

**Roundtable on Sustainable Palm Oil Certification  
RSPO**

Stage-1     Stage-2     Surveillance     Re-Certification

Name of Management Organisation : **Ungkaya POM – PT Tamaco Graha Krida subsidiary of Sime Darby Plantation Sdn. Bhd.**  
 Plantation Name : **PT Tamaco Graha Krida Estate Ungkaya and Ungkaya Smallholders**  
 Location : Village of Ungkaya, Sub-District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah, Indonesia  
 Certificate Code : **MUTU-RSPO/018**  
 Date of Certificate Issue : July 10<sup>th</sup>, 2012                      Date of License Issue : July 10<sup>th</sup>, 2016  
 Date of Certificate Expiry : July 9<sup>th</sup>, 2017                      Date of License Expiry : July 9<sup>th</sup>, 2017

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
<b>ASA-4</b>	April 26 <sup>th</sup> -30 <sup>th</sup> , 2016	Yudwi Wisnu Rahmanto (Lead Auditor), Moh Arif yusni, Sandra Purba and Mohamad Amarullah	Octo HPN Nainggolan	Tony Arifiarachman

Assessment	Approved by MUTUAGUNG LESTARI on:
<b>ASA-4</b>	30 June 2016

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FIGURE

Figure 1. Location Map of PT TAMACO GRAHA KRIDA

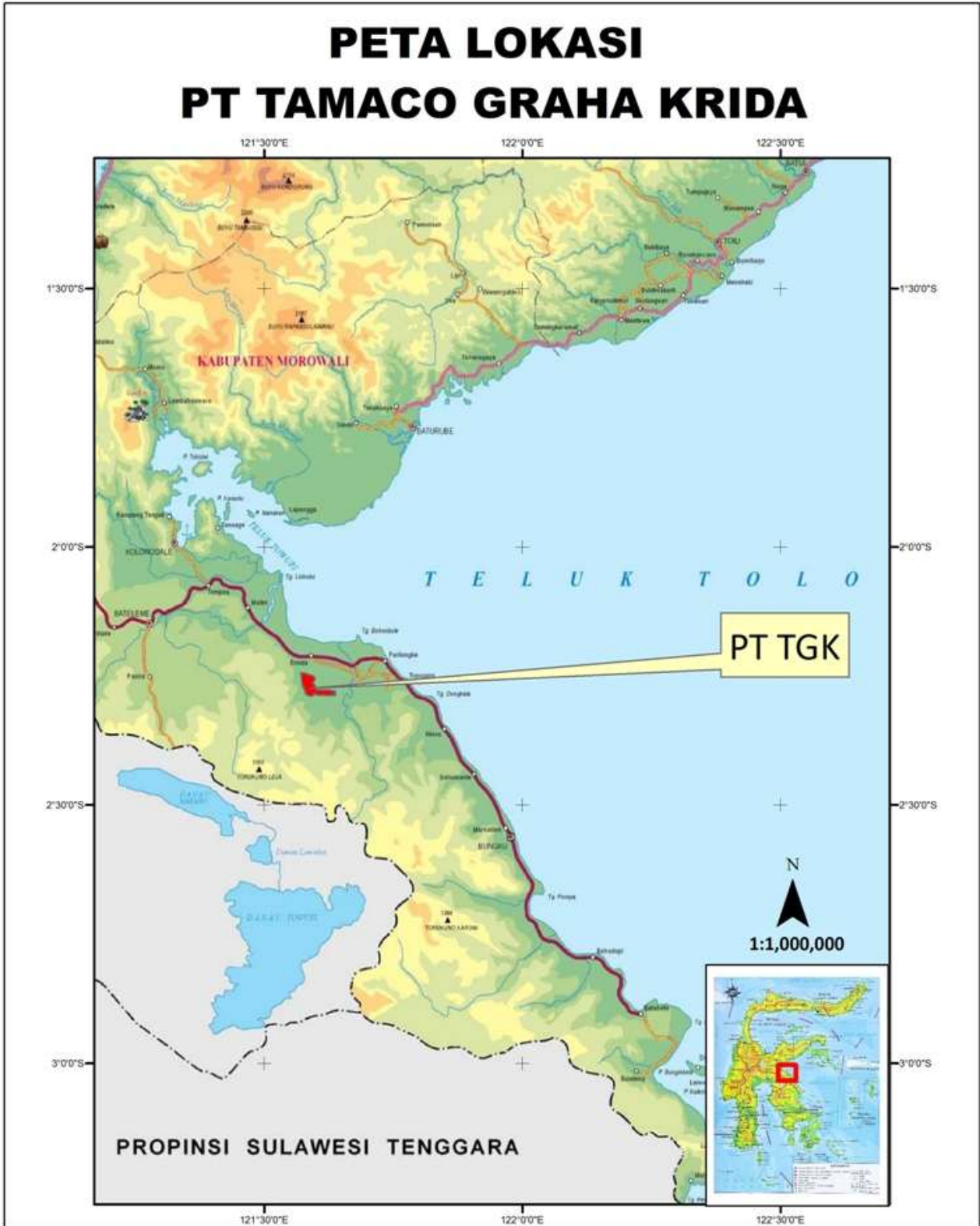
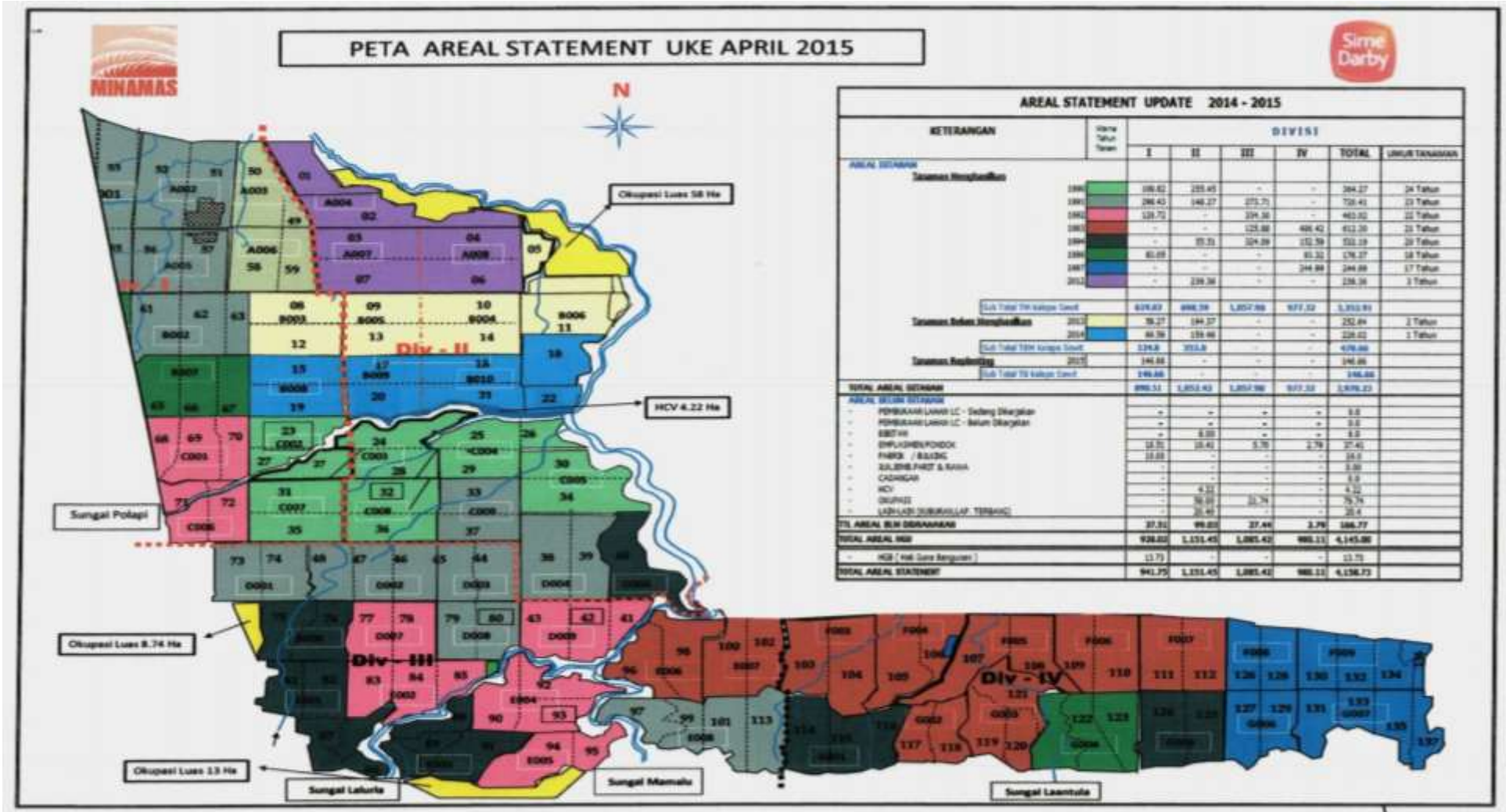


Figure 2. Operational Map of PT TAMACO GRAHA KRIDA – UNGKAYA ESTATE





**Glossary**

AMDAL	:	<i>Analisis Mengenai Dampak Lingkungan</i> (Social and Environmental Impact Assessment)
ASA	:	Annual Surveillance Assessment
B3	:	<i>Bahan Berbahaya dan Beracun</i> (Hazardous waste or Scheduled Waste)
BOD	:	Biological Oxygen Demand
BMP	:	Best Management Practices
CD	:	Community Development
CPO	:	Crude Palm Oil
CSR	:	Corporate Social Responsibility
HCV	:	High Conservation Value
HGU	:	<i>Hak Guna Usaha</i> (Land Use Permit)
HIRARC	:	Hazard Identification Risk Assessment and Risk Control
IPM	:	Integrated Pest Management
IUP	:	<i>Izin Usaha Perkebunan</i> (Plantation Operation License)
EFB / Jangkos	:	Empty Fruit Bunch / <i>Janjang kosong</i>
EHS	:	Environment, Health and Safety
FFB / TBS	:	Fresh Fruit Bunch / <i>Tandan buah Segar</i>
Jamsostek	:	<i>Jaminan sosial tenaga kerja</i> (Employees and Social Insurance)
KER	:	Kernel Extraction Rate
KT	:	<i>Kelompok Tani</i> (Farmer Group)
LC	:	Land Clearing
LCC	:	Legume Cover Crop
MB	:	Mass Balance
MRC	:	Minamas Research Centre
MSDS	:	Material Safety data Sheet
NA	:	Not applicable
NC	:	Non Conformity
OER	:	Oil Extraction Rate
OHS / K3	:	Occupational Health and Safety / <i>Kesehatan dan Keselamatan Kerja</i>
RKL	:	<i>Rencana Kelola Lingkungan</i> (Environmental Management Plan)
RPL	:	<i>Rencana Pemantauan Lingkungan</i> (Environmental Monitoring Plan)
SPK	:	<i>Surat Perjanjian Kerjasama</i> (Letter of Agreement)
PSD	:	Plantation Services Departement
PSQM	:	Plantation Sustainable Quality Management
PKB	:	<i>Perjanjian Kerja Bersama</i> (Working Agreement)
PKS / POM	:	<i>Pabrik Kelapa Sawit</i> / Palm Oil Mill
POME	:	Palm Oil Mill Effluent
P2K3	:	<i>Panitia Pembina Kesehatan dan Keselamatan Kerja</i> (OSH Organisation)
SKU	:	<i>Satuan Kerja Unit</i> (Working Unit)
TGK	:	Tamaco Graha Krida
UKE	:	Ungkaya estate
UKF	:	Ungkaya factory

<b>1.0 SCOPE OF THE CERTIFICATION ASSESSMENT</b>			
<b>1.1 Assessment Standard Used</b>			
<ul style="list-style-type: none"> <li>• <i>RSP0 Principles and Criteria (P&amp;C) for for the Production of Sustainable Palm Oil - April 25<sup>th</sup>, 2013.</i></li> <li>• <i>RSP0 Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSP0 Board of Governors on 21 November 2014 (Module D / E for CPO Mill)</i></li> <li>• <i>RSP0 Management System Requirements and Guidance for Group Certification of FFB Production 7 Maret 2016 (trial period)</i></li> </ul>			
<b>1.2 Organisation Information</b>			
1.2.1	Organisation name listed in the certificate	PT TAMACO GRAHA KRIDA - Sime Darby Plantation Sdn. Bhd	
1.2.2	Contact person	Men Kon, Tang	
1.2.3	Organisation address and site address	Head Office : No 2, Plantation Tower Jalan PJU 1A/7 Petaling Jaya, Malaysia 47301  Liaison Office of Sime Darby Indonesia (Minamas Gemilang): The Plaza Office Tower, 36th Floor, Jl. M. H. Thamrin Kav. 28-30, Jakarta 10350	
1.2.4	Telephone	+6221 – 29926000	
1.2.5	Fax	+6221 – 29922686	
1.2.6	E-mail	<a href="mailto:mohamad.pirabaharan@simedarby.com">mohamad.pirabaharan@simedarby.com</a>	
1.2.7	Web page address	<a href="http://www.simedarbyplantation.com">www.simedarbyplantation.com</a>	
1.2.8	Management Representative who completed the application for certification	Mohamad Pirabaharan	
1.2.9	Registered as RSP0 member	1-0008-04-000-00, dated 8 <sup>th</sup> September 2004	
<b>1.3 Type of Assessment</b>			
1.3.1	Scope of Assessment and Number of Management Unit	1 Unit of Ungkaya POM, 1 Unit of Ungkaya Estate and 1 Unit Ungkaya Smallholder (171 Farmer Groups which consist of 5,005 Smallholder members).	
1.3.2	Type of certificate	Single	
<b>1.4 Locations of Mill and Plantation</b>			
1.4.1	Location of Mill		
	<b>Name of Mill</b>	<b>Location</b>	<b>Coordinate</b>
			<b>Latitude</b> <b>Longitude</b>
	Ungkaya	Village of Ungkaya, Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	S 02° 13' 22"      E 121° 33' 49"
1.4.2	Location of Certification Scope of Supply Base		
	<b>Name of Supply Base</b>	<b>Location</b>	<b>Coordinate</b>
			<b>Latitude</b> <b>Longitude</b>

Ungkaya Estate	Village of Ungkaya, Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	S 02° 12' 40" – 02° 17' 27"	E 121° 33' 12" – 121° 39' 44"
Ungkaya Plasma / Smallholders	Sub District of Bungku Barat, Sub District of Bumi Raya, Sub District of Wita Ponda (District of Morowali). Sub District of Petasia Timur (District of Morowali Utara), Province of Sulawesi Tengah	S 02° 09' 35" – 02° 16' 58"	E 121° 28' 48" – 121° 46' 43"

### 1.5 Description of Area Statement

1.5.1	Tenure			
	• State			4,145 ha
	• Community			5,369 ha
1.5.2	<b>Area Statement</b>	<b>Ungkaya Estate (ha)</b>	<b>Ungkaya Smallholder (ha)</b>	<b>Total (ha)</b>
	• Total area	<b>4,145.00</b>	<b>5,369.00</b>	<b>9,514.00</b>
	• Mature area	2,959.12	5,369.00	8,328.12
	• Immature area	1,030.72	-	1,030.72
	• Mill	19.00	-	19.00
	• Nursery	6.00	-	6.00
	• Building / Office / Workers Quarter	44.95	-	44.95
	• Land Occupation (if any)	66.43	-	66.43
	• HCV	4.22	-	4.22
	• Riparian Zone / Conservation area	14.56	-	14.56

### 1.6 Planting Year and Cycles

1.6.1	Age profile of planting year			
	<b>Planting Year</b>	<b>Hectarage (Ha)</b>		
		<b>Ungkaya Estate (ha)</b>	<b>Ungkaya Smallholder (ha)</b>	<b>Total (ha)</b>
	1990	400.20	1,338.00	1,738.20
	1991	421.98	1,246.00	1,667.98
	1992	334.30	-	334.30
	1993	612.30	1,900.25	2,512.55
	1994	532.19	644.75	1,176.94
	1996	93.32	209.00	302.32
	1997	244.99	31.00	275.99
	2012*	239.44	-	239.44
	2013*	253.63	-	253.63
	2014*	230.72	-	230.72
	2015*	248.34	-	248.34
	2016*	378.43	-	378.43
	<b>TOTAL</b>	<b>3,989.84</b>	<b>5,369</b>	<b>9,358.84</b>
1.6.2	New Planting area after January 2010		-	Ha
1.6.3	Planting Cycle		2 <sup>nd</sup> Cycle	



1.7 Description of Mill and Supply Base							
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
Out put (ton)				Extraction (%)	Out put (ton)	Extraction (%)	
	Ungkaya	40	198,198.44	45,840.87	23.13	9,410.26	4.75
	<i>*Production data source from April 2015 – March 2016</i>						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill	
FFB (tonnes/year)						%	
	Ungkaya Estate	4,145.00	3,989.80	60,666.67	15.21	60,666.67	100
	Ungkaya Smallholder (5,005 SH)	5,369.00	5,369.00	116,557.91	21.71	116,557.91	100
	<b>TOTAL</b>	<b>9,514.00</b>	<b>9,358.80</b>	<b>177,224.58</b>	<b>18.94</b>	<b>177,224.58</b>	<b>100</b>
	<i>*Production data source from April 2015 – March 2016</i>						
1.7.3	FFB description from other source						
	Name of sources	Organisation	Location	Supplied to Mill			
FFB (tonnes/year)							
	Bimor Jaya (Masara)	Supplier	Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	2,124.17			
	Cooperative Morokerta	Supplier	Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	2,525.71			
	PT Kinara Sinar Gemilang	Independent Outgrower	Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	5,914.07			
	PT Timurjaya Indomakmur	Independent Outgrower	Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	5,780.96			
	PT PN Tomata	Independent Outgrower	Sub District of Wita Ponda, District of Morowali, Province of Sulawesi Tengah	4,673.93			
	<b>TOTAL</b>			<b>21,018.84</b>			
	<i>*Production data source from April 2015 – March 2016</i>						
1.7.4	Products			<b>FFB, CPO, PK</b>			
1.8 Estimate Tonnage of Certified Product							
1.8.1	Past Annual Claim Certified Product			Previous Certificate Claim 10 July 2015 to 9 July 2016 (tonnes/year)	Actual certified product 10 July 2015 to 26 April 2016 (tonnes/year)		
	• FFB Production			161,500	140,680.77		
	• CPO Production			36,337	32,767.00		
	• Palm Kernel (PK) Production			8,075	6,624.00		
1.8.2	Estimate of Certified FFB Claim						
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)		
	Ungkaya Estate	4,145	3,989.80	63,582	15.94		
	Ungkaya Smallholder (5,005 SH)	5,369	5,369.00	77,854	14.50		

<b>TOTAL</b>		<b>9,514</b>	<b>9,358.80</b>	<b>141,436</b>	<b>15.50</b>	
*Projected FFB production for April 2016 – March 2017						
1.8.3	Estimate of Certified Palm Product Claim					
Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
			Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
Ungkaya	40	141,436	33,450	23.65	7,072	5.00
*Projected Ungkaya Mill production for April 2016 – March 2017						
<b>1.9 Other Certifications</b>						
	ISO 9001:2008		-			
	ISO 14001: 2004		-			
	OHSAS 18001:2007		-			
	ISCC		-			
	Indonesian Sustainable Palm Oil (ISPO)		MUTU-ISPO/034, dated 30 April 2015.			
<b>1.10 Time Bound Plan</b>						
1.10.1	<b>Time Bound Plan for Other Management Units</b>					
	Management Unit		Estate (Supply Base)	Time Bound Plan	Location	Status
	MILL	Time Bound Plan				
	Sekunzir. PT. Indotruba Tengah	2010	Sekunzir	Certified 2010	Seruyan and West Kotawaringin District – Central Kalimantan	Certified
			Seruyan	Certified 2010		
	Manggala. PT. Tunggal Mitra Plantations	2010	Manggala 1	Certified 2010	Rokan Hilir District – Riau	Certified
			Manggala 2	Certified 2010		
			Manggala 3	Certified 2010		
	PT. Sime Indo Agro	2010	PT. Sime Indo Agro	Certified 2010	Sanggau District –West Kalimantan	Certified
	Teluk Siak. PT Aneka Own Estate Persada	2011	Teluk Siak	Certified 2011	Pekanbaru, Siak District – Riau	Certified
			Pinang Sebatang	Certified 2011		
			Aneka Persada	Certified 2011		
	Sungai Pinang. PT. Bina Sains Cemerlang	2012	Sungai Pinang	Certified 2012	Musi Rawas District – South Sumatera	Certified
			Bukit Pinang	Certified 2012		
	Sukamandang. PT. Kridatama Lancar	2011	Sukamandang	Certified 2011	Seruyan and East Kotawaringin District – Central Kalimantan	Certified
			Sapiri	Certified 2011		
			Baras Danum	Certified		

			2011		
		Kuala Kuayan	Certified 2011		
Pematang. PT. Teguh Sempurna	2011	Pematang	Certified 2011	Seruyan and East Kotawaringin District – Central Kalimantan	Certified
		Kawan Batu	Certified 2011		
		Hatan Tiring	Certified 2011		
		Batang Garing	Certified 2011		
Teluk Bakau. PT. Bhumireksa Nusa Sejati	2011	Teluk Bakau	Certified 2011	Indra Giri Hilir District – Riau	Certified
		Nusa Perkasa	Certified 2011		
		Nusa Lestari	Certified 2011		
Mandah. PT. Bhumireksa Nusa Sejati	2014	Mandah	Certified 2011	Indra Giri Hilir District – Riau	Certified
		Rotan Semelur	Certified 2011		
Angsana Mini. PT Sajang Heulang	2011	KKPA-1 PT.SHE	Certified 2013	Tanah Bumbu District – South Kalimantan	Certified
		Pantai Bonati	Certified 2011		
Angsana. PT Ladangrumpun Suburabadi	2011	Angsana	Certified 2011	Tanah Bumbu District – South Kalimantan	Certified
		Gunung Sari	Certified 2011		
		KKPA-4 PT.SHE	Certified 2013		
Mustika. PT Sajang Heulang	2013	KKPA-2 PT.SHE	Certified 2013	Tanah Bumbu District – South Kalimantan	Certified
		KKPA-3 PT.SHE	Certified 2013		
		KKPA-5 PT.SHE	Certified 2013		
Gunung Aru. PT Bersama Sejahtea Sakti	2011	Gunung Aru	Certified 2011	Kotabaru District – South Kalimantan	Certified
		Gunung Kemasari	Certified 2011		
		Laut Timur	Certified 2011		
		Pantai Timur	Certified 2011		
Bebunga. PT. Langgeng Muaramakmur	2011	Sungai Cengal	Certified 2011	Kotabaru District – South Kalimantan	Certified
		Bebunga	Certified 2011		
		KKPA Sungai Cengal	2014		
Pondok Labu. PT Paripurna Swakarsa	2012	Binturung	Certified 2012	Kotabaru District – South Kalimantan	Certified
		Pondok Labu	Certified 2012		

		Rampa	Certified 2012		
		Sesulung	Certified 2012		
Selabak. PT Swadaya Andhika	2012	Selabak	Certified 2012	Kotabaru District – South Kalimantan	Certified
		Randi	Certified 2012		
		Sangkoh	Certified 2012		
		Lanting	Certified 2012		
Rantau. PT Laguna Mandiri	2012	Rantau	Certified 2012	Kotabaru District – South Kalimantan	Certified
		Matalok	Certified 2012		
Betung. PT Laguna Mandiri	2014	Betung	Certified 2012	Kotabaru District – South Kalimantan	Certified
		Sekayu	Certified 2012		
Ungkaya. PT Tamaco Graha Krida	2012	Ungkaya	Certified 2012	Morowali District – Sulawesi Tengah	Certified
		Plasma TGK	2015		
Ladang Panjang. PT Bahari Gembira Ria	2012	Ladang Panjang	Certified 2012	Muaro Jambi District - Jambi	Certified
		Plasma BGR	2015		
Rantau Panjang. PT Guthrie Pecconina Indonesia	2012	Rantau Panjang	Certified 2012	Musi Banyuasin District – South Sumatera	Certified
		Bumi Ayu	Certified 2012		
		Karang Ringin	Certified 2012		
		Napal	Certified 2012		
		Mangun Jaya	Certified 2012		
		KKPA Sungai Jernih	2015		
Blang Simpo. PT Perkasa Subur Sakti	2013	Tamiang (PT PPP)	Certified 2013	Aceh Tamiang and East Aceh District – Nanggroe Aceh Darussalam	Certified
		Batang Ara ((PT PSK))	Certified 2013		
		Blang Simpo-01 (PT PPP)	Certified 2013		
		Blang Simpo-02 (PT PPP)	Certified 2013		
MAS. PT Mitra Austral Sejahtera	2017	MAS 1	2017	Sanggau District – West Kalimantan	2017
		MAS 1	2017		
		MAS 1	2017		
Lembiru. PT Sandika Nata Palma	2014	Lembiru	Certified 2014	Ketapang District – West Kalimantan	Certified
		Awatan	Certified 2014		

			Pelanjau (PT BAL)	2017		
			Sungai Putih (PT BAL)	2017		
			Baturus (PT BAL)	2017		
1.10.2	<b>Progress of Associated Smallholders and Outgrowers for Certifiable Standard</b>					
	Ungkaya Plasma / Smallholders have been including in RSPO certification program and audited during Annual Surveillance Assessment of Ungkaya POM and certified.					

<b>2.0 ASSESSMENT PROCESS</b>	
<b>2.1 Assessment Team</b>	
<b>ASA-4</b>	<p>1). <b>Yudwi Wisnu Rahmanto (Lead Auditor)</b> Bachelor Degree of Forestry with Silviculture background, University of Gadjah Mada. He worked at professional independent Certification Body as an Auditor for last 5 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks) and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this audit, he assigned to verify of legal, transparency, conflict resolution and Supply Chain aspect.</p> <p>2). <b>Moh. Arif Yusni (Auditor)</b> A bachelor of Agriculture, majoring of Plant Pest and Diseases (Plant Protection). He has a working experience for 2 (two) years in oil palm Plantation Company in Indonesia. Trainings attended namely: Indonesian Sustainable Palm Oil (ISPO) Lead Auditor training course and Auditor/Lead auditor Management System Certification (ISO 9001-2008). Now he worked at Professional Certification Body. He has been several times following audit related to sustainable palm oil certification system as an auditor. During this audit, he assigned to verify of health &amp; safety and worker welfare.</p> <p>3). <b>Sandra Purba (Auditor)</b>. Bachelor of Forestry, Department of Forest Products Technology, Faculty of Agriculture, University of North Sumatra. Have experience working in oil palm plantations Company. She had attended such training: Training of General OHS Expert, Training ISPO Auditor, Awareness RSPO, training ISO 22000-2009 Auditor/Lead auditor, Auditor Management System Certification (ISO 9001-2008), RSPO Endorsed Lead Auditor Training Course and OHS Management System Auditor Training Course. Currently he worked as an auditor at Certification Body. On this audit she is covered environment aspect, waste management aspect, GHG and HCV aspect.</p> <p>4). <b>Mohamad Amarullah (Auditor)</b>. Master of Wood science and technology from University of Putra Malaysia and Bachelor of Forestry form Bogor Agricultural University. Had six year experience as an Agronomist and Researcher in Indonesia and Malaysia. He had contributed to soil correlation and yield improvement project on peat soil in Riau. She had followed training such as ISO 17021, ISO 17065, HCV, ISO 9001:2008, Auditor ISPO, Auditor RSPO and ISO 14001:2004. At RSPO ASA-3, he has contribute on estate and mill best management practices aspect assessment.</p>
<b>2.2 Assessment Methodology, Assessment Process and Locations of Assessment</b>	
<b>2.2.1</b>	<b>Figure of person days to implement assessment</b>
<b>ASA-4</b>	<p>Number of auditors: 4 auditor          Number of days for <b>ASA-4</b> at site : 5 days          Number of working days for <b>ASA-4</b> at site : 20 Working days</p>
<b>2.2.2</b>	<b>Assessment Process</b>
<b>ASA-4</b>	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Tamaco Graha Krida to the requirements of</p> <ul style="list-style-type: none"> <li>• <b>RSPO Principles and Criteria (P&amp;C) for for the Production of Sustainable Palm Oil - April 25th, 2013.</b></li> <li>• <b>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill)</b></li> <li>• <b>RSPO Management System Requirements and Guidance for Group Certification of FFB Production 7 Maret 2016 (trial period)</b></li> </ul> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the</p>

information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site. Some opportunities for improvement of the results **ASA-4** delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (**Re-certification**).

Improvement of findings from main assesment findings were observed by auditors at this **ASA-4** assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of **Re-certification**.

The assessment program please find Appendix 2

2.2.3	<b>Location of Assessment</b>
ASA-4	<p>Auditors assess one (1) mill and its supply base : 1 estate (Ungkaya Estate) and sampled smallholder scheme (Makarti Sejahtera Smallholder Group, Bumi Persada Smallholder Group, Bintang Timur Smallholder Group, Lambelu II Smallholder Group, Limbo Makmur I Smallholder Group, Karya Subur Smallholder Group, Podi Jaya Smallholder Group and Monsombu Jaya Smallholder). The complete information of the visitation:</p> <p><b>Ungkaya Mill</b></p> <p>Lokasi 1. Ungkaya Mill. Observation on the OHSMS implementation and hazardous waste management. Production activity and supply chain.</p> <p>Lokasi 2. Monitoring well 2, barn owl box and erosion monitoring pole in block 63.</p> <p>Lokasi 3. Hazardous waste storage. Observation in term of the hazardous waste management on the storage.</p> <p>Lokasi 4. Ungkaya POM WWTP. Observing the WWTP facilities.</p> <p><b>Ungkaya Estate</b></p> <p>Lokasi 1. Land Use Title Boundary poles in block 113 and 114 of division 3 &amp; division 4: Observation on the PT TGK boundary poles for 134 Ha.</p> <p>Lokasi 2. Estate Polyclinic: Observation on the medical service for workers and the management of medical waste.</p> <p>Lokasi 3. Workshop: observation and interview with the workers of workshop, the workers use standard PPE. They have aware of the risks and dangers. The welding expert has been trained and has achieved certificate as well as the regular medical check up.</p> <p>Lokasi 4. Fertilizer Storage of division 1: observation in term of the fertilizer management and interview with the Head of storage in term of the use of PPE, MSDS and OHS aspect on the fertilizer use circle.</p> <p>Lokasi 5. Agrochemical Storage: observation on the placement of pesticide and chemicals used to support the estate operationals.</p> <p>Lokasi 6. Harvesting program in Block E24; Observation on the harvesting program. According to the result of observation, the harvesting program has been conducted based on the applied SOP. The harvesters ave aware of the procedure of OHS, harvesting basic, and the waging system.</p> <p>Lokasi 7. Chemist program in Block E31-32. Observation and interview in term of the herbicide application. According to the observation, the sprayers have used proper PPE like helmet, masker, apron, gloves and boots. The sprayers have aware of the must-exterminated weed. There is no pregnant nor breastfeeding women workers doing herbicide application. The workers have achieved proper wage (based on the minimum wage standard) as well as regular medical check up.</p> <p>Lokasi 8. EFB application (Block D011-D012). Observation on the solid waste utilization in form of the EFB in estate. According to the result of observation, the EFB application is quite effective to reduce the POM solid waste as well as reducing the use of fertilizer in estate. The company has implemented EFB application system based on the applied procedure with dosage of 250 kg/plant.</p> <p>Lokasi 9. Manuring block in Block of Observation of NK Blend manuring till late October to achieve 100% manuring target. The dosage of NK Blend fertilizer is referring the research team recommendation. The manurer has implemented OHS principle. All the workers have worn PPE, apron and masker to avoid the direct</p>

fertilizer contamination. There is no pregnant nor breastfeeding women workers.

- Lokasi 10. Polapi River in Block 71 of Division 3: the riparian area is marked with yellow paint (50 meter off the river) and no replanting program conducted in riparian area. The enrichment of Palopi Riparian with mahogany and gaharu has been conducted.
- Lokasi 11. Laluria River in block 43 of Division 3: there are still trees and signboards.
- Lokasi 12. Replanting Area. Observation on the replanting program. According to the result of field visit, the company does no burn the waste and reckless waste disposal.
- Lokasi 13. Workshop of Ungkaya Estate: observation on the hazardous waste storage.
- Lokasi 14. Settlement for employees of division 1: observation and interview with the workers in settlement in term of the facilities in G2 settlement, place of worship, clean water, electricity, sanitation and waste management.
- Lokasi 15. The Head of Ungkaya Estate Gender Committee: interview with the Head of Gender Committee for regime period of 2013 -2015 in term of the socialization of sexual harassment prevention, complaint delivery, response of the company, minimum age requirements and salary.
- Lokasi 16. Interview with the sprayers in division 2 and division 3 in term of the medical check up, salary and PPE.
- Lokasi 17. Interview with the Head of labour union in term of the contract for service, minimum wage standard, procedure of complaint delivery, rights and obligations of employees and company.

#### **Ungkaya Scheme Smallholder**

- Lokasi 18. Interview with the Makarti Sejahtera Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 19. Interview with the Bumi Persada Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 20. Interview with the Bintang Timur Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 21. Interview with the Bukit Makarti Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 22. Interview with the Lambelu II Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 23. Interview with the Lambelu III Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 24. Interview with the Limbo Makmur I Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 25. Interview with the Karya Subur Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.
- Lokasi 26. Interview with the Podi Jaya Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.



Lokasi 27. Interview with the Monsombu Jaya Smallholder Group in term of the ownership of scheme smallholder and field visit to each smallholder group in term of the scheme smallholder management of PPE, OHS and estate operationals.

**Associated Agencies**

- Lokasi 28. Forestry and Plantation Agency of Morowali District, Central Sulawesi Province.
- Lokasi 29. Manpower Agency of Morowali District, Central Sulawesi Province.
- Lokasi 30. National Land Agency of Morowali District, Central Sulawesi Province.
- Lokasi 31. Environment Agency of Morowali District, Central Sulawesi Province.

<b>2.3 Stakeholder Consultation and Stakeholders Contacted</b>	
<b>2.3.1</b>	<b>Summary of stakeholder consultation process.</b>
<b>ASA-4</b>	Summary of stakeholder consultation process Consultation of stakeholders for PT TAMACO GRAHA KRIDA was held by: Public Notification 30 days prior to assessment in MUTUAGUNG LESTARI website Public consultation meeting with internal stakeholders by interviews and local stakeholders conducted by visits to villages and interviews with local peoples on 27 and 28 April 2016. Numbers of input from stakeholders were clarified by PT TAMACO GRAHA KRIDA
<b>2.3.2</b>	<b>Stakeholder contacted</b>
	<i>Please find appendix 1</i>
<b>2.4 Determining Next Assessment</b>	
	The next visit ( <i>Re-Certification</i> ) will be determined at least between April to June 2017.

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Ungkaya POM – PT Tamaco Graha Krida, Sime Darby operation consisting of one (1) mill, one (1) oil palm estate and one (1) oil palm scheme smallholders consist of 171 Farmer Group (5,005 farmers / smallholders).

During the assessment, there were eleven (11) Nonconformity were assigned against Major Compliance Indicator; seven (7) Nonconformity were assigned against minor Compliance Indicator and three (3) Opportunities for Improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective action(s) that had been reviewed and accepted by Auditor(s) in form of documentation evidence(s) e.g. (document record/photographic/etc.).

MUTUAGUNG LESTARI found that Ungkaya POM – PT Tamaco Graha Krida, Sime Darby complied with the requirements of **Generic RSPO Principles and Criteria for Sustainable Palm Oil Production (April 2013), Section 3 Guidance for Compliance with the RSPO P&C 2013 on RSPO Management System Requirements and Guidance for Group Certification of FFB Production (March 2016) trial period and Supply Chain Requirement for CPO Mill, November 2014.**

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is **Continued**

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
<b>PRINCIPLE #1 COMMITMENT TO TRANSPARENCY</b>		
<b>1.1 Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</b>		
<p><b>Own Estate</b>            PT Tamaco Graha Krida (TGK) had a SOP of information request. Incoming information requests from stakeholders are documented in a " the log book of the incoming and outgoing letters". Based document verification and interview with stakeholders, it is known that during the year 2016 there is no one request for information from stakeholders All documents related to the communication and consultation are stored for 1 years.</p> <p>The results of the public consultation with the relevant authorities, it is known that the company has provided regular information related to the management of environmental, social, labor, OHS, etc.</p> <p><b>Smallholders</b>            Procedure of information request for scheme smallholder is written on the document No. 001/Plasma-TGK-INF/2014 dated January 1st 2014. The document describes the procedure that all the information request letters are purposed to the Head of smallholder group. The incoming and outgoing letters from and to smallholder groups are maintained on the house of the Head of smallholder groups. The complaint, claim and aspiration period that do not need approval shall be responded within 2 weeks. If it need approval, it shall be responded within a month.</p> <p>Based on interview with stakeholders, management of PT TGK, farmers in KT3 and KT4 there is no one request for information from stakehoders to smalholders.</p>		
<b>Status: COMPLY</b>		

**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.**

**Own Estate**

The Company already has a list of information to stakeholders such as EIA, document of Land Use Title, document of OHS implementation and CSR document, interview with Stakeholders its known if they understood how to communicate and consult to the companies.

**Smallholders**

PT TGK and the smallholder groups have provided the type of the given information and response. According to the document review, the management unit shows the type of the publicly-accessed documents like the land hectarage and planting year, type of the fertilizer used by, type of the agrochemical fertilizer used by, data of smallholders, list of income / list of smallholder groups wage, FFB pricing, circle/schedule of harvesting program. The information retention period is 2 years. The informations are well maintained and easily-searched.

**Status: COMPLY**

**1.3**

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

**Own Estate**

**1.3.1**

The company has had written policy. It describes the code of conduct and ethic behaviour on all operationals of the company and the transaction as well. It is written on the Code of conduct No. 440/HRM-COC/07. It has been approved by the top manajemen.

Based on interview with the sampled related parties such as management unit representative, employees, board of gender committee and board of labour union, known that the company's code of conduct has been socialized via morning briefing and safety briefing.

**Smallholders**

**1.3.1**

The policy of code of conduct and ethic behavior refer to PT TGK. Based on interview wit farmers in KT 3 and KT4 its known of they are have a committed to work with the aspect of honest.

**Status: COMPLY**

**PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS**

**2.1**

**There is compliance with all applicable local, national and ratified international laws and regulations.**

**Own Estate**

**2.1.1**

According to the result of stakeholder consultation with the Government Agencies of Morowali District (Plantation Agency and National Land Agency) on May 5th 2015, PT TGK has been running the business cooperatively. PT TGK also complies the national and regional law.

Related to the compliances of law and regulations, the certificate holder known that:

1. SEIA document have not cover all areas of the plantations (both own estate and smallholder area) – as mentioned in above para. However, based on the public consultation with relevant agencies (BLH Kab Morowali) note that in accordance with Regulation No. 27 of 2012.
2. Specific of Medical Examination for the high risk workers, i.e.: worker who working at the high noise exposure area in the Mill, this is not comply with Manpower regulation Permenaker No. 02 Tahun 1980.

**See Non-Conformity No: 2016.01**

**2.1.2**

The company has a documented system in form of the list of law in aspects of land legal, manpower and OHS. There are 107 law and check list of the compliance of the company over the law. The procedure of law requirements compliance is started by completing the checklist of law compliance evaluation. The evaluation of the law compliance is reviewed by the company

for at least once a year. The system to search any law change that have to do with estate and mill is implemented by the Department of Legal. It is authorized to PSQM Officer.

**2.1.3**

Procedure (SOP) of oil palm agronomy for Minamas Plantation was presented in document of Agricultural Reference Manual Policy No. 110/EST-ARM/13 dated September 1<sup>st</sup>, 2013. While technical guidelines and operational administrative procedure for oil palm processing were presented in document Policy No. 110/POD-FAC/07 Part I and 130/POD-FAC/07, respectively. Based on documents review, it could be concluded that those SOP's were comply with Indonesian laws and regulation. For example, agronomic procedures was referring to Law No. 18 year 2006 and zero burning for land clearing technique was referring to technical guidelines for land clearing, issued by Directorate General of Plantation, Department of Agriculture year 2007. Up to ASA-4, there are no revision on SOP documents.

**2.1.4**

Based on evaluation of regulatory compliance of PT TGK 2016 document review, it could be concluded that CH has classify the type of Laws/Regulations based on its aspects (e.g. legal, agronomy, environment, manpower, etc.), monitoring on its application and fulfillment, provide the evidence of fulfillment and keep updating new Law/Regulation. Evaluation of Law compliances was reviewed once a year by Department of Law while documentation and Distribution was authorized by Department of PSQM.

Based on stakeholder consultation to Government Institutions of Morowali District, it could be concluded that CH had cooperatively running the business and had tried to comply with applicable Law/Regulations. Furthermore, based on field observation in BMO aspects, it could be concluded that the CH had been carrying out activities which accordance with applicable regulations, such as zero burning in land clearing, using certified seeds and no use of Paraquat in weeds control.

**Smallholder**

**2.1.1; 2.1.2**

Environmental feasibility document

During ASA-03, identified the plasma area (Block Bumi Harapan to Block Ambunu (2,676 Ha) and Block Atananga to block Samarenda size 244 ha) were not covered in the scope of the Environmental Impact Assessments, Group Manager has demonstrated a document written by the respective Coordinator which states that the region in the implementation of environmental management will follow completely the EIA document PT TGK and implementation of environmental management will be included in the report of RKL and RPL semester.

**2.1.3; 2.1.4**

Group Manager stated that all laws/regulations implemented in Plasma were adopted from PT TGK management. Based on interview with smallholders in Puntari III, Sabar Menanti and Purun Daya, it was stated that Regional Coordinator (Internal Control System) routinely provide a technical training which related to oil palm agronomy practices, such as manuring, pest management, upkeep and harvesting. Both parties also stated that two-side communication were goes satisfactory.

<b>2.1.1</b>	<b>Status: Non Conformance 2016.01 with Major category</b>
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**2.2**  
**The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.**

**Own Estate**

**2.2.1**

Certificate Holder showing legal document of land ownership from Government land as Land Use Right (HGU) certificate No. 06/HGU/1989 (dated 15 July 1989). Size of permitted area covering 4,145 Ha and validity of this license upto Year 2024. History of the land tenure is from the Government land and community ownership that have been compensated by the CH. All those documents that showing legal ownership or history of land are on behalf of PT. Tamaco Graha Krida. According to field observation at boundary poles No. 12 (Block 71 Division 1), No. 13 (Block 81 Division3) and No. 14 (Block 86 Division 3) known that actual land use for oil palm crops is over than HGU map version Year 2011 (re-demarcation). Based on overlay between Ungkaya Estate operational map and HGU map version year 2011, there were sighted discrepancy of legal boundary in both maps. In example: curve shape of BPN poles No. 13 and No. 14. This indicates that certificate holder is overplanted. **See Non-conformity NCR 2016.02.**

2.2.2

Legal boundaries of land use right are available in place. In 2011, National Land Agency (BPN) of Morowali District conducted re-demarcated of boundaries and issued the GPS coordinates list of poles location namely "Peta dan Buku Tugu Titik Batas HGU PT. Tamaco Graha Krida".

During field verification by auditor using GPS device, boundary pole No. 1 and No. 11 did not found onsite. Whilst, boundaries pole No. 12, No. 13 and No. 14 are not well maintained. **See Non-Conformity NCR 2016.03.**

2.2.3

There were land dispute occurred in 2012 in Bumi Harapan Village and Laantula Jaya Village covered 134 Ha. CH has had the evidence on resolving process and provided in place.

2.2.4; 2.2.5

The results of the public consultation with relevant agencies and community representatives during activities of ASA-4, it is known that the land disputes arise in 2013. However, this has been resolved through mediation between the parties as the evidence shown on previous surveillance.

2.2.6

According to the Memorandum No. 364/IV-SOUVII/2015 dated January 1st, 2015, CH committed to solve the issue by referring the applied law and procedure (no use of paramilitary to Own Estate/meditation). This statement also confirmed during interviews with villagers (including smallholder farmers) that paramilitary used to resolve the land conflict is absence.

**Smallholders**

2.2.1

Documents showing legal ownership for all smallholders are kept in Bank as a guarantee of credit loan. Group Manager show the summary of credit loan status, there were 739 farmers are not fully paid of credit loan.

2.2.2

Group Manager has provided the maps of total smallholders' area, completed with name of farmer groups, coordinator area and size.

Confirm by sampling at plot no 173 farmer Group of Limbo Makmur 6 that a selection of boundary markers is physically present on the ground.

2.2.3; 2.2.4; 2.2.5; 2.2.6

During interview with farmers, it was confirmed that land conflict si absence. If there is any land conflicts raised, resolve mechanism through negotiation with affected parties and facilitated by farmer group/village.

2.2.1

**Status: Non Conformance 2016.02 with Major category**

2.2.2

**Status: Non Conformance 2016.03 with minor category**

**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.**

**Own Estate**

2.3.1

Maps have been developed for Ungkaya Estate operation indicating Legal demarcation and planted areas. Planted areas of the Estate are wholly on Government land, leased under HGU. A number of people occupy part of HGU area; however there is no legal or customary evidence that proves it. There are no existences of other legal, customary or user right inside the consesion area.

2.3.2

The ownership of land by PT TGK is proven by the document of Land Use Title (HGU) No. 06/HGU/1989 dated July 15th 1989. It was issued by Poso District National Land Agency. It valid till 2024 for 4.145 ha.

The results of the consultation can be seen that the legal implications, economic, and social environment so that the use of land for plantation development has been understood and accepted by the affected communities, including the implications for the legal status of their land, concessions or compensation for their land.

2.3.3

All information related to village communities around the plantations, including stakeholders and smallholders, in the delivery of information, including assessments of impacts and legal arrangements are presented in Bahasa Indonesia using simple and easy to understand terminology.

2.3.4

Based on the interview with village supervisor (Ketua BPD) of Ungkaya, surrounding communities were present including the Village Head. Evidence shown that Village communities have delegated their representatives to the Village Head.

<b>Smallholders</b>		
2.3.1		
During interview with farmers of Limbo Makmur 6, known that there is no customary land within the smallholders' operational area.		
2.3.2; 2.3.3		
Confirmed that no agreements made between farmers related plantation area.		
2.3.4		
During interview with farmers of Limbo Makmur 6, Puntari 3 and Purun Daya known that there is no land conflict raised during settled since 1988.		
	<b>Status: Comply</b>	
<b>PRINCIPLE #3 Commitment to long-term economic and financial viability</b>		
<b>3.1</b>		
<b>There is an implemented management plan that aims to achieve long term economic and financial viability.</b>		
<b>Own Estate</b>		
3.1.1 and 3.1.2		
CH has provide long term (minimum for 3 years) economic and financial viability plans which describes in documents as follows:		
<ul style="list-style-type: none"> <li>Estate Manager Work Plan of Production Budget of Ungkaya Estate period 2017-2021. The document describes FFB production according to its year of planting, productivity (ton/ha), operational cost, cost allocation, replanting, nursery and administrative cost.</li> <li>Summary budget 2013-2018. The document describes processing cost, production plan, FFB processed, CPO production, quality of CPO (OER and KER), processing cost on each station which consist of FFB reception, FFB handling, sterilization, threshing, pressing, clarification, depericarping, kernel recovery station, boiler station, power generation, production storage and dispatch, laboratory, oil recovery, WTP, effluent treatment plant, workshop and maintenance as well as EFB disposal.</li> </ul>		
Estate management shows document of long range replanting program and replanting map for period 2012 to 2025. Document mentioned that total replanting target up to 2025 was 3,854.44 ha. Based on semi detail soil map, it was informed that there is no presence of peat soil. Thus, management strategy on fragile (peat) soil is not necessary.		
There are several factor which taken into consideration for replanting program, i.e. palm age is more than 25 years old, FFB yield is less than 18 ton/ha/year and palm height is more than 15.1 m. furthermore, replanting program must be executed systematically by following operational scheme. Based on document review, actual replanting in 2011/2012 to 2013/2014 had been carried out in line with the program. In 2014/2015, replanting realization was only 60 %, due to some problem with Contractor. Hence, Estate management decide to switch contractor from to PT Catur Manunggal Jaya Abadi to PT Mitra Jaya Perdana. Recapitulation of planting activities such as Block location, past-current Block name, month of planting, total area and number of palm planted and stand per ha were recorded in document of historical planting and replanting program. Further information detail on replanting was documented on document of replanting program and realization. Up to April 24 <sup>th</sup> , 2016, replanting achievement was 70 % from the program.		
<b>Smallholders</b>		
3.1.1 and 3.1.2		
CH had pointed 1 Group Manager and 4 Regional Coordinator to guide, assisting and monitoring smallholders in running oil palm agronomic activity. At the time of ASA-4, Group Manager can not show the long-term economic and financial viability plans, at least for the next three years. This is noted as <b>See Non-conformity No. 2016.04</b> .		
Palm ages on some area in Plasma have reach 25 years (1 <sup>st</sup> cycle of planting). Thus, Estate Manager starts socialization of replanting program. Smallholders of Puntari III, Sabar Menanti and Purun Daya stated that replanting program socialization for 2016/2017 had been carried out. However, agreement between both parties has still not settled up. Type of scheme and cooperation used became the main issue and still under discussed. Apparently, replanting program can not be implemented in the near future.		
3.1.1	<b>Status: Non Conformance 2016.04 with Major category</b>	
<b>PRINCIPLE #4 Use of appropriate best practices by growers and millers</b>		

**4.1****Operating procedures are appropriately documented and consistently implemented and monitored.****Own Estate****4.1.1**

CH has procedure (SOP) of oil palm Agronomy for Minamas Plantation Group which presented in document of Agricultural Reference Manual Policy No. 110/EST-ARM/13 dated September 1<sup>st</sup>, 2013, signed by the Head of Plantation Upstream Indonesia. The SOP describes techniques on palm material preparation, nursery, planting and replanting, land preparation, harvesting management, field upkeep, manuring, by-product application (EFB and POME), canopy management, water management and management in peat soil, strandard of ripeness, ablation, palm protections, weeds control, LCC planting and rainfall recording. According to field observation in Block D004 Divisi 2 for harvesting activity, Block 11 Divisi 2 for manuring activity and Block 59 Divisi 1 for spraying activity, it could be concluded that all workers were able to explain and demonstrate their work satisfactory and comply with the procedures.

Procedure for oil palm processing from FFB acceptance to dispatch of CPO and PK were presented in document of Minamas Plantation palm oil mill guidelines Part I and Part II, policy No. 130/POD-FAC/07 and No. 110/POD-FAC/07 Chapter I, Sub-chapter 1.1 which describes POM technical guidelines, such as stations processing, stocking, waste control and management, water treatment and laboratory analysis. There were also another policies related with oil palm processing, for example: Policy No. 14x/PTK-TRP/2004, No. SOP-SLF-01/2010 and No. 721/TQEM-PKA/08 Sub-chapter 6.2 which describes about FFB transportation, FFB acceptance and FFB grading on the mill, respectively. Based on Ungkaya POM observation to loading ramp station, processing stations, workshop, WWTP it could be concluded that all activity applied has comply with the procedures.

All procedure documents mentioned above are available in Bahasa. Documentation and distribution to the respective parties/units was under authorization of Department of Plantation Sustainable Quality Management (PSQM).

**4.1.2**

For monitoring and consistency purposes, some mechanism had been carried out by CH, as follows:

- Semester mill advisory visit report by Head Office team from Kuala Lumpur.
- Semester performance qualitative report by Head Office team.
- Semester Plantation Advisory visit report by Agronomy team from Head Office, which describes general management overview, pest and disease update, crop production, yield per hectare, manpower, cost control, performance quality report score and overview of another issues which need management attention, causal factors and recommendation, e.g. low productivity, safety apparels and water management in preparation for the El-Nino phenomena.
- Annual RSPO internal audit by PSQM team from Head Office Kuala Lumpur.
- Annual RSPO internal audit which focus on finance, administration and field application by PSQM team from Regional Department of Kalimantan and Sulawesi.

Whole note issued during assessment by internal team has been followed up by the company, and corrective actions plan has been prepared and implemented as well as reported to management.

**4.1.3**

Mill and Estate Management operational activity has monitored, documented and regularly reported, for example as follows:

- Production report by Assistant PSQM which describes FFB received, FFB processed, CPO and PK production, bulking and its stock in storage and bulking for RSPO certified and Non-certified.
- Monthly Mill Manager report which describes general data, production quality, production loss, FFB quality, EFB and POME application, delivery, losses analysis, production cost, manpower, etc.
- Monthly and semester FFB production report which describes production per Block, rotation, bunch weight, etc.
- Manuring report which describes program vs actual fertilizers application.
- Daily harvesting notes and Mandore notes.
- Daily work plan.

All the reports mentioned above has delivered to the respective upline periodically (daily, monthly and semester). Specialty for Mill and Estate Managers, their report will be evaluated and delivered to Minamas Head Office Management.

4.1.4

Procedure of FFB delivery to Ungkaya Mill was documented in Letter of Agreement (LoA) between CH and FFB supplier. There are three outgrower FFB supplier, e.g. Cooperative Morokarta, PTP Tomata, PT Kirana Sinar Gemilang and PT Timurjaya Indomakmur (Sinar Mas Group). For example, document No. 011/TBS/TBS/TGK-TI/VI/2015 dated June 1<sup>st</sup>, 2015 mentioned an Agreement between PT TGK with PT Timurjaya Indomakmur which describes object of trading (FFB), time and location of delivery, FFB transportation, determining FFB prize, term of payment, FFB quality and grading, bunch weight, take over, supplier assurance, mediation, announcement, time of agreement (6 month) and term of extended and ends of agreement. FFB received from third parties were administratively divided and classified as Non-certified.

**Smallholders**

4.1.1

Group Manager stated that agronomic procedures implemented in Plasma were adopted from PT TGK management. Procedure used by smallholders such as policy No. SOP/LAP/001 about manuring and chemical weeds control, policy No. SOP/LAP/006 about driver and transportation operator for smallholders and policy No. SOP/LAP/007 about task and assignment of Group Manager, Regional Coordinator, Harvesting staff, Administration Staff and harvesting. Procedure distribution to Group Manager and Regional Coordinator was authorized by Department of PSQM. Based on interview with smallholders in Puntari III, Sabar Menanti and Purun Daya, it was stated that Regional Coordinator (Internal Control System) routinely provide a technical training which related to oil palm agronomy practices, such as manuring, pest management, upkeep and harvesting. Both parties also stated that two-side communication were goes satisfactory.

4.1.2

For monitoring and consistency of procedure implementation purposes such as harvesting, field upkeep and manuring, Regional Coordinator has carried out a daily field visit. Smallholders in Puntari III, Sabar Menanti and Purun Daya stated that apart from daily field visit, four monthly meeting has routinely conducted. The meeting has discuss about every issues related with oil palm agronomy. For skills refreshment, training on production improvement has regularly carried out. Group manager shows minutes document of training dated July 11<sup>th</sup>, 2015 which attended by 20 smallholders and 2 Regional Coordinator.

4.1.3

Group Manager can not shows the evidence that procedures (such as Fertilizers and pesticides application) has been implemented consistently. This is noted as **Non-conformity No. 2016.05 with minor category**.

4.1.4

Procedure of FFB delivery from smallholders to Ungkaya Mill was documented in Letter of Agreement (LoA), for example shown in document No. /TGK-UKE/PK/XI/1999 dated November 19<sup>th</sup>, 1999. Agreement with smallholders PIR-Trans PT TGK-Laantula Jaya XI has describes rights and obligations of both parties, handover mechanism from CH to smallholders, technical guidance, field upkeep, FFB transportation, harvesting and selling, administration procedure, force majeure, sanctions, mediation, time of agreement, etc. this LoA has also signed by Regional Head of PT BNI (national bank) district of Poso, Regent (Bupati) of Poso and Head of Province Estate Crop Agency of Sulawesi Tengah. FFB received from smallholders were recorded and classified as RSPO certified (signed by Mill Security).

4.1.3

**Status: Non Conformance 2016.05 with Minor category**

**4.2**

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

**Own Estate**

4.2.1 and 4.2.3

Procedure of soil fertility management was presented in document policy No. 110/EST-ARM/13 part 8 about manuring. SOP mentioned that manuring recommendation must be based on leaf and soil sampling analysis. Leaf sampling and soil sampling analysis should be carried out once and every five years, respectively. The former analysis has carried out by Minamas Research Centre (MRC) in Pekanbaru, Riau, while the latter was carried by Research Institute of University of Lambung Mangkurat in Banjarmasin, Kalimantan Selatan. Parameter measured on leaf analysis are macronutrient (N, P, K, Ca, Mg and Mn) and micronutrient (Fe, B, Zn and Cu) content (in %). Latest leaf sampling had carried out in all Estate Blocks at December 17<sup>th</sup>, 2015 as shown in document Test Report No. P98/2015. Meanwhile, parameter measured in soil analysis are soil pH, base saturation, CEC, Organic C, total N, total P<sub>2</sub>O<sub>5</sub>, K<sub>2</sub>O, C/N Ratio, available P and Mg. Visual assessment of palm vigour land field condition by Agronomist was also carried out every 6 months to monitor nutrient status change.



Based on soil survey and land suitability study report which conducted by MRC Department in October 2005, low to very low soil fertility, presence of stony and plOwn Estate layer where located less than 50 cm depth, hillocky/wavy slope and low rainfall are the main limitation factor in Ungkaya Estate. To overcome those factors, some action are implemented to the field such as: conducting manuring program based on leaf and soil analysis, by-products application, U-shape frond stacking on flat area and parallel to the slope at terraces area and LCC/soft grass planting to retain soil moisture.

4.2.2

Uses of fertilizers are recorded on Manuring Recapitulation Report of Ungkaya Estate 2015-2016. Report describes schedule of manuring program and realization in every Divisions and Blocks. Fertilizers used in 2015/2016 are Dolomite, HGFB, ZA, OP and CCM 44. Based on document review, it could be concluded that manuring schedule in 2012/2013 – 2014/2015 had been 100 % accomplished as recommended by the Agronomist. Furthermore, up to March 2016, it was reported that Dolomite and CCM 44 application had been carried out in Divisi III and IV on the area 1,143.78 ha and 1,448.76 ha, respectively.

Based on interview and field observation in Block 11 Divisi 2 Ungkaya Estate, it could be concluded that fertilizer applicators were very well understood and able to demonstrate manuring technique accordance with the standard, such as fertilizer placement, timing and palms which prohibited to be manured. Manuring training was also reported conducted at least annually.

4.2.4

Apart from chemical fertilizers, organic fertilizers which came from by-products (EFB and POME) has also applied for nutrient recycle purposes. By-products application was documented in monthly Estate Manager report chapter monthly work realization, realization of manuring report and by-product realization report. EFB dosage recommended were varies 40-60 ton/ha, which depends on field condition. Based on the April 2016 report, it was informed that EFB had been applied at Divisi II and IV on the area 84.08 ha and 76.01 ha, respectively.

**Plasma**

4.2.1

Based on interview and field observation in Puntari III, Sabar Menanti and Purun Daya smallholders, it could be concluded that fertilizer applicators were very well understood and able to demonstrate manuring technique accordance with the standard and training given by Regional Coordinator. Smallholders mentioned that fertilizer placement, timing, safety technique must be correctly well done. Fertilizers Dosages were came from Regional Coordinator recommendation.

4.2.2

PT TGK does not distribute the fertilizer to the smallholders. The fertilizer are provided by each smallholders which coordinate by Regional Coordinator. However, there has no record of smallholders' fertilizer application. Hence, this is noted as **NCR No. 2016.06 with minor category**.

4.2.3

Fertilizer recommendation was given by Regional Coordinator recommendation directly, during daily visit of four monthly meeting, without considering leaf and soil analysis. This is noted as **NCR No. 2016.07 with minor category**.

4.2.4

Based on field visit and smallholders information, it could be concluded that there is no by-products application. Nutrient cycle was only came from pruned frond.

4.2.2

**Status: Non Conformance 2016.06 with minor category**

4.2.3

**Status: Non Conformance 2016.07 with minor category**

**4.3**

**Practices minimize and control erosion and degradation of soils.**

**Own Estate**

4.3.1; 4.3.2; 4.3.4; 4.3.5 and 4.3.6

According to soil type map scale 1:50,000 which derived from soil survey and land suitability report 2005, it could be concluded that there were no presence of peat soils and 59 % of Ungkaya Estate area were classified as N1 (currently not suitable) and S3 (marginal) which mainly due to poor to very poor soil properties and annual rainfall. By proper management/Agronomy input, the suitability are expected to be upgraded into class S2 (suitable). Furthermore, according to topography map, it was informed that 71 %, 19 % and 10 % of area were classified as flat, undulating and rolling to hilly,

respectively. There were no presences of steep slope area (> 40%) or fragile area. In order to minimize land erosion, surface run-off and leaching on rolling to hilly area, MRC has recommend some agronomy input such as maintaining LCC or soft grasses, vetifer grass planting, selective weeding, terraces planting system, siltpit installation and frond stacking parallel to the slope. Furthermore, to improve soil fertility and to retain soil moisture, by-product application, U-shape frond stacking and water management has recommended as well.

Policy No. II-04/MRC-SOP/10 dated may 25<sup>th</sup>, 2010 about soil erosion measurement guidelines contended that to measure the effectiveness of minimizing level of erosion through frond stacking, EFB mulching application and terraces, monitoing of erosion pole in Block 61 and 63 should be carried out every month. Furthermore, policy No. 110/EST-ARM13 chapter 5 explained that planting density in hilly slope area (6-25°) was 148 palm/ha and planted using voile lining method. Record of soil and water conservation monitoring was documented in Plantation Advisor report. Based on fiel visit in hilly area, all recommendation mentioned in soil survey report and procedure were satisfactory implemented.

**4.3.3**

In order to maintain a good accessibility and FFB transportation, road maintenance activity such as bridge maintenance and road grading were facilitated in the annual budget, while its realization was recorded in monthly Manager report. For example, according to Manager report in March 2016, it was informed that in Divisi IV, there were totaling 109 unit of bridge had repaired and 45,500 m of road had maintained. Moreover, report informed detail of locations, heavy machinery used, materials needed, work schedule, manpower, workday and cost were also recorded as well. Well maintained road condition was proven by the time of field visit.

**Smallholder**

4.3.1; 4.3.2; 4.3.4; 4.3.5 and 4.3.6

Based on soil suvey and HCV report, it couldd be concluded that there were no presence of peat and fragile soils in smallholders' area. However, soil and water conservation activity were still conducted. Based on field observation to Puntari III, Sabar Menanti and Purun Daya smallholders it couldd be concluded that activity such as maintaining LCC or soft grasses, vetifer grass planting, selective weeding, terraces planting system, siltpit installation and frond stacking parallel to the slope were properly implemented and accordance with CH procedure and soi survey recommendation.

**4.3.3**

Based on observation to Puntari III, Sabar Menanti and Purun Daya smallholders it couldd be concluded that road conditions were generally well maintained, hence FFB transportation to the mill was smoothly runs. Smallholders mentioned that to avoid "restan (overnight) FFB", transportation to the mill must be less than 24 hours. Smallholders and Regional Coordinator stated that PT TGK has support road and accessibility maintenance by incidental condition.

**Status: COMPLY**

**4.4**

**Practices maintain the quality and availability of surface and ground water.**

**Own Estate**

**4.4.1**

The surface water management plans conducted by the company listed in the management of HCV program period of 2015-2016. Based on field observations to riparian of Laluria River and Polapi River known that the company has implemented the management of water resources such as marking spraying boundary of 50 meters with a yellow sign on the palm trunks, installing prohibition signboard to interfere the riparian area. The company also has been testing the quality of river water each semester, for example testing the river water of Ungkaya River upstream and downstream period of semester 1 2016 was conducted in February 2016.

**4.4.2**

The certificate holder has mapped the dispersion of HCV areas including rivers within the plantation area. There were four rivers are identified, namely: Polapi River, Laluria River, Laantula River and Mamalu River, each river has been designated as HCV 4.1.

To protect the riparian area, riparian management activities were carried out in accordance with procedure of Buffer Zone management (B.5.3 / TGK). In the point of 5.1 mentioned that the border of rivers is between 10-15 meters, border of lake is 50 meters, border of fountain is 50 meters and the area around the main trench width > 1 meter is range from 3-5 meters. At the point of 5.2 mentioned that the treatments and management of riparian areas is by planting trees and enrichment,

maintaining extents area, not cutting trees, no mining, no building around the area, installation of signboard name of protected areas, monitoring the condition of the areas on a regular basis.

4.4.3

The effluent generated from the Ungkaya Factory managed through the Wastewater Treatment Plant (WWTP) before it's applied to land. Wastewater testing conducted every month by taking wastewater samples at pond of 7 (prior circulate to land application). Tests carried out in collaboration with the Agency of Assessment of Climate Policy and Industrial Quality, Testing and Calibration Lab of BBIHP Makassar that have been accredited by KAN. Reports test results can be shown to the auditor, for example period of March 2016 with the test results of 4085.60 mg/L.

4.4.4

Budget of water use for FFB processing and other uses determined by the management of UKF every month. The use of water by mill and other uses are set by the management of UKF every month. The use of water by mill and other uses during the period of July 2015 - March 2016 none exceeds of budget that has been set. Records of water usage can be shown in the summary report of water usage for processing, bulking and domestic period of 2015/2016, the average budget per month is 20,567.459 m3/ton and actual use of 62,649.20 m3/ton of FFB.

Based on field observations to the WTP station known that the company uses flow meter to calculate the water use, WTP operator can explain the workflow in WTP since from the reservoir to the boiler and process, the entire flow meter is still functioning.

**Smallholders**

4.4.1

The surface water management activities explained in the buffer zone management procedure (B.5.3 / TGK, dated May 1, 2009) which is also described the procedure of determination buffer zone/riparian, treatments and management, person in charge which is accompanied by a map of the buffer zone and evaluation form of the buffer zone. Based on interviews with farmers, for example by farmers in KT Purun Daya and KT Puntari 3, it is known that the farmers had been understood and know related to soil and water conservation. The results of field observations indicate that the activities related to soil and water conservation has been done.

4.4.2

Group Manager has determined the watershed protection measures and other buffer zones. Based on field observations in KT Purun Daya and KT Puntari 3 known that measures of protection have been performed such as the demarcation of borders of spraying, installation of signboard of spraying prohibition to the body rivers and training/socialization of watershed protection to farmers.

4.4.3

Based on the interview, the farmer can explain about the protection of watersheds, prohibition for spraying in the buffer zone and borders for spraying area.

4.4.4

PT TGK Smallholders scheme does not have a factory, FFB processing performed by Ungkaya Factory.

**Status: COMPLY**

**4.5**

**Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.**

**Own Estate**

4.5.1

Program on integrated pest management (IPM) has facilitated in CH's annual budget. Activity includes are periodical pest monitoring and census, planting of beneficial plants and the use of pesticides. Main pest to be monitored are rat and leaf eating caterpillar. Procedure of IPM was presented in document policy No. 110/EST-ARM/13 chapter 15 about plant protection. SOP describes early warning system, step of pest identification, monitoring, monthly census, economic treshold and population control. Estate management stated that pest attack incidence was firstly detected by field observation of information from workers. Field inspection then immediately carried out by Assitant to decide further action to be taken.

Based on census data up to March 2016, it was informed that only incidence of rat and leaf eating caterpillar attack were more than economic threshold. Hence, chemical controls were taken. Apart from chemical control, biological control was adopted. For example, beneficial plant such as *Turnera subulata*, *Cassia cobanensis* and *Antigonon leptopus* were planted to provide and preserve the leaf eating caterpillar predator. According to P&D report in March, it was informed that manual upkeep of *Turnera subulata*, *Cassia cobanensis* and *Antigonon leptopus* in Block F007 were had been carried out for for 531.63 m; 3,167 m and 1,063 m, respectively. Moreover, 150 m and 500 m of *Turnera subulata* and *Cassia cobanensis*, respectively, had additionally planted in the same Block. Based on field observation to Block D004 Divisi 1, it was found that condition of beneficial plants were satisfactory maintained.

4.5.2

Pesticide applicators in Block 59 Divisi 1 Ungkaya Estate stated that training on IPM had been given periodically by MRC. For example, training of OHS for harvester, fertilizer and pesticides applicator had held on April 23<sup>rd</sup>, 2016 in Divisi II. Training has attended by 68 workers. Apart from the training, safe working practices in agrochemical application has also reminded by the Assistant on a daily muster morning. Based on field observation and interview, it could be concluded that pesticide applicator have a knowledge on riparian area and conserved animals, very well understood and able to demonstrate safe spraying technique and the use of complete PPE.

**Smallholder**

4.5.1 and 4.5.2

Based on field observation to Puntari III, Sabar Menanti and Purun Daya smallholders it could be concluded that visually, there was no evidence of fair to severe pests incidence attack. Chemical application has only applied for weeds control. Regional Coordinator assisted smallholders if there were pest incidence which was more than economic threshold. Smallholders stated that knowledge on IPM has been given by Regional Coordinator. Group Manager shows document of minutes dated July 11<sup>th</sup>, 2015 which informed that subjects on harvesting, manuring, field upkeep, canopy management, frond stacking and IPM (rat, rhinoceros beetle and leaf eating caterpillar) had delivered to 20 smallholders.

**Status: COMPLY**

**4.6**

**Pesticides are used in ways that do not endanger health or the environment**

**Own Estate**

4.6.1

Based on list of pesticides used in Ungkaya Estate, it could be concluded that there were 12 brand of pesticides used with active substance such as Tiram, Propineb and Mankozeb for fungi control in nursery; Triclophyr Butoxy Ester, Methyl Metsulfuron, Isoprophyl Amina Glifosat and Amonium Glufosinat for weed control; Dimehipo, Sipermetrin and Asefat for insect control; and Warfarin for rat control. This document also mentioned LD50 of each pesticide. All pesticide used are listed in the book of pesticide commission 2016. The list given was match with Auditor observation to agrochemical store.

4.6.2

Program of pesticide used is provided in annual budget while actual actual realization were recorded in monthly Manager report and monthly pesticides used, which describes type of pesticides, active substance, dosage/ha, amount of pesticides used/ha and use of application. Estate management stated that pesticide application must be carried out by trained personel.

4.6.3

To minimize the use of pesticide, the following action were taken by the company, such as:

- To adopt biological control such as beneficial plants planting and barn owl box installation.
- To avoid propylactic used of pesticides by substitute type of pesticides for the same target.

4.6.4

Based on pesticides used report, there was no use of Paraquat. However, there was a use of warfarin which classify as group 1B in WHO classification. Barn owl which plays roles as natural predator has adopted to reduce warfarin application.

4.6.5 and 4.6.9

Pesticide applicators in Blok 59 Divisi 1 Ungkaya Estate stated that training on IPM had been given periodically by MRC. For example, training of OHS for harvester, fertilizer and pesticides applicator had held on April 23<sup>rd</sup>, 2016 in Divisi II. Training has attended by 68 workers. Apart from the training, safe working practices in agrochemical application has also reminded by the Assistant on a daily muster morning. Based on field observation and interview, it could be concluded that pesticide

applicator have a knowledge on, type of pesticides and its target, mixing process, riparian area and conserved animals, very well understood and able to demonstrate safe spraying technique and the use of appropriate PPE, such as mask, helmet, safety shoes, goggles, apron and gloves.

#### 4.6.6

Pesticides handling procedure such as storage, environmentally friendly handling, first aid action, hazard identification, PPE used, pesticide physical and chemical properties, disposal, transportation, etc. were presented in material safety data sheet (MSDS). Furthermore, procedure of ex pesticide container disposal was presentend in document policy No. 014/LMI-IKPKBP/2012 dated march 1<sup>st</sup>, 2012 which mentioned that ex pesticide containers must be washed three times, hallowed and stored on the permitted hazardous waste storage. The water used to wash it is accomodated on the control tank and it is covered with the cap.

#### 4.6.7 and 4.6.10

Ex pesticides containers were stored in the permitted hazardous waste storage (permit No. 660.1/003/SI/BLHD/II/2015) for later on to be delivered to permitted collector (PT Multazam, permit No. SK. 2478/AJ.309/DJPD/730710027BB). Based on logbook and manifest document review, it could be concluded that CH has store and deliver hazardous materials (include ex-pesticides container) to PT Multazam not more than 90 days. Moreover, based on observation to agrochemicals store in Ungkaya Estate, it could be concluded that the store had facilitate with a suitable hazardous symbols, MSDS and logbook. Furthermore, observation to central housing complex shows that there was no use of discarded pesticide containers and other agrochemicals for domestic household purposes.

#### 4.6.8

According to the field observation, the company has applied pesticide by *Knapsack*/spraying equipments (not spreaded from the air).

#### 4.6.11 and 4.6.12

Pesticide applicators in Blok 59 Divisi 1 Ungkaya Estate stated that medical check up such as phisiscs and blood sampling had carried out regularly every 6 months by company doctors. Latest results shows that all pesticide applicator were healthy, normal and no chemical poisoning issues. They also stated that the pregnant and breastfeeding women were prohibited to work with agrochemicals (include fertilizer applicators).

Certificate holder has conducted a general health examination periodically to all operators of pesticides in Ungkaya Estate, but could not shown evidence that it has carried out specific medical examination, eg spirometry and cholinesterase to all operators' pesticides. **See Non-Conformity No: 2016.10**

The Company has a policy regarding to the prohibition to employ the pregnant and nursing women to work on a section that deals with chemicals. Based on field interviews with sprayers, it is known that there are no female employees who are pregnant or breastfeeding. In addition it also obtained information that the employees have to know if pregnant or nursing are not allowed to work which related to the chemicals because it is dangerous to their baby or their fetus.

#### **Smallholder**

#### 4.6.1 and 4.6.2

Group Manager has no be able to provide the list of pesticides used and record of pesticides used by smallholders. This is noted as **NCR No. 2016.08 and NCR 2016.09**, respectively. Both NCR were classified as **major category**.

#### 4.6.3; 4.6.5; 4.6.7; 4.6.8; 4.6.9 and 4.6.10

Smallholders in Puntari III, Sabar Menanti and Purun Daya smallholders stated that pesticide application technique were refer to PT TGK standard. Knowledge on pesticides application has been given by Regional Coordinator. Group Manager shows document of minutes dated July 11<sup>th</sup>, 2015 which informed that subjects on harvesting, manuring, field upkeep, canopy management, frond stacking and IPM (rat, rhinoceros beetle and leaf eating caterpillar) had delivered to 20 smallholders. Smallholders were also able mentioned some important points, as follows:

- Parakuat uses and pesticides application in riparian zone (in radius of 50 m from water body) were strongly prohibited.
- Pesticides mixing must be carried out on the special place which the whole process has not contaminate the environment.
- Pesticides must be stored separately from living house and keep away from children.

4.6.4

PT TGK has conducted socialization on paraquat reduction use. Estate management and smallholders stated that PT TGK does not distribute the pesticides to the smallholders. The fertilizer are provided by each smallholders which coordinate by Regional Coordinator. However, in concerned with Indicator 4.6.2, list of pesticides used and its WHO classification category were not available. This is noted as **NCR No. 2016.09 with minor category**.

4.6.11 and 4.6.12

Smallholders were able to explained PPE used as recommended by Regional Coordinator, such as google, apron, rubber gloves and mask. Smallholders stated that there were no issues of agrochemicals poisoning and pregnant or breastfeeding women are not allowed to conduct agrochemical applications.

According to the result of interview with the smallholder Assistant, there is no issue of employees poisoning till the asesment. Based on interview wit farmers in KT3 and KT4 it's known if all operators of pesticides are man. In addition it also obtained information that the farmes have to know if pregnant or nursing are not allowed to work which related to the chemicals because it is dangerous to their baby or their fetus.

4.6.1

Status: Non Conformance 2016.08 with Major category

4.6.2 & 4.6.4

Status: Non Conformance 2016.09 with Major category

4.6.11

Status: Non Conformance 2016.10 with Major category

4.7

**An occupational health and safety plan is documented, effectively communicated and implemented.**

**Own Estate**

4.7.1

Until the audit ASA- 4 there is no OHS policy changed in PT TGK. The results of field visits in the mill and estate shows the OHS policies have been implemented by the company include the provision of PPE to all workers, installing signs / OHS warning, and conduct training activities related to OHS aspects.

4.7.2

Company already had risk analysis document for occupational health and safety program. The document is compiled to identify and analyze potential hazards that can arise in each company working area as well as to give recommendations in order to minimize workplace accident occurrence. Based on document review and field visit to mill and estates it is revealed that company has conducted socialization of risk analysis document to all employees. Based on observation in Ungkaya estate, its known some risk control wher not appllied such as:

1. There is a labor contractor smoking around the boiler station.
2. Workers who worked in the engine room and boiler stations do not use PPE according to a predetermined hazard identification (employees using cotton as earplugs)

**See Non-Conformity No: 2016.11**

4.7.3

The results of field visits, interviews with workers and verification of documents shows that workers have been given training in safe work practices. This was evidenced when the employee can demonstrate how to work correctly and appropriately in accordance with the procedures, Results of interviews with employees also obtained information that each morning roll call (before work) is always informed / socialized steps of safe work.

4.7.4

The verification results of documents and interviews with management known that the company has formed Guiding Committee of Occupational Safety & Health organization which responsible for programs and OHS policies to runs effectively. To ensure the OHS program has been implemented effectively, the board of Guiding Committee of Occupational Safety & Health performed a meeting periodically every month. Interviews with the Labor and Transmigration Agency Morowali it's known that the management unit has reported Guiding Committee of Occupational Safety & Health report regularly every three months.

4.7.5

The verification results of documents, the company has procedures related to the application of OHS Management System. The results of field visits in housing and mill show that the company has set an evacuation route with a map and other

markers as well as an adequate *sign board* to facilitate evacuation in case of emergency. The results of the interviews obtained information that supervisors have received First Aid training and have understood the stages of first aid in case of work accidents in the field and The employes using PPE in accordance with risk analysis. Based on observations in Ungkaya Factory its known :

1. hose hydrant were located around the kernel station are not ready to use
2. Fill the box FIRST AID KIT in workshop inadequate. Only available: cotton, wound medicine and alcohol.

Related to that the certificate holder has not been able to show the evaluation and monitoring of the Emergency Response Facilities and Infrastructure. **See Non-Conformity No: 2016.12**

4.7.6

The company has been providing accident insurance for their employees in accordance with the conditions set by the government in the form of regular Social Insurance Agency for labor paid every month. Based on interviews with several employees obtained information that the employee has been registered as a participant of Social Insurance Agency for Labor. Results of interviews with contractors which working with the company obtained information that the contractors were included in the program of Social Insurance Agency for labor.

4.7.7

The Company has consistently monitoring work accidents that fully explained about the months of the incident, the number of cases, the location of the accident, type of accident, the results, work hours lost, causes, follow-up and results. Monitoring of work accidents performed every month and reported to the relevant agencies in conjunction together with regular reports of Guiding Committee of Occupational Safety & Health.

**Smallholders**

**4.7.1; 4.7.2; 4.7.3; 4.7.4**

Document verifications it's known if smalholders have an OHS Procedure. Based on the results of verification of documents it is known that the farmers already have procedures for K3. The results of field visits in KT 3 and KT 4 is known that the farmers have to use appropriate personal protective equipment, example farmers already used a helmet during harvesting activities. Based on interview with farmers know that they has been understood the risks that occur when not to use personal protective equipment.

4.7.5; 4.7.6; 4.7.7

The results of field visits in mind that the foremen / Korwil been provided with the means FIRST AID KIT. Farmers say if there is an emergency incident in the garden area they will refer to the nearest klinik. Based on interviews with KT3 and KT4 assistant plasma Ungkaya that there is no workplace accidents up to the audit carried out.

<b>4.7.2</b>	<b>Status: Non Conformance 2016.11 with Major category</b>	
<b>4.7.5</b>	<b>Status: Non Conformance 2016.12 with minor category</b>	

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

**Own Estate**

**4.8.1**

Based on interviews with management known that the training programs are re arranged every year. Each training program is designed to permit the identification of training needs that have been developed previously.

4.8.2

The company has had a worker training records for each unit. Result of interview with employees (harvest worker, fertilizer worker, and chemist operator) it is revealed that company has scheduled and conducted training programs to employees.

**Smallholders**

**4.8.1**

The management unit shows the training program for period of 2016 for all smallholders. It was held by PT TGK. The training programs are the harvesting training, manuring training, spraying training, RSPO socialization, grading, contamination prevention socialization, general OHS socialization, HCV socialization and endanger flora and fauna socialization.

4.8.2

Based on field observations interviews with smallholders it's known if the training was conducted by PT TGK. In addition it also obtained information that every week regional area always explain about best management practices, technics of harvest, safe working and technis of chemist.

Status: **COMPLY**

**PRINCIPLE #5 Environmental responsibility and conservation of natural resources and biodiversity**

5.1

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

**Own Estate**

5.1.1

Consistent with the ASA-3, company's EIA documents approved in April 1995 by the AMDAL Commission Center, document No. 011/ANDAL/BA/IV/95, covering the whole area of 15,000 ha reserve in Morowali District.

During ASA-03, had been identified the some area of smallholder scheme (Bumi Harapan Block up to Ambunu block an area of 2,676 Ha and Atananga block to Samarenda block an area of 244 ha) were not covered in the scope of the Environmental Impact Assessment, Group Manager has demonstrated a document written by the respective coordinator which states that the in implementation of environmental management will follow completely to EIA document of PT TGK and implementation of environmental management will be included in the report of RKL and RPL semester. However, based on the results of the public consultation with the relevant agencies (Environment Agency of Morowali District) note that in accordance with Regulation (PP No. 27 of 2012), Group Manager has not been able to show the document of environmental feasibility for the above-mentioned areas that have not been included in the scope of EIA study. **Nonconformity No. 2016.13**

5.1.2

The certificate holder has determined the environmental management plan and environmental monitoring plan and its implementation in a document of RKL and RPL report per semester. Plan and realization in the report refers to the matrix of document EIA, for example RKL and RPL period of semester 2 2015 (July-December 2015): air quality and noise, surface water quality, wastewater quality and solid waste, potential for fire, disruption of flora and fauna and community unrest.

5.1.3

The report has attached evidence of implementation of RKL and RPL such as environments test results, flora and fauna monitoring result and installation of prohibition signboard. However, there are some points that had not been in accordance under the direction of EIA documents, namely:

- Surface water quality testing for river has not been entirely carried out in accordance with the directives of EIA (Mamalu River, Laantula River, Laluria River, community wells and wells outside the plantation).
- Evaluation of the noise analysis result and odor analysis result for sem 2 year of 2015
- Not yet conduct monitoring and management of aquatic biota (Mamalu River, Laantula River, Laluria River and Ungkaya River). **Nonconformity No. 2016.14**

The report has been submitted to the relevant agencies on March 23, 2016 (Environmental Agency in District, Province's Environmental Agency and Ministry of Environmental). Evaluation of the environment management plan and implementation has been conducted regularly every semester during the preparation of report per semester to related institutions.

**Smallholders**

5.1.1

EIA document owned by PT TGK has covered most of the smallholder scheme area that were located in the northern and area that directly adjacent to the sea. Group Manager of Scheme Smallholder not able to show document of environmental study for Scheme Smallholder areas that has not been included in the scope of the existing document EIA. **Nonconformity No. 2016.13**

During ASA-03, had been identified the some area of smallholder scheme (Bumi Harapan Block up to Ambunu block an area of 2,676 Ha and Atananga block to Samarenda block an area of 244 ha) were not covered in the scope of the Environmental Impact Assessment, Group Manager has demonstrated a document written by the respective coordinator which states that the



in implementation of environmental management will follow completely to EIA document of PT TGK and implementation of environmental management will be included in the report of RKL and RPL semester. However, based on the results of the public consultation with the relevant agencies (Environment Agency of Morowali District) note that in accordance with Regulation (PP No. 27 of 2012), Group Manager has not been able to show the document of environmental feasibility for the above-mentioned areas that have not been included in the scope of EIA study. **Nonconformity No. 2016.13.**

5.1.2

Group Manager has not been able to show evidence of implementation and reporting of environmental management and monitoring for scheme smallholder area that included into the scope of existing EIA document. **Nonconformity No. 2016.14.**

5.1.3

Evaluation of the environment management plan and implementation has been conducted regularly every semester during the preparation of report per semester to related institutions.

5.1.1

**Status: Non Conformance 2016.13 with Major category**

5.1.2

**Status: Non Conformance 2016.14 with minor category**

5.2

**The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced**

**Own Estate**

5.2.1

There are no changes since the ASA-03. Identification of protected species been conducted simultaneously with the activities of identification HCVA (High Conservation Value Area) carried out by Pollito January 2010. The company can show attendance list of HCVA Public Hearing Event dated 12/01/2010, was attended by 21 participants representing PT TGK (5 personnel), local government (6 personnel), government agencies (5 personnel), community figures including scheme smallholder farmer groups (5 personnel).

The company has had documentation of public consultation conducted by mail, among others, to Department of Forestry and Plantation Morowali District, Head of Environment Morowali District, and Head of Legal Office Morowali Regent (Letter No. 663 / TGK-UKE / SM / VI / 2011 dated 20/06/2011); and the University of Tadulako.

5.2.2

The action that had been taken to preserve and protect HCVs area explained in Conservation Forest Management procedure (RSPO / B.5.4 / TGK) date on 1 June 2009. Protection of riparian listed in Buffer Zone management SOP (SOP others) dated issued January 6, 2016.

In the conservation area monitoring plan document of PT TGK period of 2015-2016 stated that the management action taken to the river banks is spraying boundary marking by doing the paOwn Estateng palm trunks with yellow paint, installing a signboard, planting endemic species and socialization to the spraying team.

Based on field observations to the Polapi River boundary and Laluria River Boundary known that the company has implemented the management of water resources such as marking spray boundary of 50 meters with yellow mark on the palm trunks and installing prohibition signboard to interfere riparian area. The company also has been testing the quality of surface water each semester, for example Ungkaya River upstream and downstream test period of sem 1 year of 2016 was conducted in February 2016.

5.2.3

In the employee training program document has been established that HCV training for employees be conducted two times a year. The company can show training report dated 23 April 2016, the number of employees by 68 foremen and *krani*. Socialization to employees by the foreman done regularly every morning muster activities, including relating to sanctions if there is a violation.

5.2.4

HCV management programs that have been compiled for the period 2015/2016 has explained the activity of vegetation and wildlife monitoring, the monitoring has been programmed will be done every month. Available monitoring reports of flora and fauna in buffer zone area period in 2015/2016 for example, for period of January 2016 carried out in field C005, C004, C003, C002, C006, D008, E002, E003, E004, E006, E008, F002, G002, G003 and G004. Fauna that are found are sparrows, pythons, lizards, jungle fowl and maleo. Flora species found are mahogany trees, woody plants, weeds, *trembesi*, *jati*,

bamboo and soft grass.

**5.2.5**

Based on the results of HCV study conducted by Polito January 2010 showed that there were no HCV-6 (the customary/traditional rights or cultural heritage) in PT TGK as the cultural identity of the local community.

**Smallholders**

**5.2.1**

HCVA identification documents carried by POLITO January 2010, has covered the area of plasma PT TGK. Based on interviews with farmers, for example in KT3 and KT4 known that the farmer already understood and able to mention the types of legally protected species. Also mentioned that the Coordinator and company representatives had routinely provide socialization on protected species.

**5.2.2**

According to interviews with farmers, for example farmers of KT3 and KT4 mentioned that until the ASA 4 had never been there an encounter with the endangered species of animals and are protected by law.

**5.2.3**

Smallholder farmers also mentioned that socialization and training related to HCV and protected flora and fauna has been carried out by Group Manager on a regular basis.

**5.2.4**

Farmers can explain the steps that must be taken if there is an encounter with endangered and protected species. Farmers also know and understand the sanctions that to would receive if it is known there are actions that interfere legally protected species.

**5.2.5**

Monitoring of flora and fauna in the area of smallholder scheme done routinely, it can be shown the monitoring report for the period of 2015 (January, May and Sept), identified as many as 22 types. Fauna identification reports indicate as many as six species of mammals, 20 species of birds and 6 species of reptiles. Based on the results of HCV study conducted by Polito January 2010 showed that there were no HCV-6 (the customary/traditional rights or cultural heritage) in PT TGK as the cultural identity of the local community.

**Status: COMPLY**

**5.3**

**Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.**

**Own Estate**

**5.3.1**

Certificate holder has identified all the resources of waste and pollution generated and type of handling that has been taken. Document of waste sources identification informs: waste sources, waste name, type of waste, classification, frequency (routine and non-routine), units, amount, re-use/recycle/disposal, temporary storage, purposes and record. Certificate holder has had a hazardous waste management procedure, namely SOP of hazardous waste and domestic waste management published on March 1, 2016. Handling of infectious waste described in the management of clinic / medical waste, document no. 703 policy / IK-TQEM-ESH / 10. The SOP has explains that hazardous waste will be managed, collected and stored in a place that had licensed as a schedule waste storage.

**5.3.2**

Storage permit of hazardous waste based on Regency Decree of Morowali No. 660.1/010/SI/BLHD/VII/2015 dated July 30, 2015 regarding the renewal permits of schedule waste storage of PT TGK with the coordinate point S : 2° 13,3984'; E : 121° 33, 8771'. Types of waste that can be stored: used oil, used batteries, used oil-container, agrochemical ex-containers, used filters, used cartridge, used dust-cloth, used neon, used accumulator-container, used gloves, lab waste and infectious waste

Transportation and collection of schedule waste carried out in cooperation with PT Multazam SPK No. 067/PKS/LB3/MTZ//2016, license of schedule waste collector on behalf of PT Multazam No. 316 of 2013 issued by Environment Ministry on 10 Sept 2013. Recommendations for schedule waste transporting for PT Multazam issued by the

Ministry of Transportation Directorate General of Land Transportation dated May 20, 2014 No. SK. 2478 / AJ.309 / DJPD / 730710027BB.

Records of schedule waste transportation by a licensed collector sighted and well-maintained, for example, shipping on March 11, 2016 informed manifest number, waste type and amount. Types of schedule waste shipped is used oil amount of 3.6 tons, 0.8 tons of used batteries, 0.03 tons of used neon, 0.2 tons of gloves and cloth dust, ex-bottled as much as 0.013 tons, infectious waste as much as 0.257 tons, used oil-filter as much as 0.262 tons.

Based on document review on the schedule waste log book stored in schedule waste storage known that the company has recorded all the in-out of waste into the schedule waste storage, including transporting record by a third party that has been done. The entire stock was recorded in the logbook for example as much as 64 liters of used oil (between records and physical stock in schedule waste storage has accordance).

Based on observations in the schedule waste storage note that the recording and storage of schedule waste has in accordance with the applicable regulations, and label and symbol had provided with adequate.

Based on field observation in the workshop of UKE, auditor found that there are hazardous waste (used oil) placed outdoors without cover and pallets (not delivered to waste scheduled storage), it is not in accordance with applicable regulations (Regulation No. 101 of 2014). **Nonconformity No. 2016.15**

**5.3.3**

Disposal plan for schedule waste, infectious waste and domestic waste has been described in the SOP that's owned by the company. In the documents of waste sources identification has been described about the management of waste generated by the company, the entire management had done already noticed the reduction of contamination and pollution. Explained that domestic waste will be disposed to landfill, hazardous waste stored in licensed schedule waste storage. Ex-sacks of fertilizer be reused, triple-rinse prior reuse applies to this item. POME be applied to the land application. The entire plan which stated in the SOP had implemented by the company.

Disposal of waste which done by the company does not create risk of fire.

**Smallholders**

**5.3.1; 5.3.2**

Waste and pollution sources were identified on smallholder operational activities is ex-container agrochemical from spraying activities, ex-sacks from fertilizing and emission caused by FFB transportation activities TBS. During the observation in the KT3 and KT4 work areas there were no sighted irresponsibly waste disposal. Interview with farmers mentioned that the entire hazardous waste generated from smallholder sent to schedule waste storage in the Ungkaya Factory.

**5.3.3**

Hazardous waste and domestic waste management procedures (RSPO/5.3/PLB3&BB3 dated March 4, 2009) explained that all the hazardous waste generated by the smallholder is managed by sending it to schedule waste storage of UKF. Smallholder's Group Manager can show handover official report of herbicide ex-container from KT3 dated 6<sup>th</sup> Jan 2016, such as ex-jerry-can as much as 2 pcs and ex-bottles as much as 4 pcs. The handover official report date of January 6, 2016 from KT4 namely ex-containers of herbicide as much as 6 pcs.

Based on an interview with the head of farmer-group 3 and 4, mentioned that until the ASA-4 there were no public complaints with regard to waste disposal.

5.3.2	Status: Non Conformance 2016.15 with Major category	
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**5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.**

**Own Estate**

**5.4.1**

In order to enhance the efficiency of fossil fuel use, the company utilizes a shell and fiber as boiler fuel substitute for diesel fuel. The company can show fuel usage records of the period 2015-2016. Based on the data of fiber and shell utilization, as well as diesel fuel consumption data known that the company has made consumption efficiency of fossil energy as much as 91.21%, which of all the energy used, the use of diesel fuel amounted to only 8.79%.

**Smallholders**

**5.4.1**

Smallholders did not use fossil energy in conducting its operational activities. Smallholder of PT TGK does not perform FFB processing, entire FFB are processed in the Ungkaya factory. The utilization of fossil energy carried by smallholder of PT TGK is only for FFB transport activities.

**Status: COMPLY**

**5.5**

**Use of fire for waste disposal and for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice.**

**Own Estate**

**5.5.1**

The certificate holder perform land preparation with mechanical methods, according to the agronomic manual reference No. policy 110 / EST-ARM / 08 section 4 on land preparation explained that land preparation is done manually by uprooted, chopped, marking planting holes and making holes for planting.

Based on interviews with the Head of Administration Ungkaya Estate, replanting activities have been conducted since October 2011. The company has a fire control procedures, among others:

- Fire protection No. policy 730 / TQEM-ESH / 10
- Emergencies No. RSPO policy / B.4.1 / TGK
- Countermeasures of fire No. Policy 727 / TQEM-ESH / 10.

The procedure describes the handling and control of fires effectively and safely to all workers, especially the emergency response team (ERT).

**5.5.2**

During the field visit, sighted no activities that caused risk of fire in replanting areas, operational areas and in employee housing areas.

**Smallholders**

**5.5.1; 5.5.2**

Smallholder does not perform burning activities in land preparation according to the agronomic manual reference No. policy 110 / EST-ARM / 08 section 4 on land preparation explained that land preparation is done manually by uprooted, chopped, marking planting holes and making holes for planting. During the ASA 4 there were no replanting activities in the smallholder area.

**Status: COMPLY**

**5.6**

**Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.**

**Own Estate**

**5.6.1**

The certificate holder has to identify and manage sources of emissions from its operations, indicated in the document identification and management of sources of greenhouse gas emissions. Sources of emissions were identified:

- Land clearing produces CO<sub>2</sub>, is done with zero burning management
- Activities of fertilization produces CO<sub>2</sub> and NO<sub>2</sub>, managed by the reduced use of fertilizer (Urea), utilization of solid waste (Empty bunch) and appropriate doses of fertilizer use
- The use of diesel fuel produces CO<sub>2</sub>, is managed by a reduction in diesel fuel by utilizing the shell and fiber as the boiler fuel
- FFB Processing produces CO<sub>2</sub> emission managed by emissions regular testing and a reduction in the use of fuel
- POME produce CH<sub>4</sub>

**5.6.2**

Mitigation to reduce greenhouse gases that have been made include:

- Planting cover crops with legume cover crops during land clearing until the oil palm age of 3.5 years
- Planting *Neprolephis* amongst palm trees and outside of the circle
- Reduction of urea utilization by substituting use of NPK
- Utilize empty bunch as organic fertilizer

- Utilization of POME as organic fertilizer
- Planting of trees around the factory and enrichment of trees in riparian area
- fiber and shells utilization
- Efficiency of diesel fuel by monitoring and evaluation usage of solar

Based on field observations in replanting areas Block B007 Division 1 UKE known that the planting of cover crops with Legume Cover Crop has been done by the company. Based on observations in fertilizer store, interview with the fertilizing foreman and management representatives known that currently the company does not use urea, the company has substituted the use of NPK.

**5.6.3**

GHG's monitoring and calculation done by the company is using the RSPO PalmGHG Calculator. The company can show documents palmGHG summary Report dated 26 April 2016 on behalf of Ungkaya Factory PT TGK, assessment year 2015, the final emissions value per product for Ungkaya Factory: CPO 3.77 tCO<sub>2</sub>e / ton; PK 3.77 tCO<sub>2</sub>e / ton.

Overall emissions summary:

- Total field emissions (own crops): 52277.24 tCO<sub>2</sub>e
- Total mill emissions: 38228.58 tCO<sub>2</sub>e
- Out grower: 115288.01 tCO<sub>2</sub>e

Calculation and monitoring of GHGs has been reported to RSPO by email to melissa.chin@rspo.org April 26, 2016.

**Smallholders**

**5.6.1**

Sources of emissions were identified based on reports on identification and mitigation of GHG for smallholder is from fertilization activities and FFB transportation. During the ASA-4 there were no land clearing or replanting activities. Smallholder does not perform FFB processing TBS, entire FFB shipped to Ungkaya factory.

**5.6.2**

To reduce greenhouse gas emissions from the process of fertilization, currently plasma has banned usage of urea fertilizer, and replaced with usage compound fertilizers such as NPK. Based on field observations and interviews with farmers, for example farmers KT3 and KT4 mentions that the use of urea has been replaced with NPK fertilizer and others compound fertilizer.

**5.6.3**

GHG's monitoring and calculation for smallholder been conducted simultaneously with GHG calculations for PT TGK (UKE and UKF) using RSPO PalmGHG Calculator. Group Manager can show summary document palmGHG Report dated 26 April 2016 on behalf of Ungkaya Factory PT TGK, assessment year 2015.

- Final emissions value per product for Ungkaya Factory: CPO 3.77 tCO<sub>2</sub>e / ton; PK 3.77 tCO<sub>2</sub>e / ton
- Overall emissions summary for outgrower: 115288.01 tCO<sub>2</sub>e

Calculation and monitoring of GHGs has been reported to RSPO by email to melissa.chin@rspo.org April 26, 2016.

**Status: COMPLY**

**PRINCIPLE #6 Responsible consideration of employees and of individuals and communities affected by growers and mills**

**6.1**

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

**Own Estate**

**6.1.1**

Certificate holder has had document of SEIA and SIA on 2009. Records of meeting during the assessment has provide by the company.

**6.1.2**

In the document of SEIA and SIA, affected parties that involced during assessment are surrounding communities which are villages of Ungkaya, Solonsa Jaya, Bumi Harapan and Karaupa. Also, all the smallholders members are includes as affected

parties during Social Impact Assessment.

6.1.3

Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified already mentioned in SIA document. Development on its mitigation has been consulted with the affected parties, documented and timetabled, including responsibilities for implementation.

6.1.4

The certificate holder has not shown the evidence of mitigation management to mitigate the social impact that arises has to be reviewed at least 2 years, including plasma scheme. Such as:

- Periodic program of social negative impact reduction through participation of affected parties, including smallholders' scheme.
- Timeline of implementation and impact mitigation matrix according to the recommendations Social Impact Assessment.
- Evaluation of the adequacy of the actions taken by the parameters measured.

**See non-conformity 2016.16.**

6.1.5

Certificate holder has had particular attention of smallholder schemes since 1990 namely Ungkaya Plasma. There are total 5,369 Ha with involvement 5,005 farmers.

**Smallholders**

6.1.1

Inspection of documents confirmed that Group Manager holds a copy of AMDAL and SIA by POLLITO (2009).

6.1.2

In the document of SEIA and SIA, affected parties that involved during assessment are surrounding communities which are villages of Ungkaya, Solonsa Jaya, Bumi Harapan and Karaupa. Also, all the smallholders members are includes as affected parties during Social Impact Assessment.

6.1.3; 6.1.4; 6.1.5

The implementation of the mitigation plan for smallholder scheme is following the company as a Group Manager.

6.1.4

**Status: Non Conformance 2016.16 with Major category**

**6.2**

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

**Own Estate**

The company has a Procedure of communication and consultation with the community. The results of interviews with workers, government agencies and community leaders it is known that the company has performed the socialization about the mechanism of communication and consultations. Stakeholders have understood how to communicate and consult to the companies. The Company has appointed the officers who are responsible for consulting and communicating with the public that is the Senior Assistant.

The Company has a list of stakeholders in 2016 consisting of government agencies, villages, cooperative, internal organization and educational institutions. Based on the results of interviews with the company, the stakeholders list is updated whenever there is a change or a maximum of 6 months.

**Smallholders**

Each of the smallholder group communicates and consult with the member. The communication and consultation are conducted formally and non-formally. The formal communication and consultation is conducted at the smallholder group base came. The communication and consultation are conducted to discuss the fertilizer purchase and FFB transport cost and etc.

According to the result of interview with the Assistant of scheme smallholder, the PIC for consulting and communicating with the stakeholders like the government agencies, etc is the Assistant of scheme smallholder, the PIC for communicating and consulting with the smallholders s the regional Coordinator and the Head of smallholder group who in charge to consult and communicate with the members and stakeholders if needed.

<b>Status: COMPLY</b>	
<b>6.3</b> <b>There is a mutually agreed and documented system for dealing with complaints and grievances, which is Implemented and accepted by all affected parties.</b>	
<b>Own Estate</b>	
6.3.1 Certificate holder has procedure of complaint delivery over the operational of PT TGK No. RSPO/B.4.9/TGK. The procedure describes that all complaint must be responded within 2 weeks. Responsible person to handle of any complaint is Estate Manager. Moreover the procedure also mentions “ <i>company ensures the safety and confidentiality of reporter</i> ”. Document verification reveals that this procedure has been socialized to the entire personnel on 25 <sup>th</sup> April 2016. The interview result with personnel and local communities shows that they understand the mechanism and procedure for submitting complain to company.	
6.3.2 Documentation of both the process by which a dispute was resolved and the outcome recorded in “ <i>Buku Monitoring Keluhan Pekerja Ungkaya Estate dan Pabrik</i> ”. Furthermore, the facility for the information request are the advise box on the central office and in each division office as well as the email address of Ungkaya Estate.	
<b>Smallholders</b>	
6.3.1; 6.3.2 The system, open to all affected parties, resolve disputes in an effective from smallholder through transparently way between members. During interview with smallholders of Limbo Makmur 6, it confirmed there is no complaint raised from its member.	
<b>Status: Comply</b>	
<b>6.4</b> <b>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.</b>	
<b>Own Estate</b>	
6.4.1; 6.4.2 There is no change of the procedure. A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation explained in “ <i>Prosedur Identifikasi dan Standar Ganti Rugi Lahan Nomor 001/PSDS-L&amp;AS</i> ”.	
6.4.3 The process and outcome of any negotiated agreements and compensation claims namely Berita Acara Ganti Rugi Lahan is kept by Plantation Service Department Officer.	
<b>Smallholders</b>	
6.4.1; 6.4.2; 6.4.3 All the smallholder’s areas are source from government land through transmigration program in 1989. There is no land compensation for these lands. If there is any change of land ownership is due to land selling process, the farmers have deal to sell its land to other farmer.	
<b>Status: Comply</b>	
<b>6.5</b> <b>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.</b>	
<b>Own Estate</b>	
6.5.1 Determination of wages of employees currently carried out based on Sulteng Governor Decree No. 561/37/ DISNAKERTRANS DA-G.ST/2016 on the minimum wage sector of district of Morowali 2016. Based on interview with employes in Ungkaya Estate its known that company has paid the employees wage in accordance with applicable regulation, payment of wages has been held in accordance with the mechanism mentioned in employment contracts and labor collective agreements	

6.5.2

Company already has a labor union agreement which detailing rights and liabilities of employee and employer, mechanism of remuneration, working conditions, working time, weekdays, holiday and leave as well as the provision of layoffs. Agreement is valid period 2014-2016 and has gained ratification of Manpower Agency of Morowali District Direct agreement between the company and the employee can be shown in the form of Letter of Employment Agreement and Certificate. All employees has had a direct employment contract with the company. The employment contract in a language which is convince and copies are available for each party, both workers and company. Based on the interview with employees is known that the employee has had a copy of the labor agreement and has understood the agreement.

6.5.3

There was no change since the ASA-03, the company has provided employee welfare facilities and infrastructure, such as housing, schools, child care, sports facilities, religious facilities, the management of domestic waste, clinics and clean water facilities. Based on the interview with employees mentioned that the infrastructures provided by company has been adequate and feasible.

6.5.4

The company is closely located from the downtown (2 – 3 Km off the market). It is also supported by the well maintained roads. Therefore, the merchant shall easily access the company area to sell their goods. It means that the company has an effort to improve the access of the workers to the logistic center with affordable price.

**Smallholders**

**6.5.1; 6.5.2; 6.5.3; 6.5.4**

According to the result of interview with with the Assistant of scheme smallholder, the farmers and area coordinator the land owner the harvest is done by the landowner or by the employees. If done by employees, the workers are paid according to the amount of tonnage produced.

**Status: COMPLY**

**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.**

**Own Estate**

**6.6.1**

Until ASA-4 Conducted there is no change about Freedom of Association Policy for employees. Result of interview with worker union president in PT TGK reveals that the company has implemented its freedom of association policy to employees, this is demonstrated by the establishment of Worker Union and Biparitit Cooperative Forum in each estate.

6.6.2

Every meeting that is performed either by internal of worker union or by company has been well recorded and documented. This is shown by the result of document review and interview with worker union president in Ungkaya Estate dan Ungkaya Factory which describes that all this time worker union and company always performs meeting when new information or policy needs to be discussed together.

**Smallholders**

**6.6.1; 6.6.2**

According to the result of interview, there is no prohibition for the workers and contractor to be the member of labour union.

**Status: COMPLY**

**6.7**

**Children are not employed or exploited.**

**Own Estate**

6.7.1

Result of employees list document inspection shows that there is no employee who is under 18 years old. Based on field visit to Ungkaya Estate and Ungkaya Factory there are no employee who is under 18 years old, furthermore employees also understand that minimum age for employees to be hired is 18 years old.



<p><b>Smallholders</b></p> <p>6.7.1 According to the result of interview with KT3 and KT4, there is no underage workers employed by. The smallholders have aware of the minimum age requirement.</p>		
	<b>Status: COMPLY</b>	
<p><b>6.8</b> <b>Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</b></p>		
<p><b>Own Estate</b></p> <p><b>6.8.1; 6.8.2</b> Company has had policy concerning anti discrimination. Based on observation of employee list document and interview with employees it is revealed that the hired employees have diverse educational, ethnic and religious backgrounds.</p> <p>6.8.3 Interviews with workers stating that everyone can work at the company in accordance with the needs and capabilities, without differentiated based on ethnicity, religion, etc. In addition, workers also stated that the company has performed the work performance appraisal Based on work performance, quality of work, attitude, etc.</p>		
<p><b>Smallholders</b></p> <p>6.8.1 According to the result of interview with farmers in KT3 and KT4, its known that there were no discrimination on the operational regarding the tribes, religions, race and group.</p>		
	<b>Status: COMPLY</b>	
<p><b>6.9</b> <b>There is no harassment or abuse in the work place, and reproductive rights are protected.</b></p>		
<p><b>Own Estate</b></p> <p><b>6.9.1; 6.9.2</b> The Company has a policy on the prevention of sexual harassment and violence as outlined Head Plantation Upstream Indonesia on April 2011, Interviews with female workers showed that they had learned about the company's policies related to the prevention of sexual harassment and protection of reproductive rights.</p> <p>6.9.3 The company has established a gender committee in each unit as an organization to manage the complaints of women workers in the event of sexual harassment and violations of reproductive rights. Interviews with the management of gender committee shows that they already know the duties and responsibilities as the socialization about the complaints mechanism, the socialization of sexual harassment, etc. The administrator of gender committee also stated that the company guarantees the anonymity of the reporting and the revealer of the case.</p>		
<p><b>Smallholders</b></p> <p>NA. Based on interview wit smallholders group all employes in smalholders are male. The policies and procedure of sexual harassment prohibition and other form of violence and protections of reproductive rights owned by the company are including smallholder's scheme.</p>		
	<b>Status: COMPLY</b>	
<p><b>6.10</b> <b>Growers and mills deal fairly and transparently with smallholders and other local businesses.</b></p>		
<p><b>Own Estate</b></p> <p>6.10.1 The FFB pricing is conducted by Central Sulawesi Province Plantation Agency. According to the meeting with the parties consisted of the Head of Trade Agency, the Head of Industrial &amp; Cooperative Unit Agency, the representatives of smallholder and the representatives of each estate company. The company has had the FFB price on May 2016 based on the FFB pricing applied by the Central Sulawesi Province Plantation Agency (No. 188.4/1784/2016/DISBUN) dated April 15th 2016. Ungkaya Scheme Smallholder was invited as the FFB pricing team.</p>		

6.10.2	Based on interview with smallholders and management representative, record of FFB transaction is by using weight slip that produced from company software namely Sime Weight. Total monthly records have crosschecked between Mill and smallholders.
6.10.3; 6.10.4	There are no changes of the smallholder's agreement. Payment to the smallholders made in timely manner. Example: payment slip of Bumi Persada farmer group. Dated 5 april 2016, period 1-31 March 2016. Total FFB: 56,300 kg, Deduction: 1,940 Kg. Nett FFB: 54,590 kg.
<b>Smallholders</b>	
6.10.1; 6.10.2	FFB prices and its mechanism have been explained from Group Manager to smallholders. FFB price using government decree and it was confirmed by smallholder's of Limbo Makmur VI that company is following applicable FFB prices.
6.10.3	Based on interview with smallholders, there is no changes of smallholder development agreement. Clause of FFB pricing was explained within the agreement. Farmers feel that agreement are fair, legal and transparent.
6.10.4	Based on interview with smallholders, payment are made in timely manner. Usually in periode between dates 1 to 9 every month.
	<b>Status: Comply</b>
<b>6.11</b>	<b>Growers and millers contribute to local sustainable development wherever appropriate.</b>
<b>Own Estate</b>	
6.11.1	Information from villagers of Ungkaya village, confirmed that contributions to local development that company made are based on the results of consultation with local communities through involvement during Joint Consultative Committee (MUSRENBANG) in sub-district level.
6.11.2	Certificate holder has 5,369 Ha (5,005 smallholders) smallholder scheme namely Ungkaya Plasma that been developed
<b>Smallholders</b>	
6.11.1; 6.11.2	Contribution from smallholder member to local development has done through collectively donations, such as infrastructure development (village roads, worship/mosque maintenance, etc.).
	<b>Status: Comply</b>
<b>6.12</b>	<b>No forms of forced or trafficked labour are used.</b>
<b>Own Estate</b>	
	Document review and interview results with workers showed that there were no migrant labor, trafficking practices and forced labor. Employment data showed that each worker has had a working agreement which describes the tasks and responsibilities
<b>Smallholders</b>	
NA.	According to the result of interview with with the Assistant of scheme smallholder, the farmers and area coordinator the land owner the harvest is done by the landowner or by the employees.
	<b>Status: COMPLY</b>
<b>6.13</b>	<b>Growers and millers respect human rights</b>
	The policy to respect the human right is written on the Memorandum (No. 367/TGK-UKE/V/2015). It was issued on May 7th 2015. It describes that all written or oral actions shoul not break the norms written on the Law No. 39 Year 1999 in term of

Human Rights (HAM).	
The policy has been socialized to the workers, to the locals and to the contractors on 25 <sup>th</sup> April 2016.	
	<b>Status: COMPLY</b>
<b>PRINCIPLE #7 Responsible development of new plantings</b>	
<b>7.1</b>	
<b>A comprehensive and participatory independent social and environmental assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.</b>	
<i>Not Applicable</i>	
According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.	
	<b>Status: comply</b>
<b>7.2</b>	
<b>Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</b>	
<i>Not Applicable</i>	
According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.	
	<b>Status: comply</b>
<b>7.3</b>	
<b>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>	
<b>Own Estate</b>	
No new plantings which replacing primary forest or any of (or more) of High Conservation Values (HCVs), since November 2005. Planting was done from 1990 to 1997. Planting performed after Nov 2005 was replanting activities	
<b>Smallholders</b>	
Smallholder does not perform new plantings which replaces primary forest or any of (or more) of High Conservation Values (HCVs), since November 2005.	
<i>Not Applicable</i>	
According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.	
	<b>Status: comply</b>
<b>7.4</b>	
<b>Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b>	
<i>Not Applicable</i>	
According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.	
	<b>Status: comply</b>
<b>7.5</b>	
<b>No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b>	
<i>Not Applicable</i>	
According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.	
	<b>Status: comply</b>
<b>7.6</b>	
<b>Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</b>	

<p><i>Not Applicable</i> According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.</p>	
<b>Status: comply</b>	
<p><b>7.7</b> <b>Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b></p>	
<p><i>Not Applicable</i> According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented.</p>	
<b>Status: comply</b>	
<p><b>7.8</b> <b>New plantation developments are designed to minimise net greenhouse gas emissions.</b></p>	
<p><i>Not Applicable</i> According to the data of Areal Statement, there is no new estate expansion conducted by PT TGK post 2005. The latest planting program was conducted on 1997. Therefore, all the principle 7 matters are not implemented (refer to 5.6).</p>	
<b>Status: comply</b>	
<p><b>PRINCIPLE #8 Commitment to continuous improvement in key areas of activity</b></p>	
<p><b>8.1</b> <b>Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</b></p>	
<ul style="list-style-type: none"> <li>• The replanting program in Ungkaya Estate management unit area is still running. According to the result of observation, it is conducted mechanically.</li> <li>• All the corrective actions over the ASA-3 findings have been executed and complied, unless NCR No. 2015.05.</li> <li>• CH and smallholders has committed to zero-parakuat application.</li> <li>• The company is to continued the commitment to develop and maintain smallholdings</li> <li>• The company has been continuously programmed and perform the environment management and monitoring, and evaluate the results of environmental testing that has been performed</li> <li>• The company has been continuously programmed and managing HCV areas that have been identified, such as monitoring of flora and fauna on a regular basis and do enrichment in the HCV area</li> </ul>	
<b>Status: COMPLY</b>	

### 3.2 Summary of Assessment Report of Supply Chain Requirements

<b>Clause</b>	<b>(Module E) CPO Mills - Mass Balance Requirements</b>
<b>E.1</b>	<b>Definition</b>
<p><b>E.1.1</b> <b>Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</b></p>	
<p>Ungkaya Mill implemented MB supply chain models due to the fact that Ungkaya Mill processes the FFB from the certified estate (own estate and scheme smallholder) and from non-certified estate (outgrower). The claim for the certified products (CPO and PK) produced by Ungkaya Mill is only for the volume of the certified estate.</p>	

	<b>Status: COMPLY AS REQUIRED</b>																		
<b>E.2</b>	<b>Explanation</b>																		
<b>E.2.1</b>	<p><b>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&amp;C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</b></p> <p>PT Mutuagung (CB) has verified the volume of the certified FFB, CPO and PK on the attachment of RSPO certificate as. The information of the volume of the certified products is attached on the Basic Info of Public Summary Report of RSPO. Meanwhile, the company is also monitored annually (ASA) to ensure the production of FFB, CPO and PK comply the claim of the certified on the previous certificate attachment. During surveillance assessment, auditor team doing verification of appropriateness data record between an actual receiving and output material with claimed as certified products.</p>																		
	<b>Status: COMPLY AS REQUIRED</b>																		
<b>E.2.2</b>	<p><b>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</b></p> <p>Ungkaya Factory has been complied with supply chain requirements according to RSPO IT Platform. Auditor team doing verification against membership of Mill through the eTrace system traceability. Ungkaya Factory has been registered in the RSPO IT Platform RSPO_AC1000000340.</p> <p>There are no selling of RSPO Certified product.</p> <ul style="list-style-type: none"> <li><b>Certified CPO sold to each buyer period of 10 Juli 2015 to 26 April 2016</b></li> </ul> <table border="1"> <thead> <tr> <th>Date</th> <th>Buyer</th> <th>Volume</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Total</b></td> <td style="text-align: center;">-</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li><b>Certified Palm Kernel sold to each buyer period of 10 Juli 2015 to 26 April 2016</b></li> </ul> <table border="1"> <thead> <tr> <th>Date</th> <th>Buyer</th> <th>Volume</th> </tr> </thead> <tbody> <tr> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Total</b></td> <td style="text-align: center;">-</td> </tr> </tbody> </table>	Date	Buyer	Volume	-	-	-	<b>Total</b>		-	Date	Buyer	Volume	-	-	-	<b>Total</b>		-
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<b>Total</b>		-																	
Date	Buyer	Volume																	
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<b>Total</b>		-																	
	<b>Status: COMPLY AS REQUIRED</b>																		
<b>E.3</b>	<b>Documented procedures</b>																		
<b>E.3.1</b>	<p><b>The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</b></p> <ol style="list-style-type: none"> <li><b>Complete and up to date procedures covering the implementation of all the elements in these requirements;</b></li> <li><b>The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</b></li> </ol> <p>The procedure implemented by Ungkaya POM on its RSPO Supply Chain is the on its site as the reference over the RSPO Supply Chain Requirements version November 2014. Area 079-501/TGK-SPC-03/16 on 03 March 2016, where Ungkaya POM has implemented Mass Balance Model.</p> <p>Task and responsibility of the personel on the supply chain implementation are:</p> <p>Description of the Mill Manager tasks:</p> <ol style="list-style-type: none"> <li>Keeping and maintaining all documents, records or notes of the usage of all raw materials and supporting materials</li> </ol>																		

used on the production process and ultimate product quality.

- b. Verification of the status of the product sent to the vendee by signing the official record of the product dispatch with the vendee.

Description of the Assistant of PSQM tasks:

- a. Conducting FFB quality control (grading) in mill and composing daily recapitulation.
- b. Monitoring the palm product dispatch and load/unload as well as witnessing the compilation of official record of CPO and Palm Kernel dispatch.

Description of the Foreman/Assistant of laboratory tasks:

- a. Analyzing and testing the product and raw material quality in all mill production process stages.
- b. Keeping, maintaining and distributing the result of raw material and product analysis to the stakeholders.

Description of the Assistant/Bulking Manager tasks:

- a. CPO and PK product transport from POM to bulking station.

CPO and PK handling and storage in bulking station.

**Status: COMPLY AS REQUIRED**

**E.3.2**

**The site shall have documented procedures for receiving and processing certified and non-certified FFBs.**

Based on memorandum from head of PSQM Sumatera / Sulawesi on 03 September 2015 related to RSPO Supply Chain Certification System (No.013/PSQM-UM/IX/2015) for Mass Balance Product explained if every FFB process in POM Should be verified whether the FFB is Certified or non certified RSPO. The verification carried out by providing a stamp on FFB delivery notet and wheigbridge tickets. on specific conditions if there is a certified TBS sold to outside parties should be identified with the stamp of the RSPO and all should be documented

**Status: COMPLY AS REQUIRED**

**E.4**

**Purchasing and goods in**

**E.4.1**

**The site shall verify and document the volumes of certified and non-certified FFBs received.**

Ungkaya Mill have an updating the monthly summary of certified and non-certified FFB received,

Month	FFB Received (Ton)		
	Sustainable	Non sustainable	Total
July 2015 ( 10 s/d 31)	7,713,990	1,022,730	8,736,720
Agust 2015	8,853,790	739,100	9,592,890
Sept 2015	8,665,280	1,544,790	10,210,070
Oct 2015	13,596,670	2,175,650	15,772,320
Nov 2015	15,944,260	2,162,780	18,107,040
Dec 2015	19,453,050	1,134,100	20,587,150
January 2016	19,572,180	2,518,820	22,091,000
February 2016	16,415,870	2,357,780	18,773,650
March 2016	14,922,000	1,095,210	16,017,210

April 2016 (01 s/d 26 )	15,543,680	1,046,910	16,590,590	
<b>Grand Total (Kg)</b>	<b>140,680,770</b>	<b>15,797,870</b>	<b>156,478,640</b>	
<b>Status: COMPLY AS REQUIRED</b>				
<b>E.4.2</b>				
<b>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</b>				
According to the eTrace Report Summary on period of July 10th 2015 – July 9th 2016, the product claim determined by Ungkaya Mill is as follows: Certified FFB: <b>161,500</b> MT; CSPO: 36,337 MT; CSPK: 8,075MT. Actual certified produced on period of July 10th 2015 – 26 April 2016 by Ungkaya Mill is as follows: Certified FFB: <b>140,680.77</b> MT; CSPO: 32,767 MT; CSPK: 6624 MT. Certified product during ASA-4 assessment for Ungkaya Mill is still below the claim product of the eTrace Report.				
<b>Status: COMPLY AS REQUIRED</b>				
<b>E.5</b>	<b>Record keeping</b>			
<b>E.5.1</b>				
<ul style="list-style-type: none"> <li>a. The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</li> <li>b. All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</li> <li>c. The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)</li> </ul>				
Ungkaya POM has had a monthly report which describes about FFB Acceptance, CPO Production, PK Production, CPO Shipping, PK Shipping and product stocks. During the period of July 10th 2015 – 26 April 2016 there are no shipping of CSPO and CSPK.				
<b>Status: COMPLY AS REQUIRED</b>				
<b>E.5.2</b>				
<b>In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.</b>				
UNGKAYA Mill does not have Kernel Crushing Plant installation.				
<b>Status: NOT APPLICABLE</b>				

3.3 Conformity Checklist of Certificate and Logo Use

<b>1.</b>	<b>Evidence of permission or approval certificate and logo from Certification Body which submitted by Client</b>	<b>X or√</b>
<b>ASA-4</b>	PT TGK have a license/approval from Mutuagung Lestari as Certification Body regarding use of certification with No. MUTU-RSPO/018	
	<b>Status:</b>	
<b>2.</b>	<b>Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use</b>	<b>X or√</b>
<b>ASA-4</b>	Not Applicable Certificate Holder (PT TGK) are not using the RSPO logo both on-product and off-product within scope of certification.	
	<b>Status: NOT APPLICABLE</b>	
<b>3.</b>	<b>Implementation of Certificate and Logo is not used on product</b>	<b>X or√</b>
<b>ASA-4</b>	Not Applicable Certificate Holder (PT TGK) are not using the RSPO logo both on-product and off-product within scope of certification.	
	<b>Status: NOT APPLICABLE</b>	
<b>4.</b>	<b>Controlling of Certificate and Logo, including withdrawing inappropriate logo.</b>	<b>X or√</b>
<b>ASA-4</b>	Not Applicable Certificate Holder (PT TGK) are not using the RSPO logo both on-product and off-product within scope of certification.	
	<b>Status: NOT APPLICABLE</b>	



**3.4 Summary of RSPO Partial Certification**

<b>Management unit(s) observed:</b>		
<b>1. PT. Mitra Austral Sejahtera</b>		
<b>2.1</b>	<b>There is compliance with all applicable local, national and ratified international laws and regulations.</b>	<b>X or√</b>
	PT Mitra Austral Sejahtera is compliance with applicable laws and regulations.	
	<b>Status: Compliance</b>	
<b>2.2</b>	<b>The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.</b>	<b>X or√</b>
	PT Mitra Austral Sejahtera has demonstrated land use and not legitimately contested by local communities. The company's land acquisition process has been in accordance with the prevailing regulations	
	<b>Status: Compliance</b>	
<b>6.3</b>	<b>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.</b>	<b>X or√</b>
	PT Mitra Austral Sejahtera has documented system for dealing with complaints and grievances, which is implemented and accepted by all parties. There is a Communication Procedure No. Policy 501/MAS-KOM-03/11 dated 8 April 2011 implemented through the Mail Box, Email, Announcements, posters, brochures / pamphlets and meeting / briefing, etc. To resolve complaints / disputes associated with land, the company has prepared a Compensation Negotiation Process Mechanism No Policy 501/MAS-Doc 01/11 dated 8 April 2011, which contains a flowchart of (derasa) compensation payment process through a amicable discussion and meetings with Muspika (Task Force).	
	<b>Status: Compliance</b>	
<b>6.4</b>	<b>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.</b>	<b>X or√</b>
	PT Mitra Austral Sejahtera has a Compensation Negotiation Process Procedure No. Policy 501/MAS-Doc 01/11 dated 8 April 2011, which contains a flowchart of compensation payment process (Derasa) through amicable discussion and meeting with Muspika. The pricing of compensation is based on the Minutes of Agreement on Compensation (Derasa) Pricing dated December 8, 2005 as agreed by PT MAS, Community Leaders and KUD managers, acknowledged by Sub-District Chiefs (3 Sub-districts). Socialization was held on December 9, 2005 and attended by 35 representatives of related groups.	
	<b>Status: Compliance</b>	
<b>7.3</b>	<b>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>	<b>X or√</b>
	PT Mitra Austral Sejahtera has not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values. Based on the company's Plantation Concession issued through Decision of Land Agency Head of Sanggau District No. 400-56/IL-1999 dated January 8, 1999 on the Granting of Extension Concession the Purposes of Palm Oil Plantation located at Parindu, Bonti, Hulu and Kembayan Tayan sub-districts in the name of PT Mitra Austral Sejahtera with a total area of 20,000 hectares of 30,000 hectares reserved area, the concession of PT MAS is located within Other Use Area (APL) in accordance with the Spatial Plan of West Kalimantan Province The company management has declared to the community that the company will preserve and will not cultivate palm oil crops in areas that have been identified as HCV (MAS-3 Estate's Statement Letter dated May 1, 2011). Local people / Indigenous Figures joined in Satlak were directly involved in the identification process of areas where palm oil planting is not allowed in accordance with the agreement.	
	<b>Status: Compliance</b>	
<b>7.5</b>	<b>No new plantings are established on local peoples' land without their free, prior and</b>	<b>X or√</b>

	<p><b>informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b></p>	
	<p>Available EIA documents as approved by the Central EIA Committee letter the Department of Forestry and Plantations, No: 242/Menhutbun-II/2000, on March 23, 2000. The company has conducted studies of social impact, but until the implementation of Stage-1 is still in draft form. SIA mentioned in the draft document;</p> <p>a. Positive Impacts</p> <p>1. Direct Impacts</p> <ul style="list-style-type: none"> <li>- Significant local people are employed by the company.</li> <li>- Emergence of livelihood sources.</li> <li>- Increased revenue sources and incomes of the villagers.</li> <li>- Increased productivity, value and status of land (impact of KKPA plasma development).</li> <li>- Increased accessibility and mobility of people, goods and services.</li> <li>- Public's positive perception to the company.</li> </ul> <p>2. Indirect</p> <ul style="list-style-type: none"> <li>- The increasingly growth of local businesses</li> <li>- Increased cash flow and fund circulation in the surrounding villages.</li> <li>- Increased purchasing power of the local people.</li> </ul> <p>b. Negative Impacts;</p> <p>1. Direct impacts;</p> <ul style="list-style-type: none"> <li>- Reduced size of public lands,</li> <li>- Public's negative perception to the company,</li> <li>- Dispute/conflict</li> </ul> <p>2. Indirect impacts and Accumulation</p> <ul style="list-style-type: none"> <li>- Clean water problem,</li> <li>- Impaired traditional value system of mutual cooperation,</li> </ul> <p>- Change in lifestyles of rural people.</p> <p>Based on the Plantation Development Realization Report of the socialization of new land opening has been conducted in July to September 2010 for Bonti and Kembayan Sub-districts, and unit has done socialization of new land opening in March 2011 (Sedae, Canal, Mua, Kampuh, and Tapa sub-villages).</p> <p>Based on interviews with residents of RT Pinsam the company's new plantation opening process also involved te Satlak Team consisting of Sub-village Chiefs, Indigenous leaders, KUD Sekayam Jaya Manager and Village officials as officers who perform verification of the land to be opened.</p>	
	<b>Status: Compliance</b>	
<b>7.6</b>	<p><b>Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</b></p>	<b>X or√</b>
	<p>There is a Land Compensation Negotiation Process procedure No. 501/MAS-Doc 01/11 dated 8 April 2011 in which contains a flow chart of compensation process involving amicable deliberation and meetings with Muspika (Task Force). Documented process and agreement of land acquisition for new plantation area are maintained in MAS 3 Estate's office and RSPO secretariat office in MAS 1 Estate.</p>	
	<b>Status: Compliance</b>	

3.5 Identification of Findings, Corrective Action, Observations, OFI and Noteworthy Positive Components

3.5.5.1.a Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA ESTATE

NCR No	Ref Std	Findings	Area	Grade	Deadline	Corrective Action	Observation	Status	Closed Date
2015.01	2.2.6	<b>Policy for Not Using Mercenary</b> PT TGK is not able to show the policy of the prohibition for hiring the mercenary on its operational.	Estate and Mill	Major	July 9th 2015	PT TGK must be able to show the policy of the prohibition for hiring the mercenary on its operational.	<b>Root Cause (filled by client)</b>  <b>Corrective Action (filled by client)</b>  <b>Preventive Action (filled by client)</b>  The management unit of Ungkaya Estate is able to show the policy in term of the prohibition to hire the mercenary on its operational. The evidence is shown after the Closing Meeting.	Closed	May 9 <sup>th</sup> 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
2015.01	Major 1.2.1	<b>Type of the Publicly-Accessed Documents.</b> The company (PT TGK) is not able to show the evidence of the information in form of the document of partnership with the other companies nor smallholder groups.	PT TGK	NC	July 9th 2015	The company (PT TGK) must be able to show the evidence of the information in form of the document of partnership with the other companies or	<b>Root Cause:</b> There is no evidence of the information in form of the document of partnership with the other companies nor smallholder groups.	Closed	June 22 <sup>nd</sup> 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
		<p>For example:</p> <ol style="list-style-type: none"> <li>1. Document of decree of Forestry Ministry No. 781/VII-4/1986 dated December 30th 1986 in term of the approval paper of the forest area land reserve for estate in December 1986 perihal Surat PIR-TRANS in Central Sulawesi.</li> <li>2. Document of Agricultur Ministry Approval Paper No. 49/Kpts/KB.510/2/88 dated February 8th 1988 in term of the development of estate in PIR-TRANS scheme.</li> <li>3. Evidence of the EIA document on the smallholders group/regional coordinator.</li> </ol>				smallholder groups.	<p><b>Corrective Action:</b></p> <p>The management has issued Menerbitkan Memorandum No. 003/PSQM-UM/VI/2015 dated June 1<sup>st</sup> 2015 in term of the description of scheme smallholder establishment history supported by Government and PT Tamaco Graha Krida.</p> <p><b>Preventive Action:</b></p> <p>The company shall maintain the documents/memo that have to do with that.</p> <p>Auditor observation over the evidence of corrective action:</p> <p><b>June 10th 2015</b></p> <p>The management unit of Ungkaya Scheme Smallholder informs the corrective action in form of the memorandum No. 003/PSQM-UM/VI/2015 dated June 1<sup>st</sup> 2015 in term of the description of scheme smallholder establishment history supported by Government and PT</p>		

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							<p>Tamaco Graha Krida. According to the memorandum, the decree of the Forestry Ministry No. 781/VII-4/1986 dated December 30th 1986 is not considered as legal standing for the scheme smallholder establishment in location 1 due to the actual condition that the location 1 is hell on earth.</p> <p>Therefore, the Regional Investment Agency relocate them to the new are in Sub-Districts of Petasia, Lembo and Bungku Tengah by referring the decree No. 570/05/1L/BID II-BKPM/87 dated September 28<sup>th</sup> 1987. The area of relocation 2 gained its approval paper of the Agriculture Ministry No. 49/Kpts/KB.510/2/88 dated February 8th 1988.</p> <p>The structure of the Ungkaya Scheme Smallholder Organization is the smallholder group. However, it is managed by PT TGK. The organization structure of the scheme smallholder person in charge is the regional Coordinator. Therefore, 171 smallholder groups bow to 4 regional</p>		

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							Coordinator. All the compliance over the RSPO standards are charged by the regional Coordinator including the distribution of EIA/environment document to each regional Coordinator. <b>NC is CLOSED.</b>		
2015.02	Minor 4.6.4 Minor 4.7.4	<b>PPE that have to do with chemicals</b> The Scheme Smallholder / regional Coordinator is not able to show the evidence of the properness of the PPE used by the smallholders.	Smallholder Group	NC	ASA-4	The Scheme Smallholder / regional Coordinator must be able to show the evidence of the properness of the PPE used by the smallholders.	<b>Root Cause:</b> There is no evidence of the properness of the PPE used by smallholders. <b>Corrective Action:</b> The PPE for dealing with chemicals (spraying PPE) have been given to the regional Coordinator. <b>Preventive Action:</b> The company shall maintain good relation with the regional Coordinator and the socialization in term of the use of PPE shall be held.  Auditor observation over the evidence of corrective action: <b>July 7th 2015</b>	CLOSED with Observation	July 7th 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							Ungkaya Scheme Smallholder management unit informs the corrective action in form of the letter from scheme smallholder Manager in term of the PPE usage order to spayer team via each regional Coordinator (Letter No. Surat: 107/TGK-UKP/VI/2015 dated June 29 <sup>th</sup> 2015).  <b>The NC is considered CLOSED WITH OBSERVATION</b> and it shall be verified on the next assessment.		
2015.03	Major 5.1.1	<p><b>Document of EIA and Socialization</b></p> <p>a. The company has had EIA document. However, the scope of its analysis is not covering all scheme smallholder area. For example, Block Bumi Harapan to Block Ambunu (2,676 Ha) and Block Atananga to Block Samarenda (244 Ha).</p> <p>b. PT TGK is not able to show the evidence of socialization to the smallholder in term of the EIA document and its negative</p>	PT TGK	NC	July 9th 2015	<p>a. The company must have EIA document which its scope covers the scheme smallholder area.</p> <p>b. PT TGK must be able to show the evidence of socialization to the</p>	<p><b>Root Cause:</b></p> <p>The company does not have EIA document which its scope covers the scheme smallholder area including its negative impacts management.</p> <p><b>Corrective Action:</b></p> <p>Each regional Coordinator has composed the declaration letter for complying and implementing environment management based on the PT TGK EIA guideline.</p>	Closed with observation	June 22nd 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
		impacts assessment.				smallholder in term of the EIA document and its negative impacts assessment	<p><b>Preventive Action:</b> Maintaining the commitment and holding the socialization to the smallholders in term of PT TGK EIA.</p> <p><i>Auditor observation over the corrective action:</i></p> <p><b>June 10th 2015</b></p> <p>The corrective action is in form of the declaration letter from each regional Coordinator for complying and implementing environment management based on the PT TGK EIA guideline.</p> <p>The socialization is conducted by distributing the EIA document to regional Coordinator.</p> <p><b>The NC is considered CLOSED WITH OBSERVATION</b> and it shall be verified on the next assessment.</p>		
2015.04	Minor 5.1.1	<p><b>Environmental Impact Management</b></p> <p>PT TGK is not able to show all smallholders (Ungkaya Scheme Smallholder) who agree to</p>	PT TGK	NC	ASA-4	PT TGK must be able to show all smallholders (Ungkaya Scheme Smallholder) who agree to implement and	<p><b>Root Cause:</b> PT TGK does not have the document of EIA which cover all scheme smallholder area including the</p>	Closed with observation	June 22nd 2015



3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
		implement and comply the environmental impact management written on the EIA including the area which are not incorporated on the environment analysis.				comply the environmental impact management written on the EIA including the area which are not incorporated on the environment analysis	<p>evidence of socialization to the smallholders in term of the EIA and its negative impacts management.</p> <p><b>Corrective Action:</b> Each regional Coordinator has written paper for complying and implementing environment management based on the guideline of PT TGK EIA.</p> <p><b>Preventive Action:</b> Keeping the commitment and holding socialization to the smallholders in term of the PT TGK EIA.</p> <p><i>Auditor observation over the corrective action:</i> <b>June 10th 2015</b> Evidence of the corrective action shown by PT TGK is the declaration paper of each regional Coordinator for complying and implementing the environmental management based on the guideline of PT TGK EIA.</p> <p><b>The NC is considered CLOSED</b></p>		


3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							WITH OBSERVATION and it shall be verified on the next assessment.		
2015.05	Minor 6.1.1 Minor 6.1.2	<b>Social Impact Assessment</b> PT TGK is not able to show that all smallholders have agreed to implement and to comply the social impact management based on company EIA including the scheme smallholder are which are not incorporated on the analysis scope.	Estate	NC	ASA-4	the company must be able to show the evidence that the social impact management of the scheme smallholder/regional Coordinator is attached on the record of environmental management and monitoring plan and is lied on the scheme smallholder / regional Cordinator.	<p><b>Root Cause:</b> There is no evidence that the social impact management in scheme smallholder/regional Coordinator is attached on the record of environmental management and monitoring plan implementation and reporting as well as in the scheme smallholder / regional Coordinator.</p> <p><b>Corrective Action:</b> PT TGK has distributed the Questionnaires to the smallholders over the social and environment impacts of PT TGK over the smallholders.</p> <p><b>Preventive Action:</b> PT TGK shall always include/attach the social impact management in the scheme smallholder on the report of environmental management and monitoring plan.</p> <p><i>Auditor observation over the corrective action:</i></p>	Closed with observation	June 21 <sup>st</sup> 2016

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							<p><b>July 7th 2015</b></p> <p>Ungkaya Scheme Smallholder has informed the corrective action in form of the result of social and environment impact identification over 24 smallholder groups (sample of 87 smallholders) for 120.5 Ha.</p> <p>According to the result of identification, 13% of the smallholder estate are categorized good, 54% are categorized medium and 33% are categorized promiscuous. However, there is no description of each estate category. Meanwhile, there is no evidence that the result of identification has been attached on the regular report of environmental management and monitoring plan implementation.</p> <p><b>April 28<sup>th</sup> 2016</b></p> <p>CH has take a social impact identification and inventarisasi through questionnaire. However, those report was not included into 2<sup>nd</sup> semester environmental</p>		

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							<p>management and monitoring plan report 2015. This non conformity has raised up into <b>Major category</b>.</p> <p>Evidence of conformity had sent in form of draft of 1<sup>st</sup> semester environmental management and monitoring plan report 2016, dated June 8<sup>th</sup> 2016, which presented as the picture follows</p>  <p><b>June 8<sup>th</sup>, 2106</b></p> <p>CH has sent the draft as mentioned in observation dated April 28<sup>th</sup> 2016. Hence, <b>The NC is considered CLOSED WITH OBSERVATION</b> and it shall be verified on the next</p>		

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							assessment.		
2015.06	Major 6.9.1	<p><b>Document or Appeal over the sexual harassment prevention</b></p> <p>The regional Coordinator is not able to show enough evidence over the ownership of the document or appeal against the prevention over sexual harassment on women and the reproduction right protection is not yet implemented.</p>	Smallholders	NC	July 9th 2015	<p>The regional Coordinator must be able to show enough evidence over the ownership of the document or appeal against the prevention over sexual harassment on women and the reproduction right protection is not yet implemented</p>	<p><b>Root Cause:</b></p> <p>The regional coordinator is not able to show enough evidence over the ownership of the document or appeal against the prevention over sexual harassment on women and the reproduction right protection is not yet implemented</p> <p><b>Corrective Action:</b></p> <p>PT TGK give the SOP to the smallholder group for not conducting sexual harassment; for not conducting violence over the women and for protecting the women reproduction rights.</p> <p><b>Preventive Action:</b></p> <p>The company shall socialize the negative impacts caused by sexual harassment over women.</p> <p><i>Auditor observation over the</i></p>	Closed with observation	June 22nd 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							<p><i>corrective action:</i></p> <p><b>June 10th 2015</b></p> <p>Evidence of the informed corrective action is in form of the official record of the SOP handover to the smallholder group in term of the women rights. The official record was composed on May 8th 2015. It was given to each regional Coordinator.</p> <p><b>The NC is considered CLOSED WITH OBSERVATION</b> and it shall be verified on the next assessment.</p>		
2015.07	Major 8.1.1	<p><b>Plan of Corrective Action</b></p> <p>PT TGK and regional Coordinator are not able to show the plan of corrective action based on the social and environment impacts which is composed with the regional Coordinator.</p>	Estate	NC	July 9th 2015	<p>PT TGK must be able to show the plan of corrective action based on the social and environment impacts which is composed with the regional Coordinator</p>	<p><b>Root Cause:</b></p> <p>PT TGK is not able to show the plan of corrective action based on the social and environment impacts which is composed with the regional Coordinator.</p> <p><b>Corrective Action:</b></p> <p>PT TGJ has composed the plan and has it socialized to the smallholders (sustainable estate management).</p> <p><b>Preventive Action:</b></p>	CLOSED with Observation	July 7th 2015

3.5.5.1.b Finding Identification, Corrective Action and Observation during *Surveillance-03* Assessment for UNGKAYA PLASMA

CAR No.	Ref. Std.	Findings	Location	Grade	Deadline	Corrective Action	Observation	Status	Closing date /
							<p>PT TGK shall socialize the proper and sustainable estate management.</p> <p><i>Auditor observation over the corrective action:</i></p> <p><b>July 7th 2015</b></p> <p>Ungkaya Scheme Smallholder management unit shows the evidence of the training period for Ungkaya Scheme Smallholder for period of 2015. There are several crucial training aspects for the smallholders. For example, Block Harvesting System, Block Spraying System, Block Manuring System, High Conservation Value, Soil and Water Conservation, OHS, IPM, Fire Extinguishing Training, Zero Burning Implementation. The training shall be held on March, April and September 2015 based on the training period.</p> <p><b>The NC is considered CLOSED WITH OBSERVATION</b> and it shall be verified on the next assessment.</p>		

3.5.5.2.a Opportunity for Improvement during *Surveillance-03* Assessment for Ungkaya Estate

No	Ref Std	Descriptions
1	Major 2.2.4	The management unit of PT TGK need to ensure that the occupied area for 79.74 Ha within the company Land Use Title (HGU) has requirements for the resolution process accepted by the involved parties ( <b>OBSERVATION</b> ).
2	Major 4.4.2	Ungkaya Estate management unit has opportunity to preserve the water source by conducting river water quality monitoring for the river passing through the estate which are impacted by the company operationals. For example, Mamalu and Laluria River (Ungkaya River Upstream).
3	Major 4.7.2	Ungkaya Estate management unit need to ensure that all PPE that have to do with chemicals application (pesticide and fertilizer) are maintained based on the applied procedure ( <b>OBSERVATION</b> ).
4	Minor 5.1.2	PT TGK management unit must ensure the compliance of the smallholders to follow the environment impact management by referring the company EIA document including the scheme smallholders regions which are not incorporated on the environment analysis scope.
5	Major 5.3.2	Ungkaya Estate management unit need to ensure that the pesticide containers are stored on the determined station based on the procedure.

3.5.5.2.b Opportunity for Improvement during *Surveillance-03* Assessment for UNGKAYA PLASMA

No	Ref.Std	Description ( <i>Penjelasan</i> )
01	Major 1.2.1	PT TGK need to ensure the record of the document of candidate determination of the smallholders based on the decree of Regent and or Transmigration Agency for 5,859 Ha of scheme smallholder land (5,250 smallholders) are well maintained.
02	Major 2.2.1	PT TGK need to cooperate with the smallholders to ensure the copies of the smallholder ownership are well documented.
03	Major 3.1.1	The workplane of the production projection for the next 3 years must be written in detail according to the smallholder group/regional coordinator ( <b>Observation</b> ).
04	Major 4.1.1	PT TGK should improve the documentation process of the existed SOP number.
05	Minor 4.1.1 Minor 4.4.2	PT THK need to ensure that all fertilizer and pesticide usage in each smallholder group / regional Coordinator are available.
06	Major	Smallholder group / regional Coordinator need to cooperate with PT TGK for dealing with the fertilizer quality used by.



	<b>4.2.1</b>	
07	<b>Major 4.6.1</b>	Smallholder group / regional Coordinator need to ensure that the limited pesticide (paraquat) is no longer used.
08	<b>Major 4.6.3 Major 5.3.1 Major 5.3.2</b>	Smallholder group / regional Coordinator need to ensure that the ex pesticide containers incineration and storing are well managed based on the guidance of the partnership Guide.
09	<b>Major 6.2.1 Major 6.2.2 Minor 6.2.1 Minor 6.3.1</b>	Smallholder group / regional Coordinator need to ensure the communication, consultation, aspiration, regular assembly and complaint are well documented.
10	<b>Major 4.2.2</b>	Smallholder group / regional Coordinator need to cooperate with PT TGK to conduct the brief recording over the estate operational including the last 3 years production in each Smallholder group / regional Coordinator ( <b>Observation</b> ).
11	<b>Minor 5.5.1</b>	Smallholder group / regional Coordinator need to fill the blank column of list of fire extinguishing facilities in detail (number of each items and its condition).

1.1. Identification of Findings at Surveillance-4

Temuan Ketidaksesuaian Saat Surveillance-4

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
2016.01	2.1.1	<b>Compliance of Regulation</b>  <b>1. Document of Environment</b>  Certificate holder (CH) has had the EIA document dated 1995, which scope of study has covers own estate and smallholders area.	PT. TGK and Plasma	MAJOR	29 June 2016	CH must be able to show the evidence of compliance of regulation related with environmental aspects, including consultation with the respective Govt. Agency are carried out properly.	<b>Root cause:</b> The company did not know that the EIA document did not cover all smallholder scheme areas, it is caused by the location map of AMDAL not clearly mentioned the study's area and also EIA carried out before the regional	CLOSED With OBSERVATION	28 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>However, some smallholders area has not included on EIA study, i.e. on 2,676 ha and 244 ha in Block Bumi Harapan to Block Ambunu and Block Atananga to Block Samarenda, respectively.</p> <p>Environment Agency of Morowali District in April 27<sup>th</sup>, 2016 mentioned that EIA study of PT TGK must comply with PP (Govt. Law) No. 27 year 2012 and should covers whole own estate and smallholder areas.</p> <p><b>2. Medical Examination</b></p> <p>CH couldn't shows the evidence on special medical check up for high risk workers (e.g. works on high noise area) had been carried out properly. This is not complying with Permenaker (Regulation of Ministry of Manpower) No. 02 year 1980.</p>					<p>growth.</p> <p>The unit of Legal and Support from Departments of PSD and PSQM-ESH are team who's responsible for regulation fulfilment monitoring.</p> <p>Last special medical checkup had conducted in 2014 while in 2015, it was never been carried out. The special checkup is starts to be carried out on May 2016 and it would be annually conducted.</p> <p><b>Corrective actions</b></p> <ol style="list-style-type: none"> <li>1. Consultation meeting between PT TGK and Environment Agency of Morowali District has been conducted in May 30<sup>th</sup> 2016. Follow up of the meeting will be carried out by the Agency (minutes of the meeting is attached).</li> <li>2. PT TGK has deal with local govt. clinic of Laantula jaya to conduct a special medical check up. In scope of Morowali District, there was only Laantula clinic whose be able to provide the devices for special medical checkup, i.e. Audiometry testing.</li> </ol> <p><b>Preventive Actions</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>1. PT TGK will follows any instructions came from Morowali Environment Agency, in accordance with Govt. Regulation No. 27 year 2012.</p> <p>2. PT TGK polyclinic team will always make cooperation with the competence parties in conducting a special medical checkup. Special medical checkup will be included and scheduled in company annual program.</p> <p><b>Auditor Observation:</b>  <b>June 12<sup>th</sup> 2016</b>            CH has shown the evidence of consultation minutes with Morowali Environment Agency and Audiometric testing results had been carried out by Laantula jaya Clinic. However, the evaluation on identified of workers with hearing problem was not available. Hence the NCR is consider as <b>non-conform/Open</b>.</p> <p><b>June 21<sup>st</sup>, 2016</b>  <b>1. Documents of Environment</b>            CH has shown the evidence of consultation minutes meeting with Morowali Environment District had conducted in May 30<sup>th</sup> 2016. The</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>minutes stated that field crosscheck and time of visit will be conducted in the third week of June 2016.</p> <p>Team of Auditor concluded that the CH must be able to show the evidence of field visit, Environment Agency recommendation and follow up plan towards recommendation had been carried out properly.</p> <p>As explained above, Auditor team concluded that the NCR is still remain <b>open</b> until the proper evidences are available.</p> <p><b>2. Medical check up</b></p> <p>CH was able to shows the evaluation of Audiometric testing which carried out by Laantula Jaya clinic. The result stated that workers identified with minor audiometric/hearing problem category are compulsory to use PPE during working hours, while workers with medium category will be allocate to another station where the level of noise is lower than 85 dB</p> <p>Regarding that matter, the evidence of allocation of 5 workers who's identified on medium category were not available. Hence, the NCR status still remain as <b>Open</b>.</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p><b>Observation on 28 June 2016</b>  <b>EIA Document :</b>            The company can show the minutes of verification / field survey conducted by Environment Agency of district of Morowali, Forestry and Plantation and Housing &amp; Regional Spatial Planning Department on 15 June 2016. An field overview performed in block of Atanangan-Samarenda and block of Bumi Harapan-Ambunu. Based on the survey results known that the areas is exclude of the range of EIA study published earlier.</p> <p>The Company can show the proposal preparation of EIA Addendum of Oil Plam Cultivation for smallholder scheme in the Bungku Barat Sub-District, Bumi Raya Sub-District And Witaponda Sub-District, Morowali Regency, Central Sulawesi, proposed by PT Ideall Multi Design addressed to PT Tamaco Graha Krida on June 14, 2016.</p> <p><b>Mutation employees</b>            The company has been submitted evidence of employee mutation letter No. 003/TGK-UKF/Mutation/V/16 (May 30, 2016). The letter was submitted by Factory Manager as many as 10 factory employees that has been identified hearing loss based on</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							audiometric hearing test results on May 23, 2016. The identified employee has been assigned moved to other station processes with low noise. Based on these corrective actions, the audit team stated the non-conformity in this section <b>CLOSED WITH OBSERVATION.</b>		
2016.02	2.2.1	<p><b>The Actual land Use</b></p> <p>CH has a land title (HGU) document No. HGU No. 06/HGU/1989 dated July 15<sup>th</sup>, 1989 and book of boundary pole year 2011 which issued by National Land Agency of Morowali District. However:</p> <ol style="list-style-type: none"> <li>Based on field observation to boundary pole No. 12, No. 13 and No. 14 where located on Block 71 Division 1, Block 81 Division 3 and Block 86 Division 3, respectively and land title map 2011 review, it was found that the actual land used has exceeds than the land title.</li> <li>Based on land title map 2011 and hectare statement map analysis, it was found that the shapes of boundary were not match. (For example as shown in boundary between pole No. 13 and No. 14). This indicates there was oil palm</li> </ol>	PT. TGK	MAJOR	29 June 2016	CH must be able to show the evidence of actual land use is comply with the owned land title(s), as well as conducting a consultation and communication with Land Agency are carried out properly.	<p><b>Refutation on 28 June 2016</b></p> <p>Borders as mentioned in land title certificate No. 01/1989 for 2,692 ha land area (as accordance with decree of land title No. 06/1989) informed that BTS 12, 13 and 14 position are comply with national land agency (BPN) field assessment which conducted in April 24<sup>th</sup> 2014. BPN also stated that there was no oil palm planted outside the land title borders, except for 116.81 ha, 111.43 ha and 17.05 ha where located in Desa Ungkaya, Laantula and Bumi Harapan, respectively. Hence, referring the BPN data for audit assessment is strongly expected (Appendix 1).</p> <p>Moreover, the circle marked by the respective auditor has pointed as an area which planted in 1993. However, based on BPN field verification, it was planted in 2014. Hence, there was no oil palm planted outside the land title borders of PT TGK.</p>	<b>CLOSED WITH OBSERVATION.</b>	28 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>planted outside the land title permit.</p> <p>CH couldn't shows the evidence that corrective action needed to overcome the matter above had been carried out to the respective parties (Land Agency).</p>					<p><b>Root cause :</b> During the field visit, the evidence of the BPN field visit results year of 2014 are not shown because the person in charge (PSD) has resigned and there is no handover document, so the unit does not know the existence of these documents.</p> <p><b>Corrective action :</b> All documents related to the legal aspects will be stored by the PSD department and during the audit the PSD staff will accompany.</p> <p><b>Preventive action:</b> Filling the soft copy of the entire legal documents and distributed into the unit.</p> <p><b>Auditor Observations : June 12, 2016</b> Please explain the circled area on a map 1 and map 2 attached.</p> <p><b>Auditor Observations:</b> <b>28 June 2016</b> PT. TGK has shown the evidence in the form of a letter from BPN of Morowali District No: 77/72.06/V/2014 (24 April 2014) concerning the result of</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>determination of the HGU boundaries of PT. TGK in the Ungkaya village, Laantula Jaya village and Bumi Harapan village.</p> <p>The letter informs that BPN has been measuring the HGU boundaries of PT. TGK to ensure that there is oil palm cultivation beyond land rights and concluded will exclude the areas that indicated outside of land rights, among others: Ungkaya Village (116.81 Ha); Laantula Jaya Village (111.43 Ha); Bumi Harapan Village (5.17 Ha), following is attachment map scale of 1:50,000 .</p> <p>The non-conformity, stated CLOSED with OBSERVATION. Will be ensured during stakeholder consultation on the next assessment.</p>		
2016.03	2.2.2	<p><b>Legal Boundaries Must be Clear and well Maintained</b></p> <p>CH has shows book and map of legal boundary 2011, issued by Land Agency of Morowali District. Those documents were made based on re-mapping land title coordinate transformation survey, dated 27-30 November 2011.</p> <p>However, based on field observation to boundary poles No. 1 and 11, both</p>	PT. TGK	minor	RC	CH must be able to show a clear legal boundaries and pole condition must be well maintained.	<p><b>Root Cause :</b></p> <p><b>Corrective Action:</b></p> <p><b>Preventive Action:</b></p>	OPEN	



CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		poles were not found, although Auditor team has refer to the specific coordinates mentioned by documents above. Furthermore, condition of boundary poles No. 12, 13 and 14 were not maintained properly.							
2016.04	3.1.1	<b>Long-term Management Plan</b> Group Manager has not been able to shows long-term management plan, minimum for the next three years.	Plasma	MAJOR	29 June 2016	Group Manager must be able to show a long-term management plan (include production and replanting), minimum for the next 3 years.	<p><b>Root cause:</b> CH team was not be able to shows the long term business plan for the next three years.</p> <p><b>Corrective action :</b> The long-term plan document of Plasma garden showed to auditors</p> <p><b>Corrective actions:</b> The long term business of PT TGK plan will be updated periodically.</p> <p><b>Observation May 3<sup>rd</sup> 2016.</b> Group Manager has be able to shows the evidence of long term business plan for period 2018/2019, which include budget of production based on palm ages and replanting plan. Based on the evidence, the NCR No. 2016.04 is considered closed.</p>	Closed	June 21 <sup>st</sup> 2016
2016.05	4.1.3	<b>Procedure Implementation Monitoring Record.</b>	Plasma	minor	RC	Group Manager must be able to show the evidence of	<b>Root Cause :</b>	OPEN	

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		Group Manager has not been able to shows the evidence of procedure implementation has been carried out consistently.				procedure implementations are recorded and well maintained.	<p><b>Corrective Action:</b></p> <p><b>Preventive Action:</b></p>		
2016.06	4.2.2	<p><b>Fertilizer Used Record</b></p> <p>Group Manager has not been able to shows the record of fertilizers used by the smallholders.</p>	Plasma	minor	RC	Group Manager must be able to show the record of fertilizers used by the smallholders.	<p><b>Root Cause :</b></p> <p><b>Corrective Action:</b></p> <p><b>Preventive Action:</b></p>	OPEN	
2016.07	4.2.3	<p><b>Periodic Soil and Leaf Sampling</b></p> <p>Fertilizer recommendation for smallholders was not based on leaf and soil sampling analysis.</p>	Plasma	minor	RC	Fertilizing recommendation must be based on leaf and soil analysis.	<p><b>Root Cause :</b></p> <p><b>Corrective Action:</b></p> <p><b>Preventive Action:</b></p>	OPEN	
2016.08	4.6.1	<p><b>Pesticides Used Justification</b></p> <p>Group Manager has not been able to shows the list of pesticides used by the smallholders.</p>	Plasma	MAJOR	29 June 2016	Group Manager must be able to show the list of pesticides used by the smallholders.	<p><b>Root cause:</b></p> <p>List of pesticide used by smallholders has complied with recommendation of Manpower Agency of Morowali District. The document was not shown during the audit due to data collection on pesticides used was still on going and not completed yet.</p> <p><b>Corrective actions:</b></p> <p>Smallholders team is now compiled the list of pesticides used by the</p>	Closed	29 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>smallholders.</p> <p><b>Preventive Actions</b> Smallholder's team will regularly update and monitor the use of pesticides by smallholders.</p> <p><b>Auditor Observation</b> <b>June 12<sup>th</sup> 2016</b> CH has shown the evidence of correction which consist of list, dosage and target of pesticides used by smallholders in May 2016. However, CH was not be able to shows the method of pesticides identification. Hence, the NCR is still <b>Open</b>.</p> <p><b>June 21<sup>st</sup> 2016</b> CH has shown a letter from Manpower Agency of Morowali District No. 521.43/193/SNT/III/2015 dated March 4<sup>th</sup> 2015 about list of pesticides recommended. The pesticides used by smallholders were refer to this document. However, the Group Manager was not be able to shows the method of identification and data collection of pesticides used by smallholders. Hence, the NCR is still Open.</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p><b>28 June 2016</b>            The certificate holder can show evidence of corrective action in the form of :            Minutes of field visits to gather information of pesticides used by farmers. For example on February 23, 2016 in Farmers Group of Laantula Jaya 1 known that the pesticide used by farmers is a pesticide of glyphosates active ingredient.</p> <p>Based on explanation above, the non-conformity on this indicator stated  <b>CLOSED WITH OBSERVATION</b></p>		
2016.09	4.6.2 4.6.4	<p><b>Pesticides Used Record</b>            Group Manager has not been able to shows the record of pesticides used by the smallholders.</p>	Plasma	MAJOR	29 June 2016	Group Manager must be able to show the record of pesticides used by the smallholders.	<p><b>Root cause:</b>            Record of pesticides used by smallholders were not available</p> <p><b>Corrective actions:</b>            Smallholders' team has compile and shows the record of pesticides used by smallholders.</p> <p><b>Preventive actions:</b>            Smallholders' team will regularly monitor and update pesticides used by the smallholders.</p> <p><b>Source of data:</b></p>	Closed With Observation	28 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>Data od pesticides used by smallholders has taken by every working groups and Regional Coordinators.</p> <p><b>Auditor observation:</b>  <b>June 12<sup>th</sup> 2016</b>            CH has shown an evidence of corrective action, such as volume of pesticides used by smallholders for period July 2015 to June 2015. However, CH could not explain the source and how the data is taken during that period. Hence, the NCR is still remain as <b>open</b></p> <p><b>June 21<sup>st</sup> 2016</b>            Group Manager has deliver an evidence, in form of document of total pesticides used by smallholders Regional IV Ungkaya for period 2015-2016. However, Group Manager has not be able to shows evidence of pesticides used records from another Group or Regional Coordinator. Moreover, method and form of monitoring and identification of pesticides uses were also not available. Hence, the NCR status still <b>Open.</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p><b>28 June 2016</b>            Companies can show evidence of corrective action namely document of pesticides use by farmers form period of 2015- 2016. In the form describes the farmers group, pesticide type and amount of use.            Based on explanation above, the non-conformity on this indicator stated <b>CLOSED WITH OBSERVATION</b></p>		
2016.10	4.6.11	<p><b>Annual Specific Medical Monitoring for Pesticide Applicators</b>            CH has conduct general medical checkup for pesticide applicators in Ungkaya Estate. However, evidence on specific medical checkup such as spirometry and cholinesterase hasn't shows yet.</p>	Ungkaya Estate	MAJOR	29 June 2016	CH must be able to show the evidence of specific medical check up to all pesticides applicators in Ungkaya Estate are carried out properly.	<p><b>Root cause:</b>            The reason why special medical checkup results couldn't be shown are the activity has not carried out in 2015 (last time conducted in 2014). The checkup will be carry forward to May 2016.</p> <p><b>Corrective actions:</b>            PT TGK has made an agreement with Laantula Jaya clinic for conducting special medical checkup regularly.            Laantula Jaya clinic has been choosen was due to it was the only clinic in Morowali Distrct which could provide a special medical check up services, include Audiometri.</p>	CLOSED WITH OBSERVATION	28 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>Since cholinesterase service was not available in Morowali and Morowali Utara District, PT TGK management was still ongoing for looking up a vendor which have competencies to provide cholinesterase testing services.</p> <p><b>Preventive actions:</b>            The PT TGK polyclinic team will always cooperate with the competent parties to conduct an annual special medical checkup.            The company has preparing the medical annual surveillance schedule for period of 2016-2017 including the timeline.</p> <p><b>Auditor observation</b>  <b>June 12<sup>th</sup> 2016</b>            CH has shown an evidence of spirometry testing which carried out by Laantula Jaya clinic. However, evaluation of worker whose identified have spirometry problem were not available. Hence, the NCR status is still remain as <b>Open</b>.</p> <p><b>June 21<sup>st</sup> 2016</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>CH has shown spirometry testing results of pesticide applicators in Ungkaya Estate, which carried out by Laantula Jaya clinic.</p> <p>The testing result has include a comprehensive doctor evaluation. Thus, it has met the criteria and non-conformity related to Spirometry testing is considering <b>Closed</b>.</p> <p>CH shows letter of Management No. 72/TGK-UKE/VI/16/S dated June 22<sup>nd</sup> 2016 which addressed to the chief of Prodia Lab in Palu. The letter was about cost offer for cholinesterase testing services.</p> <p>However, testing results regarding the matter above were not available. Hence, the NCR is still remain as <b>Open</b>.</p> <p><b>Verification on 27 June 2016</b></p> <p>Companies can show document of mutual agreement between PT Tamaco Graha Krida and PT Prodia Widyahusada concerning of cholinesterase examination. In the document explained that the medical examination will be held on July 18, 2016.</p>		



CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p><b>Observation on 28 June 2016</b></p> <p>The certificate holder has submitted periodic medical surveillance schedule for the years of 2016-2017 and its time frame implementation. The purpose of making the schedule so that timely and appropriate according to the applicable regulation.</p> <p>Based on the explanation above and corrective action evidence, the non-conformity on this indicator stated CLOSED WITH OBSERVATION.</p>		
2016.11	4.7.2	<p><b>HIRAC Evaluation and Implementation</b></p> <p>Based on observation to Ungkaya POM, it was found that there were some risk control which not properly implemented, as follows:</p> <ol style="list-style-type: none"> <li>1. Contractor worker has smoking around boiler station.</li> <li>2. PPE used by engine room and boiler station workers were not accordance with company risk identification. For example, uses of cotton instead of earmuff or earplug for hearing protection.</li> </ol> <p>Evaluation and HIRAC implementation</p>	Ungkaya Factory	MAJOR	29 June 2016	CH must be able to show that evaluation and HIRAC implementation monitoring are carried out properly.	<p><b>Root cause:</b></p> <p>Management unit has no assertive actions against contractor workers regarding smoking on working area and not wearing an appropriate PPE.</p> <p>OHS Committee in the respective unit is the one who's responsible in occupational health and safety management system implementation monitoring.</p> <p>Socialization towards contractor was held through safety briefing (evidence of socialization is attached).</p>	CLOSED with OBSERVATION	June 22 <sup>nd</sup> 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		monitoring about the matters above were not shown yet.					<p>Evaluation that should be done are by giving work permit to the contractor and monitoring of PPE uses.</p> <p>Punishment via warning letter is already given to the respective workers.</p> <p><b>Corrective actions:</b> Punishment is already given by management unit to the respective contractor workers.</p> <p>After punishment is implemented towards contractor workers, same mistake is not repeatedly happen.</p> <p>If there were a breach of OHS regulation, the mill management would gave more strict punishment by giving warning letter or could be fired.</p> <p><b>Preventive actions:</b></p> <ol style="list-style-type: none"> <li>1. Unit of management will always conducting a socialization and safety briefing to the whole mill contractor workers.</li> <li>2. To implement strict punishment for workers whose don't follow OHS regulations.</li> </ol>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>Letter of agreement with legal stamp between company and all workers about OHS regulation pursuance is made as an effort of regulation fulfilment.</p> <p>Apart from the above, PPE use inspection and monitoring has also conducted by P2K3 team.</p> <p><b>Auditor observation</b>  <b>12 June 2016</b>            CH has deliver corrective evidence such as warning letter No. 007/TGK-UKF/Teg./V/2016 dated April 30<sup>th</sup> 2016 and letter of declaration from worker with initial named HYT, evaluation of PPE ear plug uses in engine room and Memorandum No. 001/KSE/TGK-UKF/V/2016 (14 Mei 2016).</p> <p>However, evaluation and monitoring implementation of HIRAC in Ungkaya Factory such as fulfilment of OHS regulations and warning symbols, PPE uses and nonsmoking regulation were not available.</p> <p>Hence, the NCR status is still remain as <b>Open</b>.</p> <p><b>June 22<sup>nd</sup> 2016</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p>CH is able to show as follows:</p> <ol style="list-style-type: none"> <li>OHS socialization towards contractor at May 23<sup>rd</sup> 2016 which attended by 5 workers from PT MBI. Moreover, company shows warning letter given to the group leader and worker of PT Thara, contractor of boiler foundation installation, for its attitude which not comply with OHS of PT TGK, e.g. smoking in working area. Thus this corrective are consider as comply and <b>closed with observation.</b></li> <li>Letter of agreement about safety work between PT TGK and all workers which mentioned that workers should be committed with implementation of OHS aspects in working area. Monitoring record on PPE uses in May 2016 has also be showed. Thus, the NCR No. 2016.11 is consider <b>closed with observation.</b></li> </ol>		
2016.12	4.7.5	<p><b>Emergency Response Facility</b></p> <p>Based on field observation to Ungkaya POM, it was found that:</p> <ol style="list-style-type: none"> <li>Hydrant hose where located around kernel station was leaking and not ready to use.</li> </ol>	Ungkaya Factory	Minor	RC	CH must be able to show that evaluation and implementation monitoring on readiness of emergency response facilities are carried out properly.	<p><b>Root cause:</b></p> <p><b>Corrective actions:</b></p> <p><b>Preventive actions:</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>2. The content first aid kit box where located in workshop was inadequate. Only cotton, alcohol and wound medicine available.</p> <p>Regarding the matter above, CH has not been able to shows that evaluation and emergency response facilities monitoring had carried out properly.</p>							
2016.13	5.1.1	<p><b>Document of Environmental Feasibility</b></p> <p>At the time of ASA-3, it was identified that smallholders area of 2,676 ha and 244 ha in Blok Bumi Harapan to Block Ambunu and Block Atananga to Block Block Samarenda, respectively, were not included in EIA study. Hence, Group Manager shows the documents from all Regional Coordinators which mentioned that environmental management implementation will follow EIA study of PT TGK and the actual implementation would be included on the Environmental Management and Monitoring Plan (RKL)/RPL semester report.</p> <p>However, based on public consultation to Environmental Agency of Morowali District, the respective officer stated that Group Manager must been able to shows the environmental fesibility study</p>	PT TGK dan Plasma	MAJOR	29 June 2016	Group Manager must be able to show the evidence of environmental feasibility report had covered all operational areas, include smallholders. Public consultation with the respective Institutions must also be provided.	<p><b>Root cause:</b></p> <p>The company did not know that the EIA document did not cover all smallholder scheme areas, it is caused by the location map of AMDAL not clearly mentioned the study's area and also EIA carried out before the regional growth.</p> <p>The unit of Legal and Support from Departments of PSD and PSQM-ESH are team who's responsible for regulation fulfilment monitoring.</p> <p><b>Corrective actions</b></p> <p>Consultation meeting between PT TGK and Environment Agency of Morowali District has been conducted in May 30<sup>th</sup> 2016. Follow up of the meeting will be carried out by the Agency (minutes of the meeting is attached).</p> <p><b>Preventive Actions</b></p>	Closed With Observation	28 June 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		report (SPPL document) of areas mentioned above regularly, as required by Government Regulation (PP) No. 27 year 2012.					<p>PT TGK will follows any instructions came from Morowali Environment Agency, in accordance with Govt. Regulation No. 27 year 2012.</p> <p><b>Auditor Observation:</b>  <b>June 12<sup>th</sup> 2016</b>            CH has shown the evidence of consultation minutes with Morowali Environment Agency. However, status of conformity has pending until the above questions has answered.</p> <p><b>June 21<sup>st</sup>, 2016</b>            CH has shown the evidence of consultation minutes meeting with Morowali Environment District had conducted in May 30<sup>th</sup> 2016. The minutes stated that field crosscheck and time of visit will be conducted in the third week of June 2016.</p> <p>Team of Auditor concluded that the CH must be able to show the evidence of field visit, Environment Agency recommendation and follow up plan towards recommendation had been carried out properly.</p> <p>As explained above, Auditor team concluded that the NCR is still <b>open</b> until the proper evidences are available.</p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
							<p><b>Observation on June 28, 2016</b></p> <p>The company can show the minutes of verification / field survey conducted by Environment Agency of district of Morowali, Forestry and Plantation and Housing &amp; Regional Spatial Planning Department on 15 June 2016. An field overview performed in block of Atanangan-Samarenda and block of Bumi Harapan-Ambunu. Based on the survey results known that the areas is exclude of the range of EIA study published earlier.</p> <p>The Company can show the proposal preparation of EIA Addendum of Oil Palm Cultivation for smallholder scheme in the Bungku Barat Sub-District, Bumi Raya Sub-District And Witaponda Sub-District Morowali Regency, Central Sulawesi, proposed by PT Ideall Multi Design addressed to PT Tamaco Graha Krida on June 14, 2016.</p> <p>Based on these corrective actions, the audit team stated the non-conformity in this section CLOSED WITH OBSERVATION.</p>		
2016.14	5.1.2	Implantation of Environmental Management in Accordance to EIA	PT TGK dan	Minor	RC	CH should able to show the evidence of environment	<b>Root cause:</b>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>CH has set a management plan of environment monitoring and actual realization every semester, which presented in the Environment Management and Monitoring Plan report (RKL/RPL). However, some points instructed in EIA were not included in RPL/RPL report and carried out properly, as follows:</p> <ul style="list-style-type: none"> <li>• Analysis and monitoring of water quality on rivers and wells as mentioned in EIA report, e.g. river of Mamalu, Laantula, Laluria and wells of villages.</li> <li>• Evaluation on noise and odor analysis on second semester in 2015.</li> <li>• Management and monitoring of aquatic biota in rivers of Mamalu, Laantula, Laluria and Ungkaya.</li> </ul>	<b>Plasma</b>			management and monitoring complied with EIA instruction.	<p><b>Corrective actions:</b></p> <p><b>Preventive actions:</b></p>		
		Group Manager has not been able to shows the evidence of environment management and monitoring in smallholders area as mentioned in EIA report had carried out properly.	<b>Ungkaya Plasma</b>	<b>Minor</b>	<b>RC</b>	Group Manager must be able to show the evidence of environment management and monitoring activities in smallholder areas are carried out and reported to the respective institutions.			
<b>2016.15</b>	<b>5.3.2</b>	<p><b>Hazardous Material Wastes Management</b></p> <p>Based on field observation in the workshop of UKE, auditor found that there are hazardous waste (used oil)</p>	<b>Ungkaya Estate</b>	<b>MAJOR</b>	<b>29 June 2016</b>	CH must be able to show the evidence of all Hazardous Material Wastes are well managed and in accordance with the applicable	<p><b>Root cause:</b></p> <p>Hazardous waste materials (used oil) which managed not properly as directed in Govt. Regulation (PP) No. 101 year 2014 were still found.</p>	<b>CLOSED WITH OBSERVATION</b>	June 22 <sup>nd</sup> 2016



CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		placed outdoors without cover and pallets (not delivered to waste scheduled storage), it is not in accordance with applicable regulations (Regulation No. 101 of 2014).				regulations.	<p><b>Corrective actions:</b> The UKE management has remove the hazardous waste to the permitted hazardous waste warehouse. Evidence regarding this matter has shown at the time of closing meeting.</p> <p><b>Preventive actions:</b> Management of UKE will managed hazardous waste, in accordance with Govt. regulation No. 101 year 2014 and conduct its implementation monitoring regularly.</p> <p><b>Auditor observation</b> <b>June 22<sup>nd</sup> 2016</b> CH has deliver corrective evidence by shows an announcement letter of oil waste delivery, together with photo documentations. Root of causes and corrective actions were also provided properly. Hence, the <b>NCR No. 2016.15 is considered closed with observation.</b></p>		
2016.16	6.1.4	<p><b>Social Impact Plan Review</b></p> <p>CH has not been able to show the evidence of mitigation management on reducing social impact arises in own</p>	PT. TGK and Plasma	minor	RC	CH must evaluate the program and realization of social impact which had been carried out, minimum	<p><b>Root cause:</b></p> <p><b>Corrective actions:</b></p>		

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>estate and smallholders area were had been reviewed for at least every 2 years, as follows:</p> <ul style="list-style-type: none"> <li>• Periodic program of social negative impact reduction through participation of affected parties, including smallholders.</li> <li>• Time schedule and matrix of mitigation impact as recommended by social impact assessment.</li> <li>• Adequate evaluation on action taken by the measured parameters.</li> </ul>				for every two years.	<b>Preventive actions:</b>		
2016.17	RSPO Certification System 4.2.4 c	<p><b>Challenging Time Bound Plan</b> Revision on time bound plan of Minamas group management was still insufficient, as follows:</p> <ul style="list-style-type: none"> <li>• Certification process for PT BGR was planned to be conducted in 2020, which supposedly in 2015. This statement is presented in the new MoU as estate management justification. However, the copy of MoU was not shown yet.</li> <li>• With the same reason has mentioned above, certification process for karya Palma Estate (PT Sandika Natapalma) and PT Budidaya Agrolestari, included Sungai Putih Estate (a full managed smallholders-</li> </ul>	Liaison Office Sime Darby Indonesia	MAJOR	29 June 2016	Sime Darby plantations is need to review the RSPO certification status of its subsidiaries, accordance to RSPO certification system, version of 2007 (Rev. 2011).	<p><b>Root cause:</b></p> <p><b>Corrective actions:</b></p> <p><b>Preventive actions:</b></p> <p><b>Auditor Observation</b> <b>21 Juni 2016</b> Sime Darby Plantations has deliver a time bound plan which renewed in April 15<sup>th</sup> 2016 and revised in June 16<sup>th</sup> 2016. The new time bound plan has mentioned a justification of uncertified units. Hence, the NCR No. 2016.17 is</p>	CLOSED	June 21 <sup>st</sup> 2016

CAR No.	Ref. Std.	Findings	Location	Grade	Time Limit	Corrective Action	Observation	Status	Closing date /
		<p>cooperative Perkebunan Sejahtera Palma sejati and Mitra Usaha Tani Sejahtera) were planned to be conducted in 2018, which supposedly in 2017.</p> <p>Those matters above were not comply with RSPO Certification System 4.2.4 (c) which stated that all the FFB from the directly managed estates shall be produced to certifiable standards. The CH mills will develop and implement a plan to ensure that 100 % of associated smallholders and out grower are of certifiable standard within 3 years.</p>					considered closed.		

**1.2. Opportunity for Improvement**

*Peluang untuk Perbaikan*

No	Ref.Std	Description ( <i>Penjelasan</i> )
1		Standard adjustment of <i>RSPO Management System Requirements and Guidance for Group Certification of FFB Production</i> 7 March 2016 for untuk smallholders scheme (OBSERVATION)
2	<b>Major 4.6.6</b>	Ensuring the hazardous wastes delivery to the hazardous waste temporary warehouse permitted is documented ( <b>Observation</b> )
3	<b>SCCS Module E 2014 E.4.2</b>	Information related with certified CPO and PK over production against its claim is communicated to CB ( <b>Observation</b> )

3.6 Summary of Arising Issues from Public, Management and Auditor Response

Issue from Public (Agency/ NGO / Community)	Management Response	Auditor Response
<p><b>Forestry and Plantation Agency of Morowali District, Central Sulawesi Province</b>  <b>27 April 2016</b></p> <ul style="list-style-type: none"> <li>- The land of scheme smallholder and nucleus estate are located in the status of Non-Forest Land Use (APL).</li> <li>- Location of plantation area of PT. TGK has been complied with Minister of Forestry Decree No. SK.869/Menhut-II/2014 (29 September 2014) related Forest Land Status of Central Sulawesi Province.</li> <li>- There is no customary land within the land of nucleus estate and scheme smallholder.</li> <li>- The agency had information from communities that the company is overplanting from Land Use Title (HGU).</li> </ul>	<ul style="list-style-type: none"> <li>- The company has had the Forest Release Status with Minister of Forestry decree No. 772/Kpts-II/89, dated 23 December 1989.</li> <li>- The customary site and land are not exist within the nucleus estate nor scheme smallholder area.</li> <li>- The company will communicate and have a meeting with local government to discuss the indication of overplanting area.</li> </ul>	<p>It has been verified within C2.1, 2.2, 2.3, 5.2 and 7.3.</p>
<p><b>Morowali District Manpower Agency, Central Sulawesi Province</b></p> <ul style="list-style-type: none"> <li>- The report of OHS Guiding Committee programs and the workforce mandatory report are routinely sent to the Manpower Agency and made in timely manner.</li> <li>- Work insurance (BPJS Ketenagakerjaan) has been paid in timely manner.</li> <li>- All the operators that work at mill and estates has a valid licenses.</li> <li>- There is no manpower issue. The minimum wage has been implemented based on the government regulation in 2016.</li> <li>- The agency proposed to the ministry of manpower to issued "the zero accident award" for the company. Due to zero</li> </ul>	<ul style="list-style-type: none"> <li>- The company has a commitment to comply with all regulations, including reporting to the relevant agencies, providing work insurance, operator licenses, fulfillment of minimum wage.</li> <li>- Thank you for the proposal plan, the company appreciate that and wish it happen.</li> </ul>	<p>It has been verified within C4.7, 6.5, 6.6</p>

Issue from Public (Agency/ NGO / Community)	Management Response	Auditor Response
<p>accident was occurred in last 3 years.</p>		
<p><b>Morowali District Environment Agency, Central Sulawesi Province</b></p> <ul style="list-style-type: none"> <li>- The company routinely submits the management and monitoring of environmental reports, in timely manner.</li> <li>- The company has a valid license of hazardous waste storage from Environmental Agency.</li> <li>- The company has developed a smallholder scheme since 1989 with a large area covers up to 6,000 Ha. However, all the smallholders' area not covered within SEIA study. The company shall be ensure that smallholders' have environmental document, such as DPPL or SPPL in relevant with applicable regulation.</li> <li>- The company has obtained a PROPER certificate with BLUE category from Ministry of Environmental.</li> <li>- There is no environmental issue for the last 2 years.</li> </ul>	<ul style="list-style-type: none"> <li>- PT. TGK shall report the environmental management and monitoring plan to Regional Environment Agency routinely (each semester).</li> <li>- The company has a commitment to comply with all regulations, including the operator licenses.</li> <li>- The company will make a communication and consultation with Morowali environmental agency related to this issue.</li> <li>- The company has had a commitment to the environmental preserved.</li> </ul>	<ul style="list-style-type: none"> <li>- It has been verified and raise as NC within C2.1 and 5.1.</li> </ul>
<p><b>Village Councils Leader of Ungkaya Village, Sub-District of Witaponda</b></p> <ul style="list-style-type: none"> <li>- The company is able to hire the local workers and to improve the local economy with its scheme smallholder program</li> <li>- PT TGK also teach the proper palm oil plants cultivation guidance.</li> <li>- PT TGK concern the locals. For example, the donation of annual sacrificial cattle and etc.</li> </ul>	<ul style="list-style-type: none"> <li>- The company shall prioritize to accept the employees of the nearby estate.</li> <li>- The company shall teach the guidance to the smallholders as the partner of PT. TGK</li> <li>- The company shall increase the CSR assistance.</li> <li>- The company have try to explain the advantage of</li> </ul>	<ul style="list-style-type: none"> <li>- It has been verified within C2.1, 2.2, 2.3, 6.10, 6.11.</li> </ul>

Issue from Public (Agency/ NGO / Community)	Management Response	Auditor Response
<ul style="list-style-type: none"> <li>- The communities feel disagree with the KKPA program that always sounding by the company.</li> <li>- Communities have an issue that the company is overplanting from Land Use Title (HGU). If there is no confirmation between company and related agency, the conflict will potentially raised.</li> </ul>	<p>KKPA program that it is more organized scheme.</p> <ul style="list-style-type: none"> <li>- The company will communicate and have a meeting with local government to discuss the indication of overplanting area.</li> </ul>	
<ol style="list-style-type: none"> <li>1. Farmer Group Leader of Ponda Lestari I</li> <li>2. Farmer Group Leader of Puntari Makmur 3</li> <li>3. Farmer Group Leader of Sabar Menanti</li> <li>4. Farmer Group Leader of Purun Daya</li> <li>5. Farmer Group Leader of Limbo Makmur</li> </ol> <p>In generally interactions between company and community surrounded and scheme smallholders are well maintained, Harmony, and good communication. Based on interview with the community has been gathered the informations among others:</p> <ul style="list-style-type: none"> <li>• Recruitment of the workforce conducted from surrounding community.</li> <li>• There are no issues related to the environmental pollution from the surrounding community</li> <li>• There is a direct support to rural communities in the form of a support for religious activities, construction of primary school buildings, road maintenance, sports facilities, and others.</li> </ul>	<p>The company will maintain the relationship with smallholders</p>	<p>It has been verified within C 4.4; 6.1; 6.2; 6.3; 6.8 and 6.10</p>

Issue from Public (Agency/ NGO / Community)	Management Response	Auditor Response
<ul style="list-style-type: none"> <li>• There were no land dispute in the plantation area</li> <li>• FFB pricing for smallholder farmers refer to provision of Plantation Agency and has been openly shared</li> <li>• There is no customary rights or communal forest in the plantation area.</li> <li>• Socialization of protection of flora and fauna has been conducted by the company.</li> <li>• Payments are compliant with the agreement and it has been paid timely.</li> <li>• The company has provided training on occupational safety and assigned a supervisor for supervision.</li> </ul>		
<p><b>Replanting Contractor</b></p> <ul style="list-style-type: none"> <li>• All contracts mutually agreed by the company has been read and understood by the contractor and signed together.</li> <li>• The contractor has accepted the things agreed and listed in the agreement and get a copy.</li> <li>• Contractor's employees were included in the worker insurance program, PPE provided and the wages received in accordance with the provisions of the government</li> </ul>	<p>The company will maintain the relationship with contractors</p>	<p>It has been verified within C24.7; 4.8 and 6.10</p>



**4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY**

**4.1 Formal Sign-off of Assessment Findings**

Hereunder sign by management representative from inspected company and audit team to acknowledge a field assessment and agree for all content explained in this assessment report, included of nonconformities issues.

Signed on behalf of:

PT TAMACO GRAHA KRIDA  
Management Representative

Mutuagung Lestari  
Lead Auditor



Mohamad Pirabaharan  
01 July 2016



Yudwi Wisnu Rahmanto  
01 July 2016

APPENDICES

Appendix 1. List of Stakeholder Contacted in the RSP0 Certification Process

No	Instansiion/NGO/Community	Address	No. Telp/e-mail	Consultation Type	Date	Respond	
						Yes	No
1	Morowali District Manpower Agency,	District of Morowali, Province of Central Sulawesi	-	Direct Interview	27 April 2016	√	-
2	Morowali District Environment Agency,	District of Morowali, Province of Central Sulawesi	-	Direct Interview	27 April 2016	√	-
3	Forestry and Plantation Agency of Morowali District,	District of Morowali, Province of Central Sulawesi	-	Direct Interview	27 April 2016	√	-
4	Village Councils Leader of Ungkaya Village, Sub-District of Witaponda	Village of Ungkaya, Sub District of Wita Ponda, District of Morowali, Central Sulawesi	-	Direct Interview	27 April 2016	√	-
5	Farmer Group Leader of Ponda Lestari I	Village of Ungkaya, Sub District of Wita Ponda, District of Morowali, Central Sulawesi	-	Direct Interview	27 April 2016	√	-
6	Farmer Group Leader of Puntari Makmur 3	Village of Puntari Makmur, Sub District of Wita Ponda, District of Morowali, Central Sulawesi	-	Direct Interview	27 April 2016	√	-
7	Farmer Group Leader of Sabar Menanti	Village of Umbele, Sub District of Bumi Raya District of Morowali, Central Sulawesi	-	Direct Interview	27 April 2016	√	-
8	Farmer Group Leader of Purun Daya	Village of Karaopa, Sub District of Bumi Raya, District of Morowali, Central Sulawesi	-	Direct Interview	27 April 2016	√	-
9	Farmer Group Leader of Limbo Makmur	Village of Limbo Makmur, Sub District of Bumi Raya. District of Morowali, Central Sulawesi	-	Direct Interview	28 April 2016	√	-
10	Worker Union	PT TGK	-	Direct Interview	28 April 2016	√	-
11	Gender Committee	PT TGK	-	Direct Interview	28 April 2016	√	-
12	Replanting Contractor	PT TGK	-	Direct Interview	28 April 2016	√	-
13	WWF	Jakarta	-	Questioner by email	19 April 2016	-	√
14	Sawit Watch	Jakarta	-	Questioner by email	19 April 2016	-	√
15	Walhi	Jakarta	-	Questioner by email	19 April 2016	-	√



DATE TANGGAL	25 <sup>th</sup> April – 1 <sup>st</sup> May 2016	
PLANNED TIME RENCANA	PROCESSES / CLAUSES TO BE AUDITED PROSES / HAL YANG DIAUDIT	AUDITOR
Rabu / Wednesday 27 April 2016 08.00 – 12.00	<p><u>Konsultasi Stakeholder ke Dinas Terkait Kabupaten Morowali // Stakeholder Consultation with relevant government agencies at Morowali</u></p> <p>Observasi lapangan <b>UNGKAYA ESTATE</b> // <i>Field observation to UNGKAYA ESTATE:</i></p> <ul style="list-style-type: none"> <li>• Implementasi Aspek Agronomi (Panen &amp; Transportasi, Pemupukan, Aplikasi Pestisida, Perawatan Jalan, Monitoring Pengendali Hayati, Aplikasi Janjang Kosong) // <i>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</i></li> <li>• Implementasi Aspek Lingkungan, Konservasi dan Pengelolaan Limbah (Inspeksi Gudang Bahan Kimia, Pupuk, Gudang Limbah B3, Workshop, Fasilitas Pengendali Kebakaran, Pengelolaan Sampah dan Limbah, Area HCV) // <i>Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area)</i></li> <li>• Implementasi Keselamatan dan Kesehatan Kerja // <i>Implementation of Occupational Health &amp; Safety Aspect</i></li> <li>• Implementasi Prosedur dan mekanisme Aspek Ketenagakerjaan // <i>Implementation of Employment Procedure and Mechanism Aspect</i></li> <li>• Implementasi Aspek Legal (Legalitas Kepemilikan Lahan, Tata Batas) // <i>Implementation of Legal Aspect (Land Ownership, Legal Boundaries)</i></li> <li>• Implementasi Aspek Sosial (Komunikasi dan Transparansi, Prosedur dan Mekanisme Keluhan) // <i>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</i></li> </ul>	YWR
12.00 – 14.00	Istirahat siang // <i>Break and lunch</i>	
14.00 – 16.00	<u>Konsultasi Stakeholder ke Desa Sekitar // Stakeholder Consultation with surrounding villagers</u>	YWR
14.00 – 17.00	Verifikasi hasil kunjungan lapangan dan melengkapi checklist // <i>Verification of field visit and completing checklist</i>	MAY, SDP, MAR

DATE TANGGAL	25 <sup>th</sup> April – 1 <sup>st</sup> May 2016	
PLANNED TIME RENCANA	PROCESSES / CLAUSES TO BE AUDITED PROSES / HAL YANG DIAUDIT	AUDITOR
<b>Kamis / Thursday</b> <b>28 April 2016</b> 08.00 – 12.00	Observasi lapangan <b>UNGKAYA PLASMA</b> // <i>Field observation to UNGKAYA SCHEME SMALLHOLDERS:</i> <b>4 Kelompok Tani // 4 Farmers Group :</b> <ul style="list-style-type: none"> <li>Implementasi Aspek Agronomi (Panen &amp; Transportasi, Pemupukan, Aplikasi Pestisida, Perawatan Jalan, Monitoring Pengendali Hayati, Aplikasi Janjang Kosong) // <i>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</i></li> <li>Implementasi Aspek Lingkungan, Keselamatan dan Kesehatan Kerja (Inspeksi Gudang Bahan Kimia, Pupuk, Gudang Limbah B3, Workshop, Fasilitas Pengendali Kebakaran, Pengelolaan Sampah dan Limbah) // <i>Implementation of Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</i></li> <li>Implementasi Prosedur dan mekanisme Aspek Ketenagakerjaan // <i>Implementation of Employment Procedure and Mechanism Aspect</i></li> <li>Implementasi Aspek Legal (Legalitas Kepemilikan Lahan, Informasi Kelembagaan Petani) // <i>Implementation of Legal Aspect (Land Ownership, Smallholders Profile)</i></li> <li>Implementasi Aspek Konservasi // <i>Implementation of Conservation Aspect</i></li> <li>Implementasi Aspek Sosial (Komunikasi dan Transparansi, Prosedur dan Mekanisme Keluhan) // <i>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</i></li> </ul>	MAR  MAY  YWR  YWR  SDP  YWR
	12.00 – 14.00 14.00 – 17.00	Istirahat siang // <i>Break and lunch</i> Observasi lapangan ke <b>4 Kelompok Tani</b> // <i>Field observation of 4 Farmers Group :</i> <ul style="list-style-type: none"> <li>Implementasi Aspek Agronomi (Panen &amp; Transportasi, Pemupukan, Aplikasi Pestisida, Perawatan Jalan, Monitoring Pengendali Hayati, Aplikasi Janjang Kosong) // <i>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</i></li> <li>Implementasi Aspek Lingkungan, Keselamatan dan Kesehatan Kerja (Inspeksi Gudang Bahan Kimia, Pupuk, Gudang Limbah B3, Workshop, Fasilitas Pengendali Kebakaran, Pengelolaan Sampah dan Limbah) // <i>Implementation of Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</i></li> <li>Implementasi Prosedur dan mekanisme Aspek Ketenagakerjaan // <i>Implementation of Employment Procedure and Mechanism Aspect</i></li> <li>Implementasi Aspek Legal (Legalitas Kepemilikan Lahan, Informasi Kelembagaan Petani) // <i>Implementation of Legal Aspect (Land Ownership, Smallholders Profile)</i></li> <li>Implementasi Aspek Konservasi // <i>Implementation of Conservation Aspect</i></li> <li>Implementasi Aspek Sosial (Komunikasi dan Transparansi, Prosedur dan Mekanisme Keluhan) // <i>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</i></li> </ul>

DATE TANGGAL	25 <sup>th</sup> April – 1 <sup>st</sup> May 2016		
PLANNED TIME RENCANA	PROCESSES / CLAUSES TO BE AUDITED PROSES / HAL YANG DIAUDIT	AUDITOR	
<b>Jum'at / Friday</b> <b>29 April 2016</b> 08.00 – 12.00	Observasi lapangan ke <b>4 Kelompok Tani</b> // <i>Field observation of 4 Farmers Group</i> : <ul style="list-style-type: none"> <li>• Implementasi Aspek Agronomi (Panen &amp; Transportasi, Pemupukan, Aplikasi Pestisida, Perawatan Jalan, Monitoring Pengendali Hayati, Aplikasi Janjang Kosong) // <i>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</i></li> <li>• Implementasi Aspek Lingkungan, Keselamatan dan Kesehatan Kerja (Inspeksi Gudang Bahan Kimia, Pupuk, Gudang Limbah B3, Workshop, Fasilitas Pengendali Kebakaran, Pengelolaan Sampah dan Limbah) // <i>Implementation of Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</i></li> <li>• Implementasi Prosedur dan mekanisme Aspek Ketenagakerjaan // <i>Implementation of Employment Procedure and Mechanism Aspect</i></li> <li>• Implementasi Aspek Legal (Legalitas Kepemilikan Lahan, Informasi Kelembagaan Petani) // <i>Implementation of Legal Aspect (Land Ownership, Smallholders Profile)</i></li> <li>• Implementasi Aspek Konservasi // <i>Implementation of Conservation Aspect</i></li> <li>• Implementasi Aspek Sosial (Komunikasi dan Transparansi, Prosedur dan Mekanisme Keluhan) // <i>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</i></li> </ul>	MAR  MAY  YWR  YWR  SDP  YWR	
	12.00 – 14.00 14.00 – 17.00	Istirahat siang // <i>Break and lunch</i>  Verifikasi hasil kunjungan lapangan dan melengkapi checklist // <i>Verification of field visit and completing checklist</i>	ALL TEAM
	<b>Sabtu / Saturday</b> <b>30 April 2016</b> 08.00 – 10.00  10.00 – 11.00  11.00 – 12.00  12.00 – 21.00	Diskusi internal tim auditor untuk persiapan Closing Meeting // <i>Internal discussion by auditor team preparing for Closing Meeting</i>  Closing Meeting  Makan siang dan persiapan perjalanan // <i>Lunch and trip preparation</i>  Perjalanan pulang (Lokasi – Kendari) // <i>Travelling back (Ungkaya Estate – Kendari)</i>	ALL TEAM
<b>Minggu / Sunday</b> <b>1 May 2016</b> 11.15 – 14.25	Penerbangan Kendari – Jakarta // <i>Return flights Kendari - Jakarta</i>	ALL TEAM	

Appendix 3. List of Smallholders Group UNGKAYA PLASMA

NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
1	BALI JAYA	Sabran	Wata	Bungku Barat	Morowali	2.00	30	60.00
2	MONSOMBU JAYA II	Sabran	Wata	Bungku Barat	Morowali	1.00	18	18.00
3	CITRA JAYA	Sabran	Wata	Bungku Barat	Morowali	1.00	22	22.00
	<b>TOTAL</b>						<b>70</b>	<b>100.00</b>
1	HARAPAN BAIK	Sabran	Ambunu	Bungku Barat	Morowali	2.00	19	38.00
2	ANONTOLUFU	Sabran	Ambunu	Bungku Barat	Morowali	1.00	16	16.00
3	PETUTUAI MOKORA	Sabran	Ambunu	Bungku Barat	Morowali	1.00	24	24.00
4	PEFALIA MOKORA I	Sabran	Ambunu	Bungku Barat	Morowali	2.00	13	26.00
5	PEFALIA MOKORA II	Sabran	Ambunu	Bungku Barat	Morowali	2.00	13	26.00
6	PODI JAYA	Sabran	Ambunu	Bungku Barat	Morowali	1.00	23	23.00
7	BAKTI MULYA	Sabran	Ambunu	Bungku Barat	Morowali	1.00	15	15.00
	<b>TOTAL</b>						<b>123</b>	<b>168.00</b>
1	EKA JAYA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	22	44.00
2	BERINGIN JAYA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	13	26.00
3	SUMBER HARAPAN	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	20	40.00
4	MEKAR JAYA - H	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	22	44.00
5	KARYA SUBUR	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	26	52.00
6	MANDIRI / H	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	18	36.00
7	KARI BAKTI	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	11	22.00
8	BALI PUTRA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	13	26.00
9	KARYA MUKTI	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	15	30.00
10	Sub. KARYA MUKTI	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	3	6.00
11	PATUH ABADI	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	15	30.00
12	TANI MULYA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	21	42.00
13	KARYA UTAMA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	24	48.00
14	KARYA ABADI	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	18	36.00
15	MAKARTI KARYA - A	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	10	20.00
16	MAKARTI KARYA - B	Sabran	Marga Mulya	Bungku Barat	Morowali		-	-
17	MAKARTI KARYA - C	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	1	2.00
**	MAKARTI KARYA - D	Sabran	Marga Mulya	Bungku Barat	Morowali		-	-
18	TANI JAYA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	13	26.00
19	Sub. TANI JAYA	Sabran	Marga Mulya	Bungku Barat	Morowali	2.00	4	8.00
	<b>TOTAL</b>						<b>269</b>	<b>538.00</b>
1	HARAPAN KITA	Sabran	Bahonsuai	Bumi Raya	Morowali	1.00	15	15.00
2	SAWIT BERAYU	Sabran	Bahonsuai	Bumi Raya	Morowali	1.00	15	15.00
	<b>TOTAL</b>						<b>30</b>	<b>30.00</b>
1	MALIFU RIZKI	Sabran	Samarenda	Bumi Raya	Morowali	1.00	25	25.00
2	SIMPARATA	Sabran	Samarenda	Bumi Raya	Morowali	1.00	25	25.00

NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
							3	MONSOMBU JAYA I
4	USAHA BERSAMA	Sabran	Samarenda	Bumi Raya	Morowali	1.00	21	21.00
5	MATIRO WALIE	Sabran	Samarenda	Bumi Raya	Morowali	1.00	17	17.00
	<b>TOTAL</b>						<b>117</b>	<b>117.00</b>
1	SINAR HARAPAN	Sabran	Atananga	Bumi Raya	Morowali	1.00	25	25.00
2	SUMBER TANI	Sabran	Atananga	Bumi Raya	Morowali	1.00	25	25.00
3	BUMI SAWIT	Sabran	Atananga	Bumi Raya	Morowali	1.00	25	25.00
4	MEKAR JAYA / F	Sabran	Atananga	Bumi Raya	Morowali	1.00	25	25.00
5	SIPATUO	Sabran	Atananga	Bumi Raya	Morowali	1.00	27	27.00
	<b>TOTAL</b>						<b>127</b>	<b>127.00</b>
1	SEMANGAT I	Sabran	Pebatae	Bumi Raya	Morowali	1.00	24	24.00
2	SEMANGAT II	Sabran	Pebatae	Bumi Raya	Morowali	1.00	23	23.00
3	SEMANGAT III	Sabran	Pebatae	Bumi Raya	Morowali	1.00	24	24.00
4	SEMANGAT IV	Sabran	Pebatae	Bumi Raya	Morowali	1.00	23	23.00
5	SEMANGAT V	Sabran	Pebatae	Bumi Raya	Morowali	1.00	24	24.00
6	MUJUR JAYA	Sabran	Pebatae	Bumi Raya	Morowali	1.00	25	25.00
7	MAJU BERSAMA	Sabran	Pebatae	Bumi Raya	Morowali	1.00	11	11.00
	<b>TOTAL</b>						<b>154</b>	<b>154.00</b>
1	POSINTUFU	Sabran	Umbele	Bumi Raya	Morowali	1.00	24	24.00
2	SUKA JAYA	Sabran	Umbele	Bumi Raya	Morowali	1.00	24	24.00
3	SUKA MAJU / F	Sabran	Umbele	Bumi Raya	Morowali	1.00	24	24.00
4	MAROSO	Sabran	Umbele	Bumi Raya	Morowali	1.00	24	24.00
5	SABAR MENANTI	Sabran	Umbele	Bumi Raya	Morowali	1.00	24	24.00
6	SAMBIL MENANTI	Sabran	Umbele	Bumi Raya	Morowali	0.50	18	9.00
	<b>TOTAL</b>						<b>138</b>	<b>129.00</b>
1	PONTARI ASLI **	Sabran	Karaupa	Bumi Raya	Morowali	1.00	28	28.00
2	UEMARIMBO **	Sabran	Karaupa	Bumi Raya	Morowali	1.00	29	29.00
3	PURUN DAYA	Sabran	Karaupa	Bumi Raya	Morowali	1.00	16	16.00
	<b>TOTAL</b>						<b>73</b>	<b>73.00</b>
1	PEBOTOA	Sabran	Pebotoa	Bumi Raya	Morowali	1.00	21	21.00
2	PEBOTOA II	Sabran	Pebotoa	Bumi Raya	Morowali	1.00	24	24.00
3	PEBOTOA MAJU	Sabran	Pebotoa	Bumi Raya	Morowali	1.00	12	12.00
4	PEBOTOA MAKMUR	Sabran	Pebotoa	Bumi Raya	Morowali	0.50	34	17.00
	<b>TOTAL</b>						<b>91</b>	<b>74.00</b>
1	LIMBO MAKMUR II	Sucipto	Limbo Makmur	Bumi Raya	Morowali	0.75	64	48.00
2	LIMBO MAKMUR III	Sucipto	Limbo Makmur	Bumi Raya	Morowali	0.75	63	47.25
3	LIMBO MAKMUR IV	Sucipto	Limbo Makmur	Bumi Raya	Morowali	0.75	61	45.75
4	LIMBO MAKMUR V	Sucipto	Limbo Makmur	Bumi Raya	Morowali	0.75	60	45.00
5	LIMBO MAKMUR VI	Sucipto	Limbo Makmur	Bumi Raya	Morowali	0.75	64	48.00



NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
							6	LIMBO MAKMUR I
	<b>TOTAL</b>						<b>392</b>	<b>294.00</b>
1	BERINGIN JAYA I	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	70	52.50
2	BERINGIN JAYA II	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	60	45.00
3	BERINGIN JAYA III	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	60	45.00
4	BERINGIN JAYA IV	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	29	21.75
5	BERINGIN JAYA V **	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	35	26.25
6	BERINGIN JAYA VII	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	70	52.50
7	BERINGIN JAYA VI	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	36	27.00
8	BERINGIN JAYA VIII **	Sucipto	Harapan Jaya	Bumi Raya	Morowali	0.75	21	15.75
9	BERINGIN JAYA IX	Sucipto	Harapan Jaya	Bumi Raya	Morowali	1.00	41	41.00
	<b>TOTAL</b>						<b>422</b>	<b>326.75</b>
1	LAMBELU I	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	52	39.00
2	LAMBELU II	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	52	39.00
3	LAMBELU III	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	44	33.00
4	LAMBELU IV	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	37	27.75
5	LAMBELU V	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	45	33.75
6	LAMBELU VI	Sucipto	Lambelu	Bumi Raya	Morowali	0.75	48	36.00
7	LAMBELU VII	Sucipto	Lambelu	Bumi Raya	Morowali	1.00	23	23.00
	<b>TOTAL</b>						<b>301</b>	<b>231.50</b>
1	KADA SITURU	Hamzah	Sampeantaba	Wita Ponda	Morowali	1.00	22	22.00
2	MARANU	Hamzah	Sampeantaba	Wita Ponda	Morowali	1.00	26	26.00
3	MISAKADA	Hamzah	Sampeantaba	Wita Ponda	Morowali	1.00	29	29.00
	<b>TOTAL</b>						<b>77</b>	<b>77.00</b>
1	KARYA JAYA	Hamzah	Moahino	Wita Ponda	Morowali	1.00	25	25.00
2	HARAPAN JAYA / B	Hamzah	Moahino	Wita Ponda	Morowali	1.00	26	26.00
3	SEMANGAT TANI	Hamzah	Moahino	Wita Ponda	Morowali	1.00	27	27.00
4	SUKA MAJU / B	Hamzah	Moahino	Wita Ponda	Morowali	1.00	26	26.00
5	SAMA TURU	Hamzah	Moahino	Wita Ponda	Morowali	1.00	25	25.00
6	SUKA KARYA	Hamzah	Moahino	Wita Ponda	Morowali	1.00	26	26.00
	<b>TOTAL</b>						<b>155</b>	<b>155.00</b>
1	PONTUFA JAYA	Hamzah	Emea	Wita Ponda	Morowali	1.00	26	26.00
2	EMEA PUTRA	Hamzah	Emea	Wita Ponda	Morowali	1.00	26	26.00
3	PONDA RAYA	Hamzah	Emea	Wita Ponda	Morowali	1.00	25	25.00
4	BUMI SUMOLO	Hamzah	Emea	Wita Ponda	Morowali	1.00	26	26.00
5	LANTOLIMBU JAYA	Hamzah	Emea	Wita Ponda	Morowali	1.00	26	26.00
6	IPOLI JAYA	Hamzah	Emea	Wita Ponda	Morowali	1.00	26	26.00
	<b>TOTAL</b>						<b>155</b>	<b>155.00</b>
1	KARYA MANDIRI	Hamzah	Ungkaya	Wita Ponda	Morowali	2.00	26	52.00

NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
							2	PONDA LESTARI I
3	PONDA LESTARI II	Hamzah	Ungkaya	Wita Ponda	Morowali	1.00	26	26.00
4	PONDA LESTARI III	Hamzah	Ungkaya	Wita Ponda	Morowali	1.00	26	26.00
5	PONDA LESTARI IV	Hamzah	Ungkaya	Wita Ponda	Morowali	1.00	26	26.00
6	PONDA LESTARI V	Hamzah	Ungkaya	Wita Ponda	Morowali	1.00	26	26.00
7	USAHA BARU	Hamzah	Ungkaya	Wita Ponda	Morowali	2.00	23	46.00
8	PONDA LESTARI VI	Hamzah	Ungkaya	Wita Ponda	Morowali	1.00	22	22.00
	<b>TOTAL</b>						<b>201</b>	<b>250.00</b>
1	BUMI PERSADA	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	18	36.00
2	SUKA USAHA	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	20	40.00
3	HARAPAN JAYA / D	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	18	36.00
4	KARYA MAKMUR	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	20	40.00
5	SUMBER REJEKI II	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	20	40.00
6	MEKAR JAYA / C	Hamzah	Solonsa	Wita Ponda	Morowali	2.00	19	38.00
7	TUNAS MAKARTI	Hamzah	Solonsa	Wita Ponda	Morowali	2.00	19	38.00
8	PERSATUAN	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	21	42.00
9	SUMBER REJEKI I	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	21	42.00
10	MAKARTI SEJAHTERA	Johan Nompo	Solonsa	Wita Ponda	Morowali	2.00	21	42.00
11	POSINTUWU	Hamzah	Solonsa	Wita Ponda	Morowali	1.00	28	28.00
12	ASSASONGKA	Hamzah	Solonsa	Wita Ponda	Morowali	1.00	26	26.00
13	SOLONSA UTAMA	Hamzah	Solonsa	Wita Ponda	Morowali	1.00	24	24.00
	<b>TOTAL</b>						<b>275</b>	<b>472.00</b>
1	BUKIT MAKARTI	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	23	46.00
2	BUKIT AGRO MAKARTI	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	22	44.00
3	BERIUK PACU	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	25	50.00
4	SAWIT MUKTI TAMA	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	25	50.00
5	SETIA KAWAN	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	25	50.00
6	MAKARTI JAYA	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	24	48.00
7	JAYA PERKASA	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	18	36.00
8	BINTANG TIMUR	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	26	52.00
9	BINA MUDA	Hamzah	Solonsa Jaya	Wita Ponda	Morowali	2.00	25	50.00
	<b>TOTAL</b>						<b>213</b>	<b>426.00</b>
1	LAANTULA JAYA I	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	48	36.00
2	LAANTULA JAYA II	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	60	45.00
3	LAANTULA JAYA III	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	58	43.50
4	LAANTULA JAYA IV	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	61	45.75
5	LAANTULA JAYA V	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	54	40.50
6	LAANTULA JAYA VI	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	31	23.25
7	LAANTULA JAYA VII	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	39	29.25

NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
							8	LAANTULA JAYA VIII
9	LAANTULA JAYA IX	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	36	27.00
10	LAANTULA JAYA X	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	31	23.25
11	LAANTULA JAYA XI	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	34	25.50
12	LAANTULA JAYA XII	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	24	18.00
13	LAANTULA JAYA XIII	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	41	30.75
14	LAANTULA JAYA XIV	Sucipto	Laatula Jaya	Wita Ponda	Morowali	0.75	39	29.25
	<b>TOTAL</b>						<b>613</b>	<b>459.75</b>
1	PUNTARI MAKMUR I	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	75	56.25
2	PUNTARI MAKMUR II	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	60	45.00
3	PUNTARI MAKMUR III	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	62	46.50
4	PUNTARI IV **	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	51	38.25
5	PUNTARI V **	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	48	36.00
6	PUNTARI VI **	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	36	27.00
7	PUNTARI VII **	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	34	25.50
8	PUNTARI VIII	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	36	27.00
9	PUNTARI IX	Sucipto	Puntari Makmur	Wita Ponda	Morowali	0.75	34	25.50
	<b>TOTAL</b>						<b>436</b>	<b>327.00</b>
1	AMARTA BUMI	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	71	53.25
2	BANGUN KARSO	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	51	38.25
3	KARYA LESTARI	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	40	30.00
4	SETIA PERSADA	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	41	30.75
5	MAKMUR BERSAMA	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	37	27.75
6	TANI HARAPAN	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	38	28.50
7	BUMI HARAPAN JAYA	Sucipto	Bumi Harapan	Wita Ponda	Morowali	0.75	30	22.50
	<b>TOTAL</b>						<b>308</b>	<b>231.00</b>
1	SINAR SAWIT II	Johan Nompo	Keuno	Petasia Timur	Morowali Utara	1.00	24	24.00
	<b>TOTAL</b>						<b>24</b>	<b>24.00</b>
1	TANI MAJU	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	21	42.00
2	KARYA MUDA	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	21	42.00
3	MANDIRI / D	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	22	44.00
4	TUNAS MEKAR	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	22	44.00
5	NUSA KENA	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	21	42.00
6	KENA SAMA	Johan Nompo	Molores	Petasia Timur	Morowali Utara	2.00	16	32.00
7	SAWIT JAYA	Sucipto	Molores	Petasia Timur	Morowali Utara	2.00	22	44.00
8	SUMBER JAYA	Sucipto	Molores	Petasia Timur	Morowali Utara	2.00	23	46.00
	<b>TOTAL</b>						<b>168</b>	<b>336.00</b>
1	USAHA DAMAI	Johan Nompo	Mohoni	Petasia Timur	Morowali Utara	2.00	21	42.00
2	SINAR SAWIT I	Johan Nompo	Mohoni	Petasia Timur	Morowali Utara	1.00	21	21.00

NO.	NAME OF SMALLHOLDER GROUP	NAME OF COORDINATOR	VILLAGE	SUB DISTRICT	REGENCY	HA	AMOUNT	
							FARMERS	HA
							3	SINAR SAWIT III
4	SINAR SAWIT IV	Johan Nampo	Mohoni	Petasi Timur	Morowali Utara	1.00	14	14.00
<b>TOTAL</b>							<b>73</b>	<b>94.00</b>
<b>GRAND TOTAL</b>			<b>26 Villages</b>	<b>4 Sub District</b>	<b>2 Regencies</b>		<b>5,005</b>	<b>5,369.00</b>