> , <i>Antigonon leptosus</i> .	√

MA	<p>The result on-site verification conducted by the auditor team shows that PT TSA has own cultivation area for the seeds of local plants used to restore the areas of the river borders.</p> <p>The company has established an Action Plan for Areas with High Conservation Value throughout the Estate (BGE, PME, KBE and HTE) and has posted Sign Board in 50 HCV locations. Based on the implementation of the Action Plan for Areas with High Conservation Value for the year 09/10 starting August, there have been HCV signboards posted in 50 HCV locations</p> <p>At sampling points (coordinate points 02 09,295 S and 112 25,403 E) HCV 1.3 signing of boundaries and posting of HCV sign board have been conducted</p> <p>The company has a manual in managing the population of Orang Utan in HGU PT TSA area and Report on Handover of Orang Utan from PT TSA to the Natural Resources Conservation Agency (BKSDA) for the Central Kalimantan Province as an effort to save young Orang Utan which was captured by the locals.</p>	√
S1		
S2		
S3		
S4		
Minor		
5.2.1	Posters, warning signs about protected species, as well as other form of publication, pamphlets, and dissemination for the entire staff and the society along with information on how to deal the matter	
PA	The company has set up sign board about species protection and HCV on each HCV identified areas. For instance: HCV 1.3 and HCV 4.2 in the Riverside of Manggis River in Block O 43, O 44, P 43, P 44, O 45; HCV 4.1 in T 47, T 48 Block; and so on. Based on Restoration Time Frame, the sign boards are posted in every 500 meter along the riverside.	√
MA	<p>Posting of posters about protected species in HCV location 1.3 in point S 02° 09,295' and E 112° 25,403' (BGE area), markings on areas on the riverside in points S 02° 08,919' E 112° 25,496' (BGE).</p> <p>Based on the Implementation of the Action Plan for Areas with High Conservation Value year 09/10 per August 2010, there are 50 HCV signboards posted on the HCV location</p>	√
S1		
S2		
S3		
S4		
5.2.2	There are special and trained staffs within the company that oversee the activity and plan mentioned above.	
PA	The company has assigned Alexander Sidamratu as a special staff to oversee the plan and activity regarding species and HCV management; however no evidence shows that a specific training has been provided for that particular division. The non conformance in this indicator is NC-2010.18	X
MA	<p>HCV management training has been conducted in PT TSA by the BKSDA of Central Kalimantan according to Letter of Notification No. S.203/BKSDA.KALTENG-3/UM/2010, on 25 - 27 August 2009 with 18 participants consisting those from the Estate Manager level to the Daily Staff (maintanance)</p> <p>The Animal and Plant Identification Officer ; Haris Suseno (BGE), Hermansyah (PME), Daryono, Lexy, Rifat (KBE), Jemakir (HTE).</p> <p>The status of non conformance NC-2010.18 in this indicator is considered closed.</p>	√
S1		
S2		

S3		
S4		
5.3	Waste is reduced, recycled reused, and disposed in manners that according to ways suitable to the environmental and social surroundings.	
Major		
5.3.1	Identification of sources of waste, pollution, and are well documented.	
PA	<p>The Estate Manager as well POM has mentioned that that sources of waste and pollution that can be found in the estate and the palm oil mill, among others are: storage facility for chemical container, diesel tank, storage facility for fertilizer, housing area, generator, cleaning facility for chemical substance, activities regarding spraying pesticide and fertilizing, and the boiler.</p> <p>The liquid wastes produced are in the form of used oil coming from factories machines and other liquid waste as a result of the CPO production process. The solid waste produced is empty fruit bunch and shells.</p> <p>However the company is not able to present a document that shows how the sources of waste and pollution in the plantation and factory areas have been identified. The non conformance in this indicator is NC-2010.09</p>	X
MA	<p>The result of identification of the sources of waste and factory can be found in the ANDAL and RKL/RPL documents. The company has presented a record showing that sources of waste have been identified and this is noted in The Identification of Source of Waste in the Plantation and Factory Area of PT TSA. For instance: source of waste and pollution due to factory activities in the form of hollow bench and liquid waste, meanwhile the source of waste from estate activities in the form of used pesticide packages, fuel oil gas spill. The non conformance NC-2010.09 in considered closed</p>	√
S1		
S2		
S3		
S4		
5.3.2	The plan for waste management is documented and implemented based on results of identification to avoid and reduce pollution.	
PA	<p>A document for Environmental Management Plan (RKL) and Environmental Monitoring Plan (RPL) period I 2009 (January - June 2009) is provided and include reports on waste management in the plantation and factory areas (Part 2.4). For example: Liquid waste that is the result of CPO production for land application, meanwhile oil and grease waste is stored in a tank at the B3 waste facility to be later on sold those with license. The solid waste of empty fruit bunch and shells that are used for organic fertilizer and boiler fuel.</p>	√
MA	Same with pre-assessment	√
S1		
S2		
S3		
S4		

Minor		
5.3.1	Hazardous waste management plan a long with manual to dispose agro-chemical waste along with its container according to the rules provided in the package and applied provisions.	
PA	<p>The plan to dispose waste is generally mentioned in the Standard Operational Procedure for Waste Disposal (Appendix 12 from the document of Environmental Protection Policy - KPL/04/2003), among others: providing schedule for disposing waste that is kept in drums and labelled when necessary; Verification and Approval from BAPEDAL; Providing schedule for waste disposal; Packaging and labelling; Gathering and Documentation; Process confirmation.</p> <p>However, the ways to store Hazardous waste have not been clearly and substantially regulated (refer to indicator Major 4.6.4). The non conformance in this indicator is in NC-2010.10</p>	X
MA	<p>During the main assessment, the organization managed to present the waste management plan which is generally mentioned in the Standard Operational Procedure for Waste Disposal (Appendix 12 of the document Environmental Protection Policy - KPL/04/2003).</p> <p>The organization also has the newest procedure on Hazardous waste management, and that is the B3 Waste Management Procedure, No. Policy: 709/TQEM-ESH/10. The procedure explains the management to process used oil, used battery, dust cloth, and used pesticides container. All hazardous waste is gathered in one place that has received permit with certain period in accordance to the permit published by the related institution (the permit says that hazardous waste storage should be done within 90 days); before the 90 day period is up, the hazardous waste that has been gathered must be handed to a licensed hazardous waste facility. The company has documented storage monitoring for hazardous waste in the format of documents on Monitoring of Hazardous Waste Storage Unit which consist of information about: Types of waste, incoming dates to the storage unit, amount of waste, exit dates out of the storage unit, amount of waste leaving to the facility, purpose of handover, and last stock of waste.</p> <p>The status of non conformance NC-2010.10 is considered closed</p>	√
S1		
S2		
S3		
S4		
5.3.2	Records on waste monitoring/analysis are provided	
PA	<p>Reports on pH, BOD, COD, TSS, Ammoniac, Oil & Grease, Total Nitrogen, Cd, Cu, Pb & Zn testing are made available. For liquid waste that is taken from the waste pond number 6 (code: P.1055) dated 01 June 2009. Conducted by Research Unit of Banjar Baru Industry Standardization, for example Report on Test Result Serial No. 1045 PU/CU/BPPIP/BRSBB/ 06/2009 dated 23 June 2009.</p>	√
MA	<p>According to the pre-assessment</p> <p>Organization has a record on monitoring hazardous waste storage facility, for instance: monitoring during August 2010, waste in type of used pesticide container in the amount of 2 containers, the source of waste from the estate's central warehouse, incoming date 19 September 2010.</p>	√
S1		
S2		
S3		
S4		

5.4	Efficiency of every use and maximization of the use of renewable energy.	
Minor		
5.4.1	Records on the monitoring of renewable energy used along with the effect of its efficiency analysis are made available (energy/ton CPO, or energy/ton palm oil product).	
PA	The record and efficiency analysis of the use of renewable energy (shell and fibre) are provided in the form of the matrix of Pematang POM's Boiler Efficiency that presents the information on electric power produced by turbine and generator since July 2008 up to February 2010. Based on the matrix, it was discovered that the power used in the 2009 period is 8,217.63 KWH, which was produced by the generator as much as 790.89 KWH (10%) and turbine as much as 7,426.74 KWH (90%). There has not been any standard manual used by the company that states the level of energy efficiency (energy/ton CPO). Based on the matrix of Pematang POM's Boiler Efficiency, the organization defined the level of efficiency of the energy use is as much as the electrical energy used that is produced by the turbine. The non conformance of this indicator is Comment For Action (CFA-2010.20)	X
MA	The organization has performed an efficiency analysis on the use of renewable energy in the form of Evaluation on the Use of Electric Energy Produced from Turbine in Comparison to TBS that has been processed during the period of July 2009 - August 2010. The document explains the amount of fibre and shells used as the fuel for the boiler, the total KWH of the turbine, total of processed FFB, and the use of KWH per ton TBS used. For instance: - Month August 2010: amount of fibre used is 1,683.2 ton; the amount of shells used is 607.3 ton; the total KWH turbine number1 is 106,888 KWH and turbine number 2 is 11,672 KWH; total FFB processed is 17,352.5 ton; the used of KWH per ton FFB is 6.8 KWH per ton FFB. The status of non conformance CFA-2010.20 is considered closed.	√
S1		
S2		
S3		
S4		
5.4.2	The record on monitoring for the fossil fuel used for operation purposes and its efficiency analysis are made available.	
PA	The record on monitoring on the use of fossil fuel (diesel)) has been made available in the form of Matrix of Total KWH, HM, and Diesel Used since June 2008 up to December 2009. The matrix among others shows the working hour and the total use of diesel for the generator. In the period of June 2008 - June 2009 it s discovered that the working hour of the generator is 3,245.62 hours (3 generators) with the use of 111,095 litres of diesel fuel,; for period July 2009 - December 2009 it is discovered that the working hour of the generator is 948.52 hours with the use of diesel as much as 41,085.30 litres.	√
MA	During main assessment, the company is able to present the Evaluation of the Used of Energy from the Generator in Projection to the Processed TBS, Period of July 2009 - August 2010.	√
S1		
S2		
S3		
S4		
5.5	The use of fire to extinguish waste and preparing the land to allow replanting is prohibited, except for specific cases, as what has been mentioned in the ASEAN's no-fuel policy or similar local provisions.	
Major		
5.5.1	Documentation of analysis on the activity of burning the forest when such activity occurs in order to prepare the land for replanting.	
PA	The company has an Environmental Protection Policy dated 30 April 2003, which among others include Paragraph 3.1 which determines zero burning both during land clearance as well as replanting.	√

MA	In the estate continuous management manual point 5.7.2, it is stated that the company follows a zero burning technique in committing land clearance as well as replanting. The company also determines the land preparation procedure No 110/EST-ARM/08 which states that land clearance is conducted not by burning the area	√
S1		
S2		
S3		
S4		
5.5.2	The company has records showing that zero burning has been conducted	
PA	Record on zero burning is only made during certain conditions after a memorandum from the Head Plantation Operation stationed in Jakarta is given. For example: Memorandum No. POD-UM-0010/I/2009 dated 22 January 2009 regarding Dry Season Anticipation along with the Preparation for the Danger of Forest fire and Drought Year 2009. The memorandum is published based on information of the monitoring of the National Oceanic Atmospheric Administration (NOAA) satellite by the Meteorology and Geophysics Beureau (BMG). The administration of reporting is administered within the SOP of Forest fire Management Part IV paragraph 5, where there is no fire, Forest fire Report is conducted every day and addressed to the respective GM Estate of each area in the format determined before (Format A and B).	√
MA	Record on zero burning conducted by the company also can be found in the draft of RKL/RPL report in the form of land clearance photos through zero burning (Page II-2)	√
S1		
S2		
S3		
S4		
5.5.3	Procedures and Records of Emergency Responses to Land Burning	
PA	See Indicator Minor 4.7.5	√
MA	The Company has established procedures for fire prevention of land (SOP/TSA/021) that contains the fire-fighter organizational structure for 2009-2012 period (Pematang Estate), equipments (water tank car, fire extinguisher, water pumps engine, <i>Parang</i> (machete), Hoe and PPE) to be provided and measures to be taken in case of fire. The team from Pematang Estate has done a joint simulation and emergency response training with Palm Oil Mill Pematang on May 22, 2010. In a simulation conducted on Thursday, 23 September 2010 in Pematang Estate, the assessor team considered that the implementation of land fire prevention had not been running effectively (slow reaction from fire-fighter team). The Company should conduct emergency fire fighting simulation (<i>simulasi siaga tanggap darurat penanggulangan kebakaran</i>) on a regular basis to improve the preparedness of the land burning fire-fighter team. The non conformance in these indicators is the NC-2010.29 with Minor category.	X
S1		
S2		
S3		
S4		
Minor		
5.5.1	Facilities and infrastructure land fire prevention based on the vulnerability level.	
PA	The organization possesses the facilities and infrastructures for fire fighting land fire, such as water-pumping machine, hose, knapsack, fire extinguisher tubes, etc. These are further verified during the main assessment.	√
MA	Verification at the time of the main assessment are: the company has already had infrastructure and facilities for fighting land fire, for example, Pematang Estate has 1 unit of water tank unit per estate, 1 unit of pump machine per estate, fire extinguishers (1 in the employees' housing (<i>mess</i>), 1 at the workshop, 1 at the security office and 1 at the estate office), Hoe and machetes are stored in a location that is easily accessible at any time in case of fire.	√
S1		

S2		
S3		
S4		
5.6	Plans to reduce pollution and emission, including the greenhouse gases, are arranged, implemented and monitored.	
Major		
5.6.1	Evidence on the identification of the source of pollution and emission at Palm Oil Mill	
PA	The organization was able to mention the sources of pollution and emission at the mill, such as the boiler chimneys as a source of ashes/particulates, the sounds of working machines as a source of noisiness. However, there has not been any documentary evidence regarding to this. The non conformance in this indicator is NC-2010.21	X
MA	The organization was able to show the evidence on the identification of the source of pollution included in AMDAL and RKL/RPL documents. In addition, the company has made a record of risk analysis, which explains the identification of sources of pollution and emission e.g. boiler chimneys and generator. The status of non conformance NC-2010.21 is considered to be closed	√
S1		
S2		
S3		
S4		
5.6.2	The monitoring of emission quality from the sources of pollution and emission	
PA	See indicator Minor 5.3.2; a monitoring on air quality inside the mill area and around the estate is provided. Will be further verified on the main assessment.	√
MA	The company conducts air quality tests every 6 months. Results of air emission test conducted by the Centre of Health, Safety, Hygiene Environment Worker (<i>Balai Hiperkes dan KK</i>) - Department of Manpower and Transmigration Office of South Kalimantan is provided. For example: - The result of emission test for stationary sources (boiler chimney) on 30 March 2010 shows that the tested environmental parameter was still below the threshold quality standard limit. E.g.: 88.71 mg/m ³ of particulate content (threshold standard 300 mg/m ³); 26.19 mg/m ³ of SO ₂ content (threshold standard 600 mg/m ³) - The result of emission test for other stationary sources (generator chimney number 1) on 30 March 2010 shows that the tested environmental parameter was still below the threshold quality standard limit. E.g.: 0.03 mg/m ³ of Chlorine Gas Content (threshold standard 10 mg/m ³); 0.17 mg/m ³ of HCL content (threshold standard 5 mg/m ³)	√
S1		
S2		
S3		
S4		
Minor		
5.6.1	Records of efforts and plans to reduce pollution and emission	
PA	There have not been any records of efforts and plans to reduce pollution and emission. The non conformance in this indicator is NC-2010.21	X

MA	The Company has evaluated the environmental parameter of air quality and has created action plans to reduce pollution and emission in the form of Recapitulation of Monitoring Result and Operational Air Emission Reduction of Pematang Palm Oil Factory documents. The test result shows that the overall tested parameters are still below the predetermined threshold quality standards; The action plans to maintain air quality and to reduce air emission are: routine maintenance of boilers and engine generator set, periodical and continuous monitoring on and measurement of the quality of air emissions, and factory operations in accordance with the procedures that have been made. The NC-2010.21 non conformance is closed	√
S1		
S2		
S3		
S4		
5.6.4	Records of identification, monitoring, and treatment methodology for POME	
PA	IPAL or POME has been implemented and the result has been monitored on a regular basis. The result still shows the conformity with the quality standards (BOD) to land application permit. Further verification will be carried out during the main assessment	√
MA	Verification at the time of main assessment: The company treated the palm oil mill effluent (POME) by disposing the liquid waste to an area called land application sites. Liquid waste from manufacturing process flows to the waste water treatment installation (IPAL), which is in the form of nine waste ponds, to be given special treatment to reduce levels of BOD. A record of PT Teguh Sempurna waste ponds blueprints is provided. The pond number 9 is the last waste water storage ponds before the disposal to the land application sites. Sample is taken from that pond in order to measure the quality of BOD. Organisation has provided a record of effluent waste application for the land application.	√
S1		
S2		
S3		
S4		
PRINCIPLE #6: RESPONSIBILITY TO THE EMPLOYEES, INDIVIDUALS, AND COMMUNITIES OF THE PLANTATIONS AND MILL		
6.1	Aspects of plantation and mill management including the replanting that have social impacts are identified in a participatory way. Plans to overcome negative impacts and promote the positive ones are arranged, implemented and monitored, to show the continuous improvement.	
Major		
6.1.1	Documentation of the analysis of environmental and social impact, which covers the positive and negative social impacts that may be caused by the plantations and mill, and documentation of the participation of the affected parties and local communities.	
PA	Positive and negative social impacts that may be caused by the activity of the plantations and mill that was covered in ANDAL 2006 and RKL/RPL 2008 has not been presented in a measured parameter. The non conformance of this indicator is NC-2010.17	X
MA	PT TSA has set out a Social Impact Assessment, which involves local community in its creation, which contains analysis on the positive and negative impacts caused by the plantation activities of PT TSA. For example: positive impacts such as providing job opportunities for local community, playing a role in the development of the area around the plantations, providing public educational facilities; negative impacts such as disputes on the land ownership. The company was also able to show documents of Environmental Protection Policy, made by the Committee of the Minamas Plantation Environmental Policy (KPL/04/2003) 2003 edition, which contains among others the Summary of Important Impacts (<i>Ringkasan Dampak Penting</i>) caused by the activity of Oil Palm Plantation in the form of : social impact (possession and exploitation of land). The non conformance status NC-2010.17 is closed	√

S1		
S2		
S3		
S4		
Minor		
6.1.1	Records of plans for social impacts periodical monitoring and management with the participation from local communities.	
PA	Plans for social impacts monitoring and management are covered in the <i>RKL/RPL</i> Report documents. However, there was no evidence that local communities were involved in its creation process. The non conformance of this indicator is CFA-2010.22	X
MA	PT TSA has carried out a Study on Social Impact Assessment which involved local communities in the process (in the attachment to the Documents of Social Impact Assessment (SIA), there is an Attendance List of Focus Group Discussion/FGD for the creation process of the Documents of SIA); The result of the discussion on the social impacts provides a recommendation to do a monitoring to the activities that cause social impacts. The company has made a monitoring and management plans for the social impacts based on the recommendation. The non conformance CFA-2010.22 is closed	√
S1		
S2		
S3		
S4		
6.1.3	Results of revisions to the environmental management document that covers social impact assessments in the event there are changes to the company's operational scope, in accordance with existing regulations.	
PA	have not been identified yet, will be verified at the time of main assessment	√
MA	PT TSA shows the evidence that there have not been any changes in the company's operational scope, wherein the installed capacity of Pemantang Palm Oil Mill is 30 ton/hour, not exceeding the capacity mentioned in ANDAL documents and the plantation permit which is 40 Ton FFB/hour. The company shows the document of capacity design specification of Pemantang Palm Oil Plantation 30/60 hours and it is clarified in the factory advisory report that the plantation's capacity is 30 ton per hour. For that reason, the environmental management documents are not revised.	√
S1		
S2		
S3		
S4		
6.1.4	Periodical and scheduled environmental management and monitoring Reports.	
PA	The environmental management and monitoring reports (RKL-RPL) are provided until the period II of 2009 (July - December 2009). Period I of 2009 (January - June 2009) has been delivered to the Regent of Kotawaringin Timur on 10/3/2010 (accepted by Umi Alfiah – Head of Administration of Wasdal); the Provincial Government of Central Kalimantan on 12 March 2010. According to an e-mail dated 20 March 2010 from Sime Darby Plantation Head Office, the report for period II of 2009 was still undergoing an internal verification process (had not been delivered to the related institution) since it was still waiting for some environmental element assessment for POM (noisiness, ambient air, and chimney); this will be verified at the time of main assessment	√
MA	Verification at the time of main assessment: The environmental management and monitoring reports (RKL-RPL) are provided until the period II of 2009 (July - December 2009). Period I of 2009 (January - June 2009) has been delivered to Environmental Agency of Kotawaringin Timur Regency and Seruyan, The report for period I of 2010 is still undergoing a process of approval from the management of PT TSA Jakarta by letter dated 21 September 2010 so that it cannot be delivered yet to the related institution (Environmental Agency of Kotawaringin Timur and Seruyan)	√

S1		
S2		
S3		
S4		
6.1.5	Particular attention to the impacts of plasma farmers schemes (in the case the plantation includes such a scheme).	
PA	<i>Not applicable.</i> This indicator is not applicable in the assessment process since there is no plasma farmer in the company's operational schemes.	
MA		
S1		
S2		
S3		
S4		
6.2	There are open and transparent methods for communication and consultation between plantations and/or millers, local communities and other affected or interested parties.	
Major		
6.2.1	Procedures and records of communication and consultation with the communities.	
PA	Procedure and request for information on June 4, 2009. The company has in its possession a Policy on Environmental Protection (KPL/04/2003) in which Section 1.7.8 of the Policy described the flow chart of external inputs and responses. The inputs are classified into 4 distinct groups based on its source, the communities, government agencies, NGO and the banking sector. Record of incoming mails is available, classified as incoming mails from the local government, mainly about donation request. Will be verified during the main assessment.	√
MA	Verification during the main assessment: the Company has set up a mechanism for parties requesting information using the Procedure for Information Request (SOP/TSA/008) and Suggestion Box (without number). List of the incoming requests include: 1) A request to assist flood victims from the head of Kawan Batu village No 140/21/Pemdes dated August 24, 2010 and 2) Notification of monitoring and supervision of capital investment activity No 050/865/Bapp-IV/2009. Based on public consultation and interview with stakeholders, the procedure for information request is not well known, because the mechanism/ procedure for communication and consultation with the public is not designed with the stakeholders or other parties in mind. Non conformance in this indicator is NC-2010.30 under Minor category.	X
S1		
S2		
S3		
S4		
Minor		
6.2.1	The Company has in its possession a list of Stakeholders.	
PA	Available, except for bordering companies.	√
MA	List of stakeholders is provided include other companies around PT TSA work area.	√
S1		
S2		
S3		
S4		
6.2.2	The Company has a record of public aspirations and its response or follow up to those aspirations.	
PA	A list of incoming and outgoing mails is available. See indicator Major 6.2.1	√
MA	Available record of public aspiration includes: 1) Request for assistance for flood victims from the village head of Kawan Batu No 140/21/Pemdes dated 24 Augusts 2010 and 2) Notification of monitoring and supervision of capital investment activity No 050/865/Bapp-IV/2009. Record of company's responses 1) Proof of delivered assistance signed by Kawan Batu village and TSA manager. 2) Proof of delivered report No. 033/ L & ASD-Bjb/TSA/II/ 2010 to the Head of BKMD containing the report on L2 capital investment activity (LKPM) for the period of 2009.	√

S1		
S2		
S3		
S4		
6.2.3	The Company has special staff tasked with public communication and consultation.	
PA	The Company has appointed Toni Manurung (staff Plantation Support Department).	√
MA	The condition during the main assessment is the same as the condition during the pre-assessment stage, where PT TSA has appointed Toni Manurung as the staff in charge of public consultation and communication in his capacity as staff of Plantation Support Department (PSD).	√
S1		
S2		
S3		
S4		
6.3	There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.	
Major		
6.3.1	An open system, accepted by all affected, to receive and to settle any disputes in a properly, effectively, timely and appropriate manner.	
PA	The Company has prepared a Suggestion Box as open facilities for communication and to receive complaints from any parties and a procedure for settling any land claim made by the communities. However, it was not well known and its effectiveness has not been evaluated. Will be verified further during the main assessment. Non conformance in this indicator is CFA-2010.23	X
MA	PT TSA has in possession an SOP for Receiving Information (SOP/TSA/008) as a mechanism for receiving claims from the stakeholders and an SOP for settling Public Land Claim (SOP/TSA/007), containing a flowchart depicting the settlement process of public land claim including the stage of "meeting the two parties by involving a third party (relevant and competent officials)". The Company has prepared a Suggestion Box as open facilities for communication and to receive complaints from any parties and a procedure for settling any land claim made by the communities (SOP/TSA/007). The existence of the Suggestion Box is pronounced by placing it in public place (market). However, according to verification conducted by the auditor team during the main assessment, the existence of PT TSA suggestion box is not widely known to the public. PT TSA is urged to make an effort to make sure the existence of its suggestion box, which serves, as a mechanism for an open communication is known to the general public. Non-conformance status of CFA-2010.23 in this indicator is still Open, under the category Comment For Action.	X
S1		
S2		
S3		
S4		
Minor		
6.3.1	Records on the settlement of complaints and objection are available.	
PA	There is available the record of incoming mail from local government. Will be further verified during main assessment.	√
MA	The company is keeping a record of incoming mails on request for information and responses given to such request in accordance with established procedure. For instance, letters from the village head and from BKPM (see indicator Minor 6.2.2). Example of such responses, include 1) Proof of delivered assistance signed by Kawan Batu village and TSA manager. 2) Proof of delivered report No. 033/ L & ASD-Bjb/TSA/II/ 2010 to the Head of BKMD containing the report on L2 capital investment activity (LKPM) for the period of 2009.	√
S1		
S2		
S3		
S4		

6.3.2	The procedure to identify and calculate a fair compensation for the lost of legal rights or indigenous rights over land by involving representatives from the local community and relevant agencies and it is publicly available.	
PA	The standard procedure for Claim Settlement of Public Land Claim was signed on October 10, 2006 by Estate Manager Sukamandang Estate (I Wayan Sudirsa), Kawan Batu Estate (Moch. Zazali), Hutan Tiring Estate (Tri Haryono), Kuala Kuayan Estate (Andi Risman), Sabri Estate (Dodik Prayitno), Pematang Estate (Jhon MP Hutagalung), Bares Danum Estate (Juju Harboko), and Plantation Support Department Banjarmasin (Mr. Supriadi Sihombing). The identification process covers the inventory team consisting of estate, PSD, landowners, village officials, and or local government, Research Division, and Security. Dispute will be settled in an amicable manner and by providing compensation according to land status (forest, wooded area, planted field).	√
MA	SOP for Settlement of Land Claim include the identification process which covers the establishment of the inventory team consisting of estate, PSD, land owners, village officials, and or local government, Research Division, and Security. Dispute will be settled in an amicable manner and by providing compensation according to land status. The procedure for land claim settlement (SOP/TSA/007) also contains the maximum compensation for Sagu Hati program which owned by the communities, which is classified by the condition of the land where it grew (forest, wooded area, planted field).	√
S1		
S2		
S3		
S4		
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.	
Major		
6.4.1	The identification process, calculation and compensation over the lost of legal rights and indigenous rights is done by involving representative of the local community and relevant agencies.	
PA	See indicator Minor 6.3.2	√
MA	See indicator Minor 6.3.2; SOP for Settlement of Land Claim include the identification process which covers the establishment of the inventory team consisting of estate, PSD, land owners, village officials, and or local government, Research Division, and Security. Dispute will be settled in an amicable manner and by providing compensation according to land status. Record of the settlement for Land Claim Clearing under the name of Sugiyon Bin Yusran, Juanda, Ruslan Dwi Antoro, Atah Bin Entau includes a minutes of the meeting involving the Local Government and the community on May 30, 2009.	√
S1		
S2		
S3		
S4		
Minor		
6.4.1	Record of identification of parties receiving compensation.	
PA	Record identifying parties who received compensation is available. Will be verified during the main assessment.	√
MA	Verification during the main assessment: Record-containing list of parties receiving compensation for stage 11th land claim is available in the form of receipt and signed and stamped agreement between the parties receiving compensation and estate manager on the relinquishing of rights over land; Statement and Warranties from the parties receiving the compensation and payment receipt.	√
S1		

S2		
S3		
S4		
6.4.2	Record on the negotiation process and or the overall agreement on compensation are available.	
PA	See the explanation in the indicator Major 2.2.3. Will be verified further during the main assessment.	√
MA	Verification during the main assessment: record of the settlement of Land Claim Clearing under the name of Sugiyana Bin Yusran, Juanda, Ruslan Dwi Antoro, Atah Bin Entau in the form of minutes meeting between the Local Government and the community on May 30, 2009. List of attendees at the Meeting for the scheduled compensation for stage 11th "discussion and negotiation over price with the land owner", 14 April 2010; proof of receipt and relinquishing of rights over land.	√
S1		
S2		
S3		
S4		
6.4.3	Record of the implementation of payment of compensation.	
PA	Available the record of the recapitulation of stage 11th Land Clearing in December 2009 to the amount of 144,850,000,- for 13 cases covering an area of 103.3 ha under the name of Alus/ Junai (2 ha), F. Sinel (17,5 ha), Budiman (48 ha), Basrin (1,2 ha), Salman (7 ha), Ardiansyah (7 ha), Agus (1,5 ha), Odong (3 ha), Hendi (3 ha), Igong (6 ha), Sugian (2 ha), Ruslan (2,5 ha), Juanda (2,5 ha). Proof of the settlement was shown by the agreement to relinquish the rights over land between the parties receiving the compensation and the estate manager; Statements and Warranties from the parties receiving the compensation and receipt for the payment. During the pre assessment, the organization managed to show the payment document for the compensation in its entirety for (1) Juanda (41 years old), resident of Pantap village-Mentaya Hulu; (2) Sugiyana bin Yusran (42 years old), resident of Biring Kapuk village-sub district of Mentaya Hulu; and (3) Ruslan Dwi Antoro (34 years old), resident of Tangar village-sub district of Mentaya Hulu.	√
MA	Also available the recapitulation of documents on Land Claim Clearing containing the minutes of meeting between the local government and the local communities on May 30, 2009, receipt of compensation paid and relinquishing of rights over land under the name of Sugiyana Bin Yusran, Juanda, Ruslan Dwi Antoro, Atah Bin Entau, and list of attendees at the Meeting for the scheduled compensation for stage 12th "discussion and negotiation over price with the land owner", 14 April 2010.	√
S1		
S2		
S3		
S4		
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.	
Major		
6.5.1	List of employees' salaries	
PA	Available the list of main salaries for February 2010. Example: 1. Soleman Letuna (maintenance), absent 1 day, salary received Rp 1,016,484,- 2. Adin (pest control), absent 2 days, salary received Rp 974,131,- 3. Tukini (maintenance), never absent, salary received Rp 1,058,838,-	√
MA	There is a list of employee wages, for example: Great Payroll documents from January 2010 until August 2010 Month Hatantiring Estate.	√
S1		
S2		
S3		
S4		

6.5.2	Possessing Company's Regulations/ Work Agreement in accordance with the governing laws and regulations.	
PA	Available, the Company's Regulation, which has been, validated the Head of Man Power and Transmigration Agency of the Central Kalimantan Province numbered Kep. 3840/HI.01/XII/2009 dated 1 October 2009 and valid for 2 (two) years. The Work Agreement (PKB) 2010-2012 document is still being processed in Jakarta.	√
MA	Condition during the main assessment is still the same as the condition during the pre assessment with the availability of Company Regulation, which has been validated by the Head of Man Power, and Transmigration Agency, of the Central Kalimantan Province numbered Kep. 3840/HI.01/XII/2009 dated 1 October 2009 and valid for 2 (two) years. Until the main assessment, the Work Agreement (PKB) 2010-2012 document is still being processed in Jakarta	√
S1		
S2		
S3		
S4		
Minor		
6.5.1	In case when public facilities are not available or inaccessible then the company shall prepare housing facilities, education, clean water, medical facilities and other required facilities.	
PA	Available the documents showing the company's inventory on housing, buildings, facilities and infrastructures. The company is providing housing units, schooling (preschool, Elementary, Junior High School and Senior High School), medical clinic, mosque, church, clean water, 5 vehicles, and traditional market held twice a month (after payday).	√
MA	Also available inventory documents on housings, buildings, facilities and infrastructures. Verification by the auditor team revealed that PT TSA has provided its employee with housing facilities with clean water facilities, place of worship (mosque and church), schools (preschool, Elementary, Junior High School and Senior High School) with their own school bus, a library, facility for art and culture activity, medical clinic staffed with trained medical personnel, domestic waste disposal and fortnightly market.	√
S1		
S2		
S3		
S4		
6.5.2	Agreement/ work contract with a contractor stipulates that the contractor must comply with the governing rules on employment.	
PA	Work Agreement No. KBE/SPK-LKL/I/2010/020-TBS dated January 30, 2010 for carrying fresh palm fruits. Article 3 on the Work Health and Safety: Work health and safety factor and the use of full protective gear shall be the main focus and must be implemented in the best possible manner by the second party while carrying out the work for the first party. Work Order numbered 002/Jembatan/TSA-KBE/III/2009 dated March 13, 2009 for constructing 3 (three) concrete bridges in KBE by CV Mitra Perkasa. Article 12 contains the provisions on Work Health and Safety. No evaluation has been made with regard to compliance to the provisions on employment. Non conformance in this indicator is CFA-2010.24	X
MA	Work Contract sample numbered 002/Jembatan/TSA-KBE/III/2009 between PT TSA and CV Mitra Perkasa dated March 13, 2009, Article 11 of the Agreement contains Statement and Warranties on Competence and Quality. PT TSA has set up a guideline on the process of appointing partners and contractors that contains the provisions for a company to be considered as a partner/ contractor. Non conformance status of CFA-2010.24 is declared closed	√
S1		
S2		

S3		
S4		
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.	
Major		
6.6.1	Record of Company policy in granting the workers the freedom to form a union.	
PA	Memorandum from KBE Manager (E.S. Sembiring) numbered KBE-Intern/VIII/2009/021/M dated 25 August 2009 on Workers Union. "The Company provides every opportunity and shall not hinder its workers from establishing a workers union", in accordance with the prevailing laws and regulations.	√
MA	The condition during the main assessment is still the same as the condition during the pre assessment stage, in which the Company managed to show the Memorandum from KBE Manager (E.S Sembiring) KBE-Intern/VIII/2009/021/M dated 25 August 2009 on Workers Union. "The Company provides every opportunity and shall not hinder its workers from establishing a workers union", in accordance with the prevailing laws and regulations.	√
S1		
S2		
S3		
S4		
Minor		
6.6.1	Record of a meeting with the union, if available.	
PA	Juarsa Siagian (Head of the Workers Union): a routine bipartite meeting is held every 3 (three) months. The last meeting took place on March 10, 2010 to discuss the Work Agreement for the period from 2010-2012 at Novotel in Bogor, West Java. Minutes of the meeting was signed by Juarsa Siagian representing the Workers Union and Agus Lamarauna. The meeting was attended by 8 representatives of all Minamas Workers Union and 8 Company representatives.	√
MA	Condition during the Main Assessment is still the same as the condition during the pre assessment stage in which the company managed to show records of workers union meeting, for instance the regular bipartite meeting every 3 months. The last meeting took place on March 10, 2010 to discuss the Work Agreement for the period from 2010-2012 at Novotel in Bogor, West Java. Minutes of the meeting was signed by Juarsa Siagian representing the Workers Union and Agus Lamarauna. The meeting was attended by 8 representatives of all Minamas Workers Union and 8 Company representatives.	√
S1		
S2		
S3		
S4		
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.	
Major		
6.7.1	Company's policy with regard to age requirements for its workers is in line with the prevailing national regulations and it is well documented.	
PA	The previously mentioned provision is embodied in Article 15 paragraph 1.2.2 of the Work Agreement	√
MA	And on vacancy board at the Palm Oil Mill Pemantang on July 17, 2010, where it was stated that the minimum age of worker is 19 years old as governed by the Law on Man Power No. 13 of 2003.	√
S1		
S2		
S3		
S4		

Minor		
6.7.1	Record of Company's implementation regarding provision on the workers' minimum age .	
PA	Softcopy containing the list of workers and their date of birth is available. No worker under 18 years of age is found.	√
MA	Softcopy and hardcopy containing the list of workers and their date of birth are available. No worker under 18 years of age is found.	√
S1		
S2		
S3		
S4		
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.	
Major		
6.8.1	Company policy on equal opportunity and treatment on employment is well documented.	
PA	Some evidence show the organization has not fully considering the elimination of nationality-based discrimination. It is evident in the 2007-2009 Work Agreement in which Article 16 paragraph 1.2.1 of the agreement stated that to be considered as an employee, one must be a "Citizen of Indonesia". The organization is urged to reconsider its policy and eliminate all form of discrimination. Non-conformance in this indicator is CFA-2010.25. This will be verified further during the main assessment.	X
MA	Verification during the main assessment: The Company has in its possession a policy on equal opportunity and treatment in providing employment that is embodied in the document on the Guidelines on a Sustainable Plantation Management numbered Policy 724/TQEM-SPMS/09, page 13 on Social Policy signed by the CEO of Minamas Plantation on April 1, 2010. The Policy states that all staff/ workers shall be treated in an appropriate and fair manners in all aspects related to recruitment, advancement, working condition and job description, without any consideration on race, caste, nationality, skin colour, handicapped, sexual orientation, membership in any organization, political view, religion or age. According to an explanation by the management of PT TSA and representative from the Minamas Plantation Workers Union, the provision on Indonesian citizenship contained in the 2007-2009 Work Agreement is applicable to workers who work in the mill and plantation; and it is aimed to provide the opportunity for Indonesian to rise into staff position and not intended to hinder citizens from another countries. Meanwhile, the same provision is not found in the requirement for the greater Minamas Plantation – Sime Darby Group. The status of Non Conformance CFA-2010.25 is considered to be closed.	√
S1		
S2		
S3		
S4		
Minor		
6.8.1	Proof that the Company is providing an equal opportunity and treatment for employment.	
PA	The available record show the result of the performance evaluation of staff/ workers which is held every year. The evaluated aspects include among others (for senior assistant) is management performance.	√
MA	Another available proof in the aspect of equal opportunity and treatment for employment that on the vacancy signboard for Pemantang Palm Oil Mill, which was put by PT TSA on July 17, 2010, the provision on citizenship, was not mentioned.	√
S1		
S2		
S3		
S4		

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.	
Major		
6.9.1	The Company policy to prevent sexual harassment and violence is well documented.	
PA	<p>The 2007-2009 Work Agreement Article 30 on Sanctions, paragraph 2.4.4 states that Stage 4 Violation will be given Letter of Reprimand III and last if one is: 1) conducting an indecent act or gambling in work area; 2) assault and attack, making a threat or intimidation to another worker or staff in the work area.</p> <p>Executive Vice President of Sime Darby has issued a Gender Policy dated April 2008, which states the Company is committed to apply all of CEDAW (Convention on the Elimination of all forms of Discrimination Against Women) provisions and the ILO's Principles of Decent Work and Decent Wage.</p>	√
MA	<p>The condition during the Main Assessment is still the same as the condition during the pre assessment stage which is the company still managed to show The 2007-2009 Work Agreement Article 30 on Sanctions, paragraph 2.4.4 states that Stage 4 Violation will be given Letter of Reprimand III and last if one is: 1) conducting an indecent act or gambling in work area; 2) assault and attack, making a threat or intimidation to another worker or staff in the work area.</p> <p>Executive Vice President of Sime Darby has issued a Gender Policy dated April 2008, which states the Company is committed to apply all of CEDAW (Convention on the Elimination of all forms of Discrimination Against Women) provisions and the ILO's Principles of Decent Work and Decent Wage.</p>	√
S1		
S2		
S3		
S4		
6.9.2	The Company's Policy on the protection of women's reproductive rights is well documented.	
PA	<p>The 2007-2009 Work Agreement Article 33 on Maternity Leaves and Abortive Pregnancy: Women workers have the rights to maternity leaves with full pay starting from 1.5 months before and 1.5 month after giving birth. Article 34 paragraph 1.6 Women workers have the rights to take sick leaves for 2 days with full pay during their period.</p>	√
MA	<p>The condition during the Main Assessment is still the same as the condition during the pre assessment stage with the application of Article 33 of the 2007 – 2009 Work Agreement on Maternity Leaves and Abortive Pregnancy: Women workers have the rights to maternity leaves with full pay starting from 1.5 months before and 1.5 month after giving birth.</p> <p>Article 34 paragraph 1.6 Women workers have the rights to take sick leaves for 2 days with full pay during their period.</p>	√
S1		
S2		
S3		
S4		
Minor		
6.9.1	Record of the implementation of Company's Policy to prevent sexual harassment.	
PA	<p>The policy on the prevention of sexual harassment is implemented in the issuance of Certificate on Housing Use for employees that explicitly states that an employee shall not gamble, consume alcoholic beverages, and commit adultery and other acts prohibited by the governments. The certificate was signed by the Estate Manager. Example of Housing Use is Corticated No.08/BGE/SPR/V/2009.</p>	√
MA	<p>The condition during the Main Assessment is still the same as the condition during the pre assessment stage with the application of the policy to prevent sexual harassment which implemented in the issuance of Certificate on Housing Use for employees which explicitly states that an employee shall not gamble, consume alcoholic beverages, commit adultery and other acts prohibited by the governments. The certificate was signed by the Estate Manager. Example of Housing Use is Corticated No.08/BGE/SPR/V/2009.</p>	√
S1		

S2		
S3		
S4		
6.9.2	Proof of the implementation of the policy to protect women's' reproductive rights is well documented.	
PA	According to List of Main Salaries for February 2010. Mutia (works in maintenance) took a maternity leaves and received a full salary of Rp. 1,058,838,-. She submitted her request for maternity leaves on January 10, 2010, she began her leaves on January 15, 2010 until April 14, 2010.	√
MA	The condition during the Main Assessment is still the same as the condition during the pre assessment stage in Mutia who works in maintenance took a maternity leaves and receive her full salary of Rp. 1,058,838,-. She submitted her request for maternity leaves on January 10, 2010; she began her leaves on January 15, 2010 until April 14, 2010.	√
S1		
S2		
S3		
S4		
6.9.3	Mechanism for managing special complaint.	
PA	Written mechanism is not available. Management of complaints is not documented. According to Toni Manurung (PSD staff), workers have the opportunity to express their complaints to their direct superior. And it is done routine during the morning briefing.	√
MA	Verification by the auditor team o the field (interview with PSD staff) revealed that workers may express their complaints through structural path, i.e. the workers may submit their complaint directly to their superiors and complaints related to work will be addressed during morning briefing.	√
S1		
S2		
S3		
S4		
6.10	Growers and mills deal fairly and transparently with smallholders and other local businesses.	
Major		
6.10.1	The recent and previous TBS price should be available for public.	
PA	<i>Not applicable.</i> TSA does not accept FFB from farmers or other parties.	
MA	<i>Not applicable.</i> This indicator is not applicable in this assessment process because TSA does not accept the FFB from farmers and other parties.	
S1		
S2		
S3		
S4		
6.10.2	The mechanism in settling the TBS price and the input/service should be documented (if this is under the authority of the plantation and factory)	
PA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	
MA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	
S1		
S2		
S3		
S4		
Minor		
6.10.1	Evidence stating that every party understand the agreement done, and that the contracts are fair, legal and transparent.	
PA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	

MA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	
S1		
S2		
S3		
S4		
6.10.2	The already agreed payment should be done on time.	
PA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	
MA	<i>Not applicable.</i> Refer to indicator Major 6.10.1	
S1		
S2		
S3		
S4		
6.11	The plantation and factory should contribute something to a sustainable local development if it is considered sufficient.	
Minor		
6.11.1	Records of the company's contribution to the local development.	
PA	There is a record of community development program that lists all forms of assistance provided to communities around the company, such as improvement of village roads and supply of sacrificial animals. The company also offers the opportunity for people to take advantage of educational facilities from kindergarten through high school levels, as well as health facilities established by the company. However, there are no recent recapitulation that indicates the time of giving out the help and the villages receiving them. The Non Conformance in this indicator is CFA-2010.26	x
MA	The recapitulation of assistance given by PT TSA to the community in 2008, 2009 and 2010 and also the records of the process are in a form of the Handover Official Report. The Non Conformance status CFA-2010.26 is closed	√
S1		
S2		
S3		
S4		
PRINCIPLE #7 A RESPONSIBLE DEVELOPMENT OF THE NEW PLANTATION		
7.1	A comprehensive and participatory analysis of the social and environmental impacts before establishing the plantation or a new operation in expanding the already existing plantation. The result should be put into the planning and operational process.	
Major		
7.1.1	The company has the environmental management documents, consisting of the analysis on positive and negative social and environmental aspects and also those who will receive the consequence (local communities).	
PA	Would be further verified during the main assessment activity.	
MA	PT TSA has new plantation areas after November 2005, which is 4,867 hectares and it is an expansion of the areas in the HGU owned by PT TSA. The documents of the social and environment impact analysis for the plantation area after November 2005 is included in: <ul style="list-style-type: none"> 1) ANDAL (Analysis of Environmental Impacts) documents of PT TSA in Kotawaringin Timur, Central Kalimantan, in 1996; and Environmental Management Plan (RKL) and Environmental Monitoring Plan (RPL) 1998 covering 16,602 hectares of the plantation areas. 2) The Social Impact Assessment (SIA) documents including the analysis of positive and negative impacts of the palm oil plantation management of PT TSA and also involving local communities in the process of writing the report through FGD. 	√

S1		
S2		
S3		
S4		
Minor		
7.1.1	A sufficient management planning and operational procedure (RKL/RPL).	
PA	Will be verified after the main assessment activity.	
MA	The management planning for plantation areas after November 2005 is included in RKL/RPL documents which have been legalized by the Minister of Agriculture No. 35/ANDAL/RKL-RPL/BAK/X/1998 dated on 9 October 1998; and the company has reported the RKL/RPL operational report to related institutions periodically.	√
S1		
S2		
S3		
S4		
7.1.2	Records of the implementation of farmer-education program, in accordance with the scheme and legislation in force (if there is any plasma).	
PA	<i>Not Applicable.</i> The company does not have plasma scheme in operating the plantation.	√
MA	<i>Not Applicable.</i> The company does not have plasma scheme in operating the plantation.	√
S1		
S2		
S3		
S4		
7.2	Using land and topography information survey to plan the location for the new plantation development and the result should be included in the planning and operation.	
Major		
7.2.1	Reports on the suitability of the land as a result of surveys, including information on topography, climate, soil type, soil fertility, depth and drainage water are available.	
PA	Will be verified after the main assessment activity.	
MA	The result of the land survey in 2005 has covered the areas of plantation after November 2005 (refer to the Minor indicator 4.2.1). Available document of The Plantation Areas map, the result of the land survey consisting of information on topography, climate, soil type, soil fertility, soil water depth and drainage done in 2005 by Minamas Research Centre (MRC).	√
S1		
S2		
S3		
S4		
Minor		
7.2.1	Records on the plantation development based on the land availability are available.	
PA	Will be verified after the main assessment activity.	
MA	TSA has the records for the plantation development after November 2005 in a form of a Planning and Realization in Land Clearing after November 2005; and a Marginal Land Map of PT TSA.	√
S1		
S2		
S3		
S4		

7.3	New cultivation since November 2005 has not been done in primary forests or in every area under the precondition to manage or decrease one/more High Conservation Value.	
Major		
7.3.1	New cultivations from November 2005 to November 2007 have to be in accordance with the legal requirements including the social and environmental management and the legal layout plan.	
PA	The organization has not been able to show the identification of HCV in new planting areas after November 2005. The Non Conformance in this indicator is NC-2010.27	X
MA	The organization has been able to show HCV Identification and Social Impact Assessment Documents in which the study field includes the whole HGU areas of PT TSA which have been planted with palm oil and also the plantation areas done after November 2005. The Non Conformance status NC-2010.27 is closed. Based on the observations and field studies done by the auditor team to take samples, for the plantation areas done from November 2005 to November 2007, there was an area which was identified as HCV and was planted palm oil such as Blok O22 and P22 of Hatan Tiring Estate (plantation period December 2005); the area was identified as HCV 4.2 - river sides areas. Nevertheless, the company has done several realistic actions in the plantation areas which were identified HCV for the plantation period from November 2005 to November 2007. Based on field visits, the company has taken some steps such as: palm oil plantation on river borders were left alone for agricultural activities including spraying chemicals (with a 50 meters buffer zone). Moreover, the company also increases the variety of forest plants from the Angsana, Mahony type and also putting on a sign board about managing the HCV regions. For plants with the period after November 2007, found no areas identified as areas of HCV in oil palm crops planted. For plants planted after November 2007, there no HCV identified areas which were planted palm oils.	√
S1		
S2		
S3		
S4		
7.3.2	Records of the Plan and Realization Map for Land Clearing in accordance with the HCV Identification	
PA	Will be verified after the main assessment activity.	
MA	Available Planning and Realization Map for New Plantation in a form of Land Clearing and New Plantation Map after November 2005; however, it was not based on the HCV identification. It is strongly recommended that the maps that have been made are in accordance with the HCV identification results. The Non Conformance in this indicator is CFA-2010.31 with the category Comment For Action.	X
S1		
S2		
S3		
S4		
7.4	Excessive cultivation on steep ground, and / or marginal land and fragile (prone to landslides) should be avoided.	
Minor		
7.4.1	The map for the marginal land and the ones prone to landslides, including steep slope and peat land, is available in an adequate scale.	
PA	Will be verified after the main assessment activity.	

MA	Available Documents for the Areas Sitemap that contains information about the existence of marginal lands based on field surveys carried out in 2005 by Minamas Research Centre (MRC). Based on the Ares Sitemap and the HCV Identification Report, there were no peat moss ecosystem in PT TSA areas.	√
S1		
S2		
S3		
S4		
7.4.2	If the plantation is planned in a limited way in the fragile and marginal lands, the plan would be well documented and established to protect the land without any negative impacts.	
PA	Will be verified after the main assessment activity.	
MA	TSA has a special strategy for limited plantation in the fragile and marginal land by making terrace, hoof, and planting beans. The documents for the planning and realization of making the hood and planting the beans are available.	√
S1		
S2		
S3		
S4		
7.5	There were no new plantings on local peoples' land without prior approval from them, done through a documented system that enables indigenous peoples and local communities and other stakeholders to express their views through their own representatives.	
Major		
7.5.1	The company has a document of social and environmental impact analysis, which among other things, analysis of positive and negative impacts of social and environmental, as well as the participation of the parties affected (local communities).	
PA	Will be verified after the main assessment activity.	
MA	The documents for the social and environmental impacts for the plantation areas after November 2005 are included in the Social Impact Assessment Document which was made by involving the local community. One the things included in the document is the positive and negative impacts caused by the plantation of palm oil by PT TSA. Some examples of the positive impacts is by giving a working opportunity for the surrounding community, being involved in the community development around the plantation area, and education facilities for the public. One of the negative impacts is the land tenure disputes. The company could also show the documents of the Environmental Protection Policy done by the Minamas Plantation Environmental Policy Committee 2003 edition (KPL/04.2003), which includes the Summary for Important Impacts due to the Palm Oil Plantation activities such as: social impacts (tenure and land use). There is also the Social Impact Assessment Impact (SIA) in which there is an analysis on the palm oil management document of PT TSA and including the local community in compiling trough FGD. (Refer to Major Indicator 6.1.1)	√
S1		
S2		
S3		
S4		
7.5.2	Records on the socialization for the new plantation plan.	
PA	Will be verified after the main assessment activity.	
MA	Available records of socialization and the clean-up plan, which includes monitoring and measurement of environmental parameters, such as RKL/RPL and report on the implementation of THE RKL/RPL presented relevant institutions on a regular basis.	√

S1		
S2		
S3		
S4		
7.5.3	Records on compensation agreement/land owners and land for plantation.	
PA	Will be verified after the main assessment activity.	
MA	Available records of land compensation agreement (Refer to Minor Indicator 6.4.2 and 6.4.3)	√
S1		
S2		
S3		
S4		
7.6	Local people are given compensation for any expropriation of land according to the waiver agrees with prior informed consent and agreement has been negotiated.	
Major		
7.6.1	Records of identification and assessment of legal and traditional rights and with the involvement of government agencies and local communities.	
PA	Will be verified after the main assessment activity.	
MA	The company has given the proof that there are no land tenures under the traditional rights, in a form of: 1) The State Minister of Agrarian/Head of the National Land Agency Decree Number 63/HGU/BPN/99 about Granting the Right to Cultivate Land in Waringin City, East Kalimantan Province, considering the point "Land Inspection Committee (B Committee) from the Central Kalimantan Province on 13 January 1995 No. 04/PPTB/I/95 stated that the could not be any cultivation on that land." 2) Letter of Information from the Head of Dsn Tabion Pematang Village (M.Dirin) known by the head of Pematang Village (Hondervick, MB, S.Pd) on 3 May 2010 and Letter of Information from the Head of RT Tajur Bras Kawan Batu Village (Arwinto) known by the Head of Kawan Batu Village (Dariani) on 3 May 2010, stating that there are no property rights under the traditional rights around PT TSA plantation. Therefore, the indicator and criteria are not applicable in this assessment process.	
S1		
S2		
S3		
S4		
7.6.2	The identification procedures of the parties that have the right to receive compensation.	
PA	Will be further verified during main assessment	
MA	<i>Not applicable.</i> See indicator Major 7.6.1	
S1		
S2		
S3		
S4		
Minor		
7.6.1	Records of the negotiation process and/or resettlement compensation should be available for public.	
PA	Will be verified further during main assessment activity.	
MA	<i>Not applicable.</i> Refer to indicator Major 7.6.1	
S1		
S2		
S3		
S4		

7.6.2	Records of the calculation and implementation of compensation payment.	
PA	Will be verified further during main assessment activity.	
MA	<i>Not applicable.</i> Refer to indicator Major 7.6.1	
S1		
S2		
S3		
S4		
7.6.3	Communities that lost access and rights to land for plantation expansion are given the opportunity to gain the benefits of plantation development.	
PA	Will be verified further during main assessment activity.	
MA	<i>Not applicable.</i> Refer to indicator Major 7.6.1	
S1		
S2		
S3		
S4		
7.6.4	Compensation claims process and the results should be documented and made available to the public.	
PA	Will be verified after the main assessment activity.	
MA	<i>Not applicable.</i> Refer to indicator Major 7.6.1	
S1		
S2		
S3		
S4		
7.7	In preparing the land for plantation, the use of fire is avoided, except in special situations according to the ASEAN Guidelines or other regional Best Practices.	
Major		
7.7.1	Documents of analysis if burning needs to be done to prepare the land for plantation.	
PA	Will be verified further during main assessment activity.	
MA	The company has an Environmental Protection Policy on 30 April 2003, including section 3.1 that declared about zero burning in land clearing and replanting.	√
S1		
S2		
S3		
S4		
7.7.2	The company should have evidence for zero burning.	
PA	Will be verified further during main assessment activity.	
MA	Based on the auditor's visit, there are no practices of burning land clearing activities in the period just after the November 2005 planting. Land clearing was done with the stacking method in which the tress cut were stacked in several lines.	√
S1		
S2		
S3		
S4		
7.7.3	The procedures and records for the Land Fire Emergency Response.	
PA	Will be verified further during main assessment activity.	

MA	Refer to indicator Minor 4.7.5 and indicator Major 5.5.3. The company has decided upon land fire prevention procedures (SOP/TSA/021) containing the fire brigade organizational structure period (Pematang Estate), equipment (tank car, APAR, pump machine, chopping knives, hoes, and APD) which should be provided and the steps that will be done if there is a land fire. The team from Pematang Estate has done simulation and trainings for emergency responses in collaboration with PKS Pematang on 22 May 2010. In the simulation done on Thursday, 23 September 2010 in Pematang Estate, the auditor team consider that the implementation of land fire prevention procedures is not effective (the fire fighting team are slow). The company should do emergency standby fire prevention simulation on a regular basis to improve the fire fighting team response to emergencies.	X
S1		
S2		
S3		
S4		
Minor		
7.7.1	The Infrastructure and Facilities for Land Fire Prevention	
PA	Will be verified after the main assessment activity.	
MA	The organization has a land fire prevention facility, including: engine water pump, hoses, backpack, fire tube toxic, and others. (Refer to indicator Minor 5.5.1). For planting areas after the period of November 2005, a tower of fire has been available, such as in the Batang Garing Estate (which owns a factory with the planting year, 2006, 2007, 2008, 2009, and 2010)	√
S1		
S2		
S3		
S4		
PRINCIPLE #8 COMMITMENT TO CONTINUOUS IMPROVEMENT IN KEY OPERATIONS		
8.1	Palm oil plantations and factories regularly monitor and review their activities and to formulate and implement action plans, which allow for continuous improvements in key operations.	
Major		
8.1.1	Monitoring action plan based on assessment of environmental and social impact analysis, and evaluation, and regular plantation and factories. It should cover: - Reduction in the use of certain chemicals (criteria 4.6) - Environmental impact (criteria 5.1) - Reduction of waste (criteria 5.3) - Pollution and Emission (criteria 5.6) - Social impacts (criteria 6.1)	
PA	Could be found in the documents of RKL and RPL, the associated efficiency, waste minimization practices and social impact. Will be verified after the main assessment activity.	√
MA	Monitoring plan of action based on environmental and social impact analysis described in the RKL / RPL and Implementation Report RKL / RPL. The company has done some measurement and observation of environmental parameter. Moreover, it has also done some evaluation of the parameter's measurement and reports it to the related institutions. Some things which need to be done by the company: - Monitoring water quality in rivers and wells every 6 months - Monitoring waste water quality once every month - Monitoring the quality of air emissions from the chimney of the boiler, engine generators, and noise once every 6 months - Managing and monitoring B3 waste - Planning HCV management areas based on the recommendation from the HCV identification result.	√

S1		
S2		
S3		
S4		
Minor		
8.1.1	Records for the follow-up on audit findings RSPO, if any.	
PA	<i>Not Applicable</i> ; no records of follow-up on audit findings RSPO has been established	N/A
MA	<i>Not Applicable</i> ; no records of follow-up on audit findings RSPO has been established	N/A
S1		
S2		
S3		
S4		

Annex 2. Result of RSPO Panel Committee of Mutuagung Lestari - RSPO Certification of PT Teguh Sempurna

1 July 2011

No	Input and responses
1	<p>Tony Arifiarachman</p> <p>In general, TSA has adequate RSPO P & C implementation, but should more attention to some of the following:</p> <p>Identification of HCV should be done based on manual identification of HCV in Indonesia, published by the Consortium for the revision of HCV Toolkit Indonesia, June 2008</p> <p>Procedures communication and consultation presently must be prepared by involving the community and other affected stakeholders.</p> <p>To ensure the company's emergency response system, it should be carried out the Drill of Emergency Preparedness regularly.</p>
2	<p>Conclusions</p> <p>Internal Independent committee (<i>Mutuagung Lestari</i>) agreed that PT TSA is recommended to be certified producer of SPO.</p> <p>This assessment report will be presented to the RSPO Secretariat for review and placement on the RSPO website for public comment before final approval</p>

Annex 3. Word Glossary

AMDAL/ANDAL	: Environmental and Social Impact Assessment
APAR	: Fire extinguishers
B3	: Hazardous Materials
BAPEDALDA	: Regional Environmental Impact Management Agency
BGE	: Batang Garing Estate
BKPMD	: Regional Investment Coordinating Board
BLH	: Environment Agency
BLHD	: Regional Environment Agency
BOD	: Biological Oxygen Demand
BPN	: National Land Agency
BSS	: Blok Spraying Sistem
CITES	: Convention On International Trade Endanger Species
CPO	: Crude Palm Oil
CSR/CD	: Corporate Social Responsibility/ Community Development
FFB	: Fresh Fruit Bunches
HCV	: High Conservation Value
HGU	: Land Use Permitt
HIRAC	: Hazard Identification Risk Assessment Control
HTE	: Hatantiring Estate
IPAL	: Waste Water Treatment Plant
IPM	: Integrated Pest Management
JAMSOSTEK	: Employees Social Security
K3	: Occupationally Health and Safety
KBE	: Kawan Batu Estate
LD ₅₀	: Lethal Dosage (for 50% of the population to be killed)
MA	: Main Assessment
MSDS	: Material Safety Data Sheet
P2K3	: Committee of Advisor of Ocupatinally Health and Safety
PA	: Pre Assessment
Permentan	: Regulation of the Minister of Agriculture/ Minister of Agriculture rules
PKB	: Labour Agreement
PK	: Palm Kernel
PME	: Pemantang Estate
POM	: Palm Oil Mill
POME	: Palm Oil Mill Effluent
PP	: Government Regulation
PPE	: Personal Protection Equipment
PSD	: Plantation Support Department
RKL	: Environmental Management Plan
RPL	: Environmental Monitoring Plan
RSPO P&C	: Roundtable on Sustainable Palm Oil Principle and Criterion
S1	: 1st Surveillance
S2	: 2nd Surveillance
S3	: 3rd Surveillance
S4	: 4th Surveillance
SOP	: Standard Operating Procedure
TSA	: Teguh Sempurna
UU	: Act.

Annex 4. List of Stakeholders Contacted during Public Consultation

Board of Monitoring Environmental Impact, The Province Central Kalimantan	Head of The District of Seruyan
Department of Forestry and Plantation, Central Kalimantan Province	Head Of Kuala Kuayan Sub District
Department of Health, The Province of Central Kalimantan	Two Person from Police of Kuala Kuayan Sub District
Department of Manpower and Transmigration, Central Kalimantan Province	Deputy Military Commander
Directorate of Annual Plant, Directorate General of Plantation - Ministry of Agriculture	Department of Regional Revenue, The District of Seruyan
Directorate of Plant Protection, Directorate General of Plantation. Ministry of Agriculture	Department of Forestry and Plantation, The District of Seruyan
Governor of The Central Kalimantan Province	Two Person from local community of Tabion Village
Green Peace Indonesia	Department of Forestry, The District of Kotawaringin Timur
Indonesian Palm Oil Association (GAPKI)	Department of Plantation, The District of Kotawaringin Timur
Indonesian Palm Oil Association (GAPKI) Branch of Central Kalimantan	Department of Manpower and Transmigration, The District of Kotawaringin Timur
Investment Coordinating Board (BKPM)	Head of The District of Kotawaringin Timur
Ministry of Commerce	Environment Agency, The District of Seruyan
Ministry of Environment State	Department of Manpower and Transmigration, The District of Seruyan
National Land Agency (BPN)	National Land Agency, The District of Kotawaringin Timur
National Land Agency, The District of Seruyan	Secretary of The District of Seruyan
National Land Agency, The Province of Central Kalimantan	Head of Police, The Sub District of Seruyan Tengah
Natural Resources Conservation Centre, The Province of Central Kalimantan	Head Of Seruyan Tengah Sub District
Regional Investment Coordinating Board, The Province of Central Kalimantan	Natural Resources Conservation Centre, The District of Kotawaringin Timur
Sawit Watch Indonesia	Head of Local Community, The Village of Kawan Batu
University of Palangkaraya	Workers Union PT Teguh Sempurna
WALHI Indonesia	Environment Agency, The District of Kotawaringin Timur
WWF Indonesia	Head of Local Community, The Village of Pematang
Yayasan Borneo Lestari	