

<b>RSPO PRINCIPLES &amp; CRITERIA</b>
<b>PUBLIC SUMMARY REPORT</b>
<b>MAIN ASSESSMENT</b>

<p>Malaysia</p> <p><b>LEPAR UTARA 06 POM</b></p> <p><b>Felda Global Ventures Holdings Berhad</b></p> <p>2017</p>
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Certification decision by:	<b>Nor Atiqah</b>	(Certifier)
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## Table of Contents

<b>PART 1: SCOPE OF THE CERTIFICATION ASSESSMENT AUDIT .....</b>	<b>4</b>
1.1 COMPANY AND CONTACT DETAILS .....	4
1.2 RSPO MEMBERSHIP & CERTIFICATION DETAILS .....	4
1.3 MAIN SURVEILLANCE ASSESSMENT DETAILS .....	4
1.4 ASSESSMENT TYPE .....	4
1.5 LOCATION OF THE PALM OIL MILL.....	4
1.6 PALM OIL MILL OUTPUT AND APPROXIMATE TONNAGES CERTIFIED.....	4
1.7 GENERAL DESCRIPTION OF SUPPLY BASE .....	5
1.7.1 Location of the Supply Base.....	5
1.7.2 Statistics of the Supply Base and Estimated Tonnes of FFB produced per year.....	5
1.7.3 Conservation and HCV Area (Ha).....	6
1.7.4 Percentage of Planted Oil Palm by different Age Ranges .....	6
1.7.5 Calculation of the Number of Production Units (N) to Sample for the Mill .....	6
1.8 PROGRESS OF ASSOCIATED SMALLHOLDERS OR OUT-GROWERS, IF APPLICABLE TO THIS ASSESSMENT .....	6
1.9 LOCATION MAP FOR THIS CERTIFICATION UNIT (SEE APPENDIX 1) .....	6
<b>PART 2: PARTIAL CERTIFICATION .....</b>	<b>7</b>
2.1 MANAGEMENT STRUCTURE .....	7
2.2 NON-COMPLIANCE IDENTIFIED WITH 2.1 ABOVE .....	7
2.3 SUMMARY OF THE TIME BOUND PLAN.....	7
2.4 UN-CERTIFIED UNITS OR HOLDINGS .....	10
2.5 SUMMARY OF THE FINDINGS FOR PARTIAL CERTIFICATION.....	19
2.6 PARTIAL CERTIFICATION AUDIT AGENDA.....	19
<b>PART 3: AUDIT PROCESS.....</b>	<b>20</b>
3.1 ABOUT THE CERTIFICATION BODY .....	20
3.2 AUDIT TEAM .....	20
3.2.1 Qualifications of the Lead Auditor .....	20
3.2.2 Qualifications of the Assessment Team .....	21
3.3 AUDIT METHODOLOGY.....	22
3.3.1 General Overview .....	22
<b>PART 4 ASSESSMENT FINDINGS .....</b>	<b>25</b>
4.1 LEAD ASSESSOR'S SUMMARY AND RECOMMENDATION FOR CERTIFICATION.....	25
4.2 SUMMARY OF THE FINDINGS BY PRINCIPLES AND CRITERIA .....	25
Principle 1: Commitment to Transparency.....	25
Principle 2: Compliance with Applicable Laws and Regulations .....	27
Principle 3: Commitment to Long-Term Economic and Financial Viability.....	29
Principle 4: Use of Appropriate Best Practices by Growers and Millers .....	30
Principle 5: Environmental Responsibility and Conservation of Natural Resources and Biodiversity .....	46
Principle 6: Responsible Consideration of Employees and of Individuals and Communities by Growers and Millers.....	51
Principle 7: Responsible Development of New Plantings .....	56
Principle 8: Commitment to Continuous Improvement in Key Areas of Activity .....	57
4.3 NON-CONFORMITY RAISED DURING THIS AUDIT AND ANY FROM THE PREVIOUS YEAR, IF APPLICABLE .....	57
4.3.1 Non-Conformities Identified during this Audit .....	57
4.3.2 Non-Conformity Identified during the last ASA, not applicable for MA .....	68
Non-were raised during the last audit as this is the Main Assessment.....	68
4.3.3 Observations Raised During this Audit .....	69
Following observations raises during this audit .....	69
4.4 ISSUES THAT WERE RAISED DURING THE STAKEHOLDER CONSULTATION, IF ANY.....	69

<b>4.4.1 ISSUES RAISED DURING STAKEHOLDER CONSULTATION.....</b>	<b>70</b>
<b>RSPO PRINCIPLE .....</b>	<b>70</b>
<b>STAKEHOLDER COMMENT .....</b>	<b>70</b>
<b>CUC RESPONSE .....</b>	<b>70</b>
<b>PART 5: RSPO SUPPLY CHAIN CERTIFICATION .....</b>	<b>71</b>
5.1 POM INCLUDED IN THE SCOPE OF THE AUDIT.....	71
5.2 CONFIRMATION OF THE COMPANY’S SUMMARY OF ANNUAL CERTIFIED VOLUME OF RSPO CERTIFIED PALM OIL AND PALM KERNEL OVER A SPECIFIED PERIOD .....	71
5.3 SUMMARY REPORT INCLUDING A BRIEF DESCRIPTION OF THE SCOPE OF CERTIFICATION .....	71
5.4 MONTHLY RECORDS OF CERTIFIED AND UNCERTIFIED FFB RECEIVED SINCE THE LAST AUDIT IN CASE OF MAIN ASSESSMENT, IT SHALL BE THE LAST 12 MONTH FIGURE. ....	71
5.5 MONTHLY RECORDS OF CERTIFIED CPO AND PK SINCE THE LAST AUDIT .....	72
5.6 RECORDS OF CERTIFIED CPO & PK SOLD UNDER GREENPLAM TO BUYERS SINCE THE LAST AUDIT, IF ANY.....	72
5.7 RECORDS OF CERTIFIED CPO & PK SOLD UNDER UTZ eTRACE TO BUYERS SINCE THE LAST AUDIT, IF ANY .....	72
5.8 NON-CONFORMITIES IDENTIFIED DURING THIS AUDIT .....	72
5.9 DESCRIPTION OF THE ORGANIZATIONAL MANAGEMENT SYSTEMS .....	73
5.10 FINAL CERTIFICATION DECISION BY CONTROL UNION FOR THE RSPO SCCS AUDIT OF THE POM .....	73
<b>PART 6: CERTIFIED ORGANISATION’S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY .....</b>	<b>74</b>
6.1 DATE OF NEXT ASA .....	74
6.2 DATE FOR CLOSURE OF NON-CONFORMITIES .....	74
6.3 SIGNING BY THE CLIENT .....	74
6.4 SIGNING BY THE LEAD AUDITOR .....	74
6.5 SIGNING BY THE CERTIFIER .....	74
<b>PART 7: APPENDICIES .....</b>	<b>75</b>
<b>APPENDIX 1: LOCATION MAP FOR THIS CERTIFICATION UNIT .....</b>	<b>75</b>
<b>APPENDIX 2: SUMMARY OF GHG EMISSIONS.....</b>	<b>76</b>
<b>APPENDIX 3: GHG ASSESSMENT FOR NEW PLANTINGS .....</b>	<b>77</b>
<b>APPENDIX 4: LIST OF ABBREVIATIONS.....</b>	<b>78</b>

## PART 1: SCOPE OF THE CERTIFICATION ASSESSMENT AUDIT

### 1.1 Company and Contact Details

Company Name:	Felda Global Ventures Holdings Berhad
Business Address:	CDD Department, Level 20, Menara Felda Platinum Park, No 11, Persiaran KLCC, 50088 Kuala Lumpur
Contact Person:	Norazam Abdul Hameed
Office Telephone:	+603-2698 7772
E-Mail:	<a href="mailto:norazam.ah@feldaglobal.com">norazam.ah@feldaglobal.com</a>
Web Site:	<a href="http://www.feldaglobal.com">www.feldaglobal.com</a>
Other Certifications Held:	ISO 9001, ISO 14001, ISCC

### 1.2 RSPO Membership & Certification Details

RSPO Membership Number:	1-0225-16-000-00
Registered Client Name:	FELDA GLOBAL VENTURES HOLDINGS BERHAD
Certificate Number:	CU-RSPO-820682
Start Date Of Certificate:	15/12/2017
End Date Of Certificate:	14/12/2022
Date Of Original Certification:	15/12/2017
Scope:	Certification of the Palm Oil Mill and Supply Bases
Type Of Certification:	Single site <input checked="" type="checkbox"/>
Duration Of Certificate:	5 Years from date of certification

### 1.3 Main Surveillance Assessment Details

Dates of This Audit:	11 – 15 Sep 2017
Audit Number:	Main Assessment

### 1.4 Assessment Type

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

### 1.5 Location of the Palm Oil Mill

Name Palm Oil Mill (POM)	Mill Capacity MT/Hour	Location Address	GPS Reference	
			Longitude	Latitude
Lepar Utara 06	54	PETI SURAT 12 & 2020, 26400 BANDAR PUSAT JENGA, PAHANG.	3° 58.249' E	102° 41.5' N

### 1.6 Palm Oil Mill Output and Approximate Tonnages Certified

If the Mill is receiving FFB from uncertified supply bases outside the audit scope, such uncertified sources is highlighted under the following sections as seen applicable:

- PART 1, Section 1.7 – General Description of Supply Base,
- PART 2: Partial Certification, Section 2.4 – Uncertified Units or Holdings,
- PART 5: RSPO Supply Chain Certification of this report

Projected Production from the last 12 Months (MT)			Actual Production for this Audit Year 2016/2017 (MT)			Projected 12 Months (MT) Forecast Volume in this Report		
FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
-	-	-	-	-	-	159,408	41,222.44	10,525.25

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

1.6 (b) Non-Certified Tonnage of FFB (outside supplier – Excluded from Certificate)			
Independent FFB Supplier	Tonnage / Year		
	Projected Production from the last 12 Months (MT)	Actual Production for this Audit Year 2016/2017 (MT)	Projected 12 Months (MT) Forecast Volume in this Report
Kim Ma Oil Palm (Transport) Sdn Bhd	N/A	N/A	63, 230
Baktimas Bina Sdn Bhd			
Pro Island Enterprise			
Koperasi Lepar Utara 03			
Koperasi Lepar Utara 01			

1.7 General Description of Supply Base
Lepar Utara POM receives the FFB from its own estates and also from smallholders. The supply base as per stated in contract agreement and this audit has carried out to ensure full compliance with RSPO requirement.

1.7.1 Location of the Supply Base						
OPP	Oil Palm Plantation	Location	GPS reference		Area Summary (Ha)	
	Name	Address	Latitude	Longitude	Total	Mature
OPP 1	Ladang Felda Lepar Utara 07	Ladang Felda Lepar Utara 07, 27000 Jerantut Pahang	3°55.201'N	102°41.319'E	2196.64	2000.79
OPP 2	Ladang Felda Lepar Utara 08	Ladang Felda Lepar Utara 08, Peti Surat 74, 26400 Bandar Jengka Pahang	3°55.201'N	102°41.319'E	2,445.36	2,032.16
OPP 3	Ladang Felda Lepar Utara 09	Ladang Felda Lepar Utara 11, Peti Surat 61, 26400 Bandar Jengka Pahang	3°57.202'N	102°43.959'E	2,825.03	2,255.09
OPP 4	Ladang Felda Lepar Utara 11	Ladang Felda Lepar Utara 11, Peti Surat 61, 26400 Bandar Jengka Pahang	3°57.202'N	102°43.959'E	3,416.92	1,963.10
<b>TOTAL</b>					<b>10,883.95</b>	<b>8251.14</b>

1.7.2 Statistics of the Supply Base and Estimated Tonnes of FFB produced per year				
OPP	Oil Palm Plantation	Estimated FFB/Year (MT)	Planting Years	Cycle (Years)
OPP 1	LADANG FELDA LEPAR UTARA 07	37,168.00	1990	25
OPP 2	LADANG FELDA LEPAR UTARA 08	39,424.00	1988	25
OPP 3	LADANG FELDA LEPAR UTARA 09	47,391.00	1985	25
OPP 4	LADANG FELDA LEPAR UTARA 11	35,425.00	1984	25
<b>TOTAL</b>		<b>159,408</b>		

**Only use data from 1.7.3 in the eTrace Summary**

<b>1.7.3 Conservation and HCV Area (Ha)</b>				
OPP	Oil Palm Plantation	Conservation Area (Ha)	HCV Area (Ha)	* HCV part of Conservation
OPP 1	LADANG FELDA LEPAR UTARA 07	0	0	Yes/No
OPP 2	LADANG FELDA LEPAR UTARA 08	0	0	Yes/No
OPP 3	LADANG FELDA LEPAR UTARA 09	0	0	Yes/No
OPP 4	LADANG FELDA LEPAR UTARA 11	0	0	Yes/No
<b>TOTAL</b>		0	0	

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

<b>1.7.4 Percentage of Planted Oil Palm by different Age Ranges</b>							
OPP	Planting Years by 5-year Ranges						
	1986 – 1990	1991 – 1995	1996 – 2000	2001 – 2005	2006 – 2010	2011 – 2015	Total
OPP 1	40.93%	45.42%	13.64%	-		-	100%
OPP 2	11.64%	70.19%	18.17%	-		-	100%
OPP 3	-	8%	50%	22%		20%	100%
OPP 4	26%	5%/	6%	-		-	100%

<b>1.7.5 Calculation of the Number of Production Units (N) to Sample for the Mill</b>			
N = 0.8vY, where "Y" is the number of units, with the result always to be rounded "up" to the next whole integer. Where only a sample of the supply base is assessed, units not previously assessed, or assessed earlier in the certification program, are to be preferred over those more recently assessed			
For the Mill, how many units make up the production base?			
Owned estates (Y)	N = 0.8vY	Smallholders (Z)	N = 0.8vZ
4	2	-	-
Explanation as to the selection of estates sampled			
4 Estates is registered in contract therefore $\sqrt{4} = 2$ (0.8) become 1.6 that has been round up to 2 unit of estates sampled. CB has randomly selected LADANG FELDA LEPAR UTARA 07 & LADANG FELDA LEPAR UTARA 09 to be audited for this Main Assessment.			

<b>1.8 Progress of associated Smallholders or Out-growers, if applicable to this assessment</b>
Progress of associated Smallholders or Out-growers towards Compliance with relevant Standards - should be in accordance to the 3 year implementation plan, if applicable to this assessment
No Associated Smallholders under this membership.

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

## PART 2: PARTIAL CERTIFICATION

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

### 2.1 Management Structure

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

### 2.2 Non-compliance Identified with 2.1 Above

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

### 2.3 Summary of the Time Bound Plan

Section	Requirement	Findings and any action required	Compliance
2.3.1	Does the plan include all subsidiaries, estates and mills?	<p>Yes, the plan did include all subsidiaries, estates and mills incorporated under Felda Global Ventures Holding Berhad (FGV). Felda Global Ventures Holdings Berhad have 75 complexes in Malaysia and Indonesia. 72 complexes are included with mills while 3 complexes are without mill.</p> <p>FGV owned the mills and estates listed in their time bound plan. Sighted evidence showing that Pontian United Plantation Bhd and Asia Plantation Limited are 100% fully owned by FGV.</p> <p>Felda Global Ventures Holdings Berhad has develop the time bound plan. Seen the evidence prepared by Certification &amp; Due Diligence (CDD) Department, FGV. The time bound plan will be</p>	Yes

		started from year 2017 until year 2021. According to announcement made by Dato' Zakaria Arshad - Group President/CEO Felda Global Ventures Holdings Berhad, 16 FGVM complexes are to be targeted for RSPO certification in year 2017. The rest of the complexes is going to be certified as scheduled in the time bound plan.	
2.3.2	<p>Is the time bound plan challenging?</p> <ul style="list-style-type: none"> <li>➤ Age of plantations.</li> <li>➤ Location.</li> <li>➤ Mill development.</li> <li>➤ Infrastructure.</li> <li>➤ Compliance with applicable law.</li> </ul>	<p>Based on 1<sup>st</sup> phase audit, auditors found that time bound plan prepared by Certification &amp; Due Diligence (CDD) Department was not challenging due to some issues happen in Sabah Region which company cannot fulfil in year 2017 especially due to controlling of contractors case.</p> <p>Thus, in 2<sup>nd</sup> phase audit, Certification &amp; Due Diligence (CDD) Department has changed the time bound plan where Sabah Region are to be certified in 2019.</p> <p>The company presented a table showing how the certification audits are planned to fit into the period ending and it is considered to be challenging plan (see time bound plan below)</p>	Yes
2.3.3	<p>Have there been any changes since the last audit? Are they justified?</p>	<p>Previously, 58 Complexes (FGV with FELDA) already certified before they self-withdraw from RSPO P&amp;C on 03<sup>rd</sup> May 2016. During that time, all the certified units were certified by different certification bodies.</p> <p>As per new time bound plan, FGV will be started the certification process from year 2017 until year 2021. According to announcement made by Dato' Zakaria Arshad - Group President/CEO Felda Global Ventures Holdings Berhad, 16 FGV complexes are to be targeted for RSPO certification in year 2017. The rest of the complexes is going to be certified as scheduled in the time bound plan.</p> <p>Seen their time bound plan from year 2017 to year 2021 for certified again with RSPO P&amp;C.</p>	Yes
2.3.4	<p>If there have been changes, what circumstances have occurred?</p>	<p>No changes have been made due to FGV will do the main assessment audit again as per stated in the time bound plan.</p>	Yes
2.3.5	<p>Have there been any stakeholder comments?</p>	<p>As per audit, auditors found 3 stakeholders comments as stated data below:</p> <p><b>Comments 1</b> On the 26<sup>th</sup> of July 2015, WSJ ran an article by Syed Zain Al – Mahmood alleging that Felda has breached labour conditions in its plantations. The allegations mainly say that forced labour is being used and the workers are not paid minimum wages. Further, it is alleged that their health and working conditions is are neglected and also that their employers withheld their passports.</p> <p><b>Remarks</b> 29 July 2015 - 12 NGOs urged the RSPO to conduct a transparent investigation into Wall Street Journal's findings of forced labour, human trafficking, and other human and labour</p>	Yes



		<p>rights violations especially on RSPO member FELDA's plantations.</p> <p>The Complaints Panel in its meeting on August 2015, decided that the member, Felda, be investigated on the issues raised by the WSJ article. The RSPO Secretariat will conduct an independent assessment to investigate the report on labour condition on all RSPO members. Malaysia would be the first country, where the assessment would be done.</p> <p>The RSPO release the following statement on its website: <a href="http://www.rspo.org/news-and-events/news/3rd-update-rspo-response-to-the-report-titled-palmoil-migrant-workers-tell-of-abuses-on-malaysian-plantations-published-by-the-wall-street-journal-on-26th-july-2015">http://www.rspo.org/news-and-events/news/3rd-update-rspo-response-to-the-report-titled-palmoil-migrant-workers-tell-of-abuses-on-malaysian-plantations-published-by-the-wall-street-journal-on-26th-july-2015</a></p> <p><b>Findings</b></p> <p>FGV has already taken action to resolve this raised issue. Certification &amp; Due Diligence (CDD) Department has outlined 10 action plans to address all issues alleged by WSJ although the identified cases by WSJ is under Felda Management. The 10 action plan already being verified by CUC Auditors on site at 8 complexes which are:</p> <ul style="list-style-type: none"> <li>• Bukit Sagu Complex</li> <li>• Palong Complex</li> <li>• Kechau B Complex</li> <li>• Keratong 9 Complex</li> <li>• Selancar 2B Complex</li> <li>• Besout Complex</li> <li>• Baiduri Ayu Complex</li> <li>• Hamparan Complex</li> </ul> <p>Summary of the 10 action plans finding as per Part 4.2.</p> <p>Others 2 comments, can refer to 3.4.2 and 3.4.4.</p>	
2.3.6	Have there been any newly acquired subsidiaries?	<p>No new land concession outside Malaysia after year 2016.</p> <p>Latest newly acquisition is Asian Plantation Limited where FGV signed a deal to acquired Asian Plantations Limited (APL), a company based in Singapore. APL will be included in FGV RSPO time bound plan beginning January 2016.</p>	Yes
2.3.7	Have there been any isolated lapses in the implementation of the plan?	<p>FGV will do the main assessment audit as per their time bound plan.</p>	Yes
2.3.8	Has there been any systematic failure to proceed with the	<p>At this moment, no systematic failure sighted due to FGV will do the main assessment audit as per their time bound plan.</p>	Yes

	implementation of the plan?	This will be reviewed annually by certification bodies.	
2.3.9	General statement as to progress made since the last audit?	No statement has been made due to this is main assessment audit. As per interviewed with Raja Dato' Zamalia Raja Dato' Seri Mansur, FGV Sustainability and Environment Head, FGV will follow the time bound plan according to announcement made by Dato' Zakaria Arshad - Group President/CEO Felda Global Ventures Holdings Berhad, 16 FGV complexes are to be targeted for RSPO certification in year 2017. The rest of the complexes is going to be certified as scheduled in the time bound plan.	Yes

## 2.4 Un-Certified Units or Holdings

<b>NOTE:</b>	Companies may demonstrate compliance by clear evidence of a self-audit (i.e. an internal audit for all subsidiaries, estates and Palm Oil Mills)																							
Section	Requirement	Findings and any action required	Compliance																					
2.4.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes, at the current status only 16 complexes already have internal audit in year 2017. Seen the internal audit done by Certification & Due Diligence (CDD) Department. The NC during the audit still in progress to close. All certification bodies that will do the audit for FGV need to verify those NC.  Others complex will do as per their time bound plan. Overall findings are positive as per before.	Yes																					
2.4.2	No replacement after dates defined in NIs Criterion 7.3 of: <ul style="list-style-type: none"> <li>Primary forest.</li> <li>Any area identified as containing High Conservation Values (HCVs).</li> <li>Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3.</li> </ul>	As per this year audit, there has been no replacement of primary forest area. However, there is one issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan.  FGV already brief this issue to RSPO secretariat. All details summary as per below: <table border="1" data-bbox="502 1272 1276 1998"> <thead> <tr> <th colspan="3">HCV clearance Kalimantan reported by Chain Research Reaction</th> </tr> <tr> <th>ISSUE</th> <th>ACTION PLAN PROGRESS</th> <th>DATE OF COMPLETION</th> </tr> </thead> <tbody> <tr> <td rowspan="8">HCV clearance at PT CNP and PT TAA</td> <td>Engaged independent consultant for ground investigation</td> <td>20 April-4<sup>th</sup> May 2016</td> </tr> <tr> <td>Investigation finding presentation to FGV management</td> <td>9<sup>th</sup> May 2016</td> </tr> <tr> <td>Brief presentation to RSPO on the investigation findings</td> <td>10 May 2016</td> </tr> <tr> <td>Letter to stop all operation in HCV area</td> <td>10 May 2016</td> </tr> <tr> <td>1<sup>st</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>22<sup>nd</sup> May 2016</td> </tr> <tr> <td>Discussion on Conservation and remediation plan with RSPO technical Director</td> <td>23 May 2016</td> </tr> <tr> <td>2<sup>nd</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>25 May 2016</td> </tr> </tbody> </table>	HCV clearance Kalimantan reported by Chain Research Reaction			ISSUE	ACTION PLAN PROGRESS	DATE OF COMPLETION	HCV clearance at PT CNP and PT TAA	Engaged independent consultant for ground investigation	20 April-4 <sup>th</sup> May 2016	Investigation finding presentation to FGV management	9 <sup>th</sup> May 2016	Brief presentation to RSPO on the investigation findings	10 May 2016	Letter to stop all operation in HCV area	10 May 2016	1 <sup>st</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 <sup>nd</sup> May 2016	Discussion on Conservation and remediation plan with RSPO technical Director	23 May 2016	2 <sup>nd</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 May 2016	Yes
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	Investigation finding presentation to FGV management	9 <sup>th</sup> May 2016																						
	Brief presentation to RSPO on the investigation findings	10 May 2016																						
	Letter to stop all operation in HCV area	10 May 2016																						
	1 <sup>st</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 <sup>nd</sup> May 2016																						
	Discussion on Conservation and remediation plan with RSPO technical Director	23 May 2016																						
	2 <sup>nd</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 May 2016																						

			Sent a letter to RSPO on action plan for PT CNP and PT TAA	27 <sup>th</sup> May 2016	
			3 <sup>rd</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	15 June 2016	
			Develop the Conservation and Remediation plan and relevant SOP	1 <sup>st</sup> July 2016	
			Appointment letter to engage independent external social mediator to handle negotiation with affected communities	1 <sup>st</sup> July 2016	
			Conducted social mediation and engagement with affected communities	18 July to 30 July 2016	
			Consultation with FGV legal department on local national regulation. Found that the area (PT CNP and PT TAA) were outside the Indonesia Peat Moratorium no. X (10)	30 July 2016	
			4 <sup>th</sup> Public statement on HCV clearance at PT CNP and PT TAA on FGV website	12 August 2016	
			Sent the progress of action taken to RSPO using SRT V	19 August 2016	
			Sent out the Conservation and remediation plan to PT CNP and PT TAA for implementation	7 Oct 2016	
			Meeting with RSPO Technical Director and RSPO Complaint Coordinator on PT CNP and PT TAA issue	14 Oct 2016	
			Sent the progress of action taken to RSPO using SRT V	17 Oct 2016	
			5 <sup>th</sup> Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	5 Nov 2016	
			Meeting with RSPO secretariat on Compensation Panel feedback and our complaints on HCV updates in WSJ complaint update	25 Nov 2016	
			Received comment and recommendation from RSPO compensation Panel on PT CNP	1 Dec 2016	
			Meeting with the FGV Kalimantan at PT CNP office for further engagement with ELC/Aid environment and	13 Dec 2016	

		<table border="1"> <tr> <td>Aksenta</td> <td></td> <td></td> </tr> <tr> <td>Meeting on new revised Indonesia regulation PP57 and PP 71 with Badan Lingkungan Hidup dan Kehutanan as well as with Dinas Perkebunan Kalimantan Barat</td> <td>14 Dec 2016</td> <td></td> </tr> <tr> <td>Meeting with ELC/AIDH and Aksenta on new proposal to include Aid environment proposal for our Landscape conservation plan</td> <td>14 Dec 2016</td> <td></td> </tr> <tr> <td>Meeting with PERMADA (Persatuan Madura &amp; Dayaks) on their request to develop the HCV area.</td> <td>15 Dec 2016</td> <td></td> </tr> <tr> <td>Site visit to PT CNP and PT TAA with Kalimantan team</td> <td>15 Dec 2016</td> <td></td> </tr> <tr> <td>Finalizing the next action for conservation engagement with ELC/AIDH and Aidenvironment</td> <td>16 Dec 2016</td> <td></td> </tr> <tr> <td>Kalimantan operation to seek an area with local Bupati to replace the cleared HCV area</td> <td>In progress</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>REVIEW HCV ASSESSMENT</td> <td></td> <td></td> </tr> <tr> <td></td> <td>6<sup>th</sup> Public Statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>10 Feb 2017</td> </tr> <tr> <td></td> <td>PERSADA meeting with RSPO Jakarta</td> <td>9<sup>th</sup> Mar 2017</td> </tr> </table>	Aksenta			Meeting on new revised Indonesia regulation PP57 and PP 71 with Badan Lingkungan Hidup dan Kehutanan as well as with Dinas Perkebunan Kalimantan Barat	14 Dec 2016		Meeting with ELC/AIDH and Aksenta on new proposal to include Aid environment proposal for our Landscape conservation plan	14 Dec 2016		Meeting with PERMADA (Persatuan Madura & Dayaks) on their request to develop the HCV area.	15 Dec 2016		Site visit to PT CNP and PT TAA with Kalimantan team	15 Dec 2016		Finalizing the next action for conservation engagement with ELC/AIDH and Aidenvironment	16 Dec 2016		Kalimantan operation to seek an area with local Bupati to replace the cleared HCV area	In progress					REVIEW HCV ASSESSMENT				6 <sup>th</sup> Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	10 Feb 2017		PERSADA meeting with RSPO Jakarta	9 <sup>th</sup> Mar 2017	
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2.4.3	Any new plantings since January 1 <sup>st</sup> 2010 must comply with the RSPO New Plantings Procedure.	<p>NPP current progress out for all FGVPM Estates data as per below:</p> <table border="1"> <thead> <tr> <th>ESTATE</th> <th>HECTARAGE INVOLVES IN NPP</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>FGVPM Chegar Perah 1</td> <td>59.32</td> <td rowspan="4">Phase 1 NPP progress pending on HCV report review by HCVRN.</td> </tr> <tr> <td>FGVPM Bukit Sagu 8</td> <td>61.54</td> </tr> <tr> <td>FGVPM Tembangau 5</td> <td>86.58</td> </tr> <tr> <td>FGVPM Selendang 3</td> <td>97.59</td> </tr> <tr> <td>FGVPM Krau 2</td> <td>170.78</td> <td rowspan="6">Phase 2 NPP progress pending on local regulation EIA by recognised DOE consultant. Once completed, proceed for HCVRN review.</td> </tr> <tr> <td>FGVPM Krau 4</td> <td>80.28</td> </tr> <tr> <td>FGVPM Bukit Sagu 6</td> <td>72.87</td> </tr> <tr> <td>FGVPM Lepar Hilir 5</td> <td>253.62</td> </tr> <tr> <td>FGVPM Tembangau 6</td> <td>495.53</td> </tr> <tr> <td>FGVPM Aring 10</td> <td>518.52</td> </tr> <tr> <td>FGVPM Setiu 01</td> <td>130.72</td> <td></td> </tr> <tr> <td><b>Total</b></td> <td><b>1,722.32</b></td> <td></td> </tr> </tbody> </table>	ESTATE	HECTARAGE INVOLVES IN NPP	Status	FGVPM Chegar Perah 1	59.32	Phase 1 NPP progress pending on HCV report review by HCVRN.	FGVPM Bukit Sagu 8	61.54	FGVPM Tembangau 5	86.58	FGVPM Selendang 3	97.59	FGVPM Krau 2	170.78	Phase 2 NPP progress pending on local regulation EIA by recognised DOE consultant. Once completed, proceed for HCVRN review.	FGVPM Krau 4	80.28	FGVPM Bukit Sagu 6	72.87	FGVPM Lepar Hilir 5	253.62	FGVPM Tembangau 6	495.53	FGVPM Aring 10	518.52	FGVPM Setiu 01	130.72		<b>Total</b>	<b>1,722.32</b>		Yes		
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2.4.4	Any Land	There is issue on land conflict although it was captured on Felda	Yes																																	

	<p>conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.</p>	<p>Membership, but FGV also indirectly involved as part of the claim involve FGVPM Sahabat 55 The issue still in progress. Data as per below:</p> <p>Member: Lembaga Kemajuan Tanah Persekutuan (FELDA) /Orang Dusun Desa Begahak Date Filed: 16 February 2015 Complaint: Community of Desa Begahak Complaint: The company has breached the communities’ user rights to the land in breach of Principle 2.2</p> <p>Status: Box F – Action Plan</p> <p><b>Synopsis</b></p> <p>According to the Enquiry National Hak Tanah of Malaysia conducted by SUHAKAM, the state government had given 1260 acres of land to the Dusun Begahak community in 1981. At the same time, the same land was alienated to FELDA for development.</p> <p>The complainant raised the issue that FELDA has no right to develop their land and should return it to the community because the land originally belonged to the community. The complainant also stated that the cemetery area is being developed by FELDA.</p> <p>FELDA encaved 916 acres of the said land and gave it back to the community on the 25th of May 1982. The community planted fruits and other crops on the land.</p> <p>We have received some evidence from both sides. The evidence needs to be scrutinised and investigated further.</p> <p>Issue has been further referred to the RSPO Complaint panel.</p> <p><b>Remarks</b></p> <p>13 March 2015 – RSPO had a conference call meeting with the head of the Dusun Begahak community to understand the situation.</p> <p>16 March 2015 – RSPO had a conference call meeting with FELDA representatives to discuss the situation.</p> <p>17 March 2015 – The complaint was raised to the Complaint Panel for further discussion and action.</p> <p>22 March 2016 – RSPO sent complaint notice to FELDA.</p> <p>1 April 2016 – State Land and Survey Department begin its mapping exercise.</p> <p>4 April 2016 –</p>	
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		<p>FELDA submits action plan to RSPO dated 27 March 2016.</p> <p>9 April 2015 – FELDA met the community (Desa Begahak) members and discussed the issues from the complaint and the land claim.</p> <p>10 April 2015 – FELDA met the complainant, Robin Balud, in Kota Kinabalu Sabah, to discuss the complaint.</p> <p>6 May 2016 – FELDA withdraws its RSPO Principle and Criteria certificates.</p> <p>4 June 2015 – FELDA met the complainant Robin Balud and discussed the main issues of the land claim and compensation and agreed to do a joint mapping of the land.</p> <p>22 June 2015 – FELDA had another meeting with Robin Balud and the representatives of the community and agreed to exchange documents on the land claim. A site visit was also undertaken with the community members.</p> <p>2 July 2015 – It was agreed that the matter would be referred to the FELDA/FGV Sustainable Steering Committee on 7th July 2015.</p> <p>26 July 2016 – Complainant send a formal letter to FELDA to settle the customary land dispute.</p> <p>19 August 2016 – Progress report submitted by Felda.</p> <p>20 September 2016 – Felda met with the community to discuss on how they will progress on the complaint, once the joint mapping report is received from the Sabah Land and Survey department.</p>													
2.4.5	Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p>There is 1 issue happen in FGVP M Palong Timur 04 (Now FGVP M Palong Timur 05) and the details is elaborated below:</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>ESTATE</th> <th>LEGAL ACTION</th> <th>DATE</th> <th>VALUE OF SUMMON</th> <th>SUMMON STATUS</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGVPM PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05)</td> <td>Claims</td> <td>19.06.2012</td> <td>RM61,968.60</td> <td>Court Appeal</td> </tr> </tbody> </table>	NO.	ESTATE	LEGAL ACTION	DATE	VALUE OF SUMMON	SUMMON STATUS	1	FGVPM PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05)	Claims	19.06.2012	RM61,968.60	Court Appeal	Yes
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1	FGVPM PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05)	Claims	19.06.2012	RM61,968.60	Court Appeal										
2.4.6	Any Legal non-compliance is	During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no: SJ 53-4/2016; Date 14.04.2016 in Mahkamah	Yes												

	being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	<p>Seksyen Kuantan.</p> <p>Fixed for Trial on <b>01.03.2017</b>, <b>02.03.2017</b> and <b>03.03.2017</b>.</p> <p>Also 1 issue for minimum wages. Refer to 4.3.1</p>	
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<b>TIME BOUND PLAN FORECAST FOR RSPO CERTIFICATION OF ALL PALM OIL MILLS &amp; SUPPLY BASES</b>				
Palm Oil Mill	Country	Supply Bases (estates, plantations, associations)	Targeted RSPO Certification Year	Current Certification Status as per this Audit
Selancar 2B	Malaysia	FGVPM Selancar 6 FGVPM Selancar 8 FGVPM Selancar 9	2017	To be audited by CB in year 2017
Lepar Hilir	Malaysia	FGVPM Lepar Hilir 5 FGVPM Lepar Hilir 6 FGVPM Lepar Hilir 8	2017	To be audited by CB in year 2017
Aring A	Malaysia	FGVPM Aring 2 FGVPM Aring 3 FGVPM Aring 4 FGVPM Aring 5 FGVPM Aring 6 FGVPM Aring 8 FGVPM Aring 10 FGVPM Aring 11	2017	To be audited by CB in year 2017
Kechau B	Malaysia	FGVPM Kechau 6 FGVPM Kechau 8 FGVPM Kechau 9 FGVPM Kechau 10	2017	To be audited by CB in year 2017
Bukit Sagu	Malaysia	FGVPM Bukit Sagu 4 FGVPM Bukit Sagu 6 FGVPM Bukit Sagu 7 FGVPM Bukit Sagu 8	2017	To be audited by CB in year 2017
Keratong 09	Malaysia	FGVPM Bera Selatan 5 FGVPM Bera Selatan 7 FGVPM Merchong FGVPM Keratong Timur FASSB Merchong	2017	To be audited by CB in year 2017
Lepar Utara 6	Malaysia	FGVPM Lepar Utara 7 FGVPM Lepar Utara 8 FGVPM Lepar Utara 9 FGVPM Lepar Utara 11	2017	To be audited by CB in year 2017
Besout	Malaysia	FGVPM Besout 6, FGVPM Besout 7	2017	To be audited by CB in year 2017
Kemasul	Malaysia	FGVPM Mengkarak 1 FGVPM Mengkarak 2	2017	To be audited by CB in year 2017
Triang	Malaysia	FGVPM Triang 2 FGVPM Triang Selatan 1 FGVPM Triang 4	2017	To be audited by CB in year 2017
Lepar Utara 4	Malaysia	FGVPM Lepar Utara 4 FGVPM Lepar Utara 10 FGVPM Lepar Utara 14	2017	To be audited by CB in year 2017
Maokil	Malaysia	FGVPM Maokil 6	2017	To be audited by CB in

		FGVPM Maokil 7		year 2017
Palong Timur	Malaysia	FGVPM Palong Timur 4/5 FGVPM PALONG TIMUR 06	2017	To be audited by CB in year 2017
Selendang	Malaysia	FGVPM Selendang 3 FGVPM Selendang 4 FGVPM Selendang 5 FGVPM Berabong 1	2017	To be audited by CB in year 2017
Krau	Malaysia	FGVPM Krau 2 FGVPM Krau 4	2017	To be audited by CB in year 2017
Tenggaroh Timur	Malaysia	FGVPM Tenggaroh 12 FGVPM Tenggaroh Timur 2	2017	To be audited by CB in year 2017
Chini 3	Malaysia	FGVPM Terapai 1 FGVPM Chini Timur 4	2018	-
Nitar	Malaysia	FGVPM Nitar Timur	2018	-
Jerangau Baru	Malaysia	FGVPM Rantau Abang 1 FGVPM Rantau Abang 2 FGVPM Chador 1	2018	-
Serting Hilir	Malaysia	FGVPM Tembangau 3 FGVPM Tembangau 5 FGVPM Tembangau 6 FGVPM Tembangau 7 FGVPM Tembangau 8 FGVPM Tembangau 9 FASSB Serting Hilir	2018	-
Serting	Malaysia	FGVPM Palong 17 FGVPM Palong 18 FGVPM Palong 21	2018	-
Kota Gelanggi	Malaysia	FASSB PPPTR FASSB Kota Gelanggi 5/6	2018	-
Kerteh	Malaysia	FASSB Kerteh FASSB Semaring 01	2018	-
Neram	Malaysia	FGVPM Cherul 03	2018	-
Keratong 3	Malaysia	FGVPM Keratong 11	2018	-
Tenggaroh	Malaysia	FGVPM Tenggaroh 9 FGVPM Tenggaroh 11 FGVPM Tenggaroh 13	2018	-
Chiku	Malaysia	FGVPM Ciku 4 FGVPM Ciku 8	2018	-
Keratong 2	Malaysia	FGVPM Bera Selatan 3	2018	-
Jengka 21	Malaysia	FASSB Jengka 24/25	2018	-
Adela	Malaysia	FGVPM Kledang 02	2018	-
Bukit Kepayang	Malaysia	FGVPM Terapai 3	2018	-
Belitong	Malaysia	FASSB Ulu Belitong FGVPM Bukit Tongkat B	2018	-
Kulai	Malaysia	FASSB Bukit Besar/Taib Andak	2018	-
Penggeli	Malaysia	FGVPM Inas Selatan	2018	-
Chalok	Malaysia	FGVPM Setiu 1	2018	-
Tementi	Malaysia	FGVPM Bera Selatan 1 FGVPM Bera Selatan 4	2018	-
Kalabakan	Malaysia	FGVPM Kalabakan Utara 1	2019	-



		FGVPM Kalabakan Tengah 1 FGVPM Kalabakan Selatan		
Kembara Sakti	Malaysia	FGVPM Sahabat 30 FGVPM Sahabat 35 FGVPM Sahabat 40 FGVPM Sahabat 41 FGVPM Sahabat 42 FGVPM Sahabat 43	2019	-
Nilam Permata	Malaysia	FGVPM Sahabat 50 FGVPM Sahabat 51 FGVPM Sahabat 52 FGVPM Sahabat 53 FGVPM Sahabat 54	2019	-
Hamparan Badai	Malaysia	FGVPM Sahabat 23 FGVPM Sahabat 24 FGVPM Sahabat 26 FGVPM Sahabat 28 FGVPM Sahabat 31 FGVPM Sahabat 33 FGVPM Sahabat 34 FASSB Tambisan	2019	-
Mercu Puspita	Malaysia	FGVPM Sahabat 7 FGVPM Sahabat 46 FGVPM Sahabat 48 FASSB Sahabat 6	2019	-
Lancang Kemudi	Malaysia	FGVPM Sahabat 10 FGVPM Sahabat 36 FGVPM Sahabat 38 FGVPM Sahabat 39 FGVPM Sahabat 44 FGVPM Sahabat 45	2019	-
Pontian United Plantation	Malaysia	Pontian Fico Pontian Subok Pontian Orico Pontian Pendirosa Pontian Kuril Pontian Hilco Rawajaya Sdn Bhd Blossom Plantation Sdn Bhd	2019	
Embara Budi	Malaysia	FGVPM Sahabat 11 FGVPM Sahabat 12 FGVPM Sahabat 17 FGVPM Sahabat 56 FGVPM Sahabat 20 FGVPM Sahabat 21 FGVPM Sahabat 22 FGVPM Sahabat 25	2019	-
Baiduri Ayu	Malaysia	FGVPM Sahabat 9 FGVPM Sahabat 16 FGVPM Sahabat 55	2019	-
Umas	Malaysia	FGVPM Umas 5 FGVPM Umas 6	2019	-

Sampadi	Malaysia	FGVPM Sampadi 1 FGVPM Sampadi 3 FGVPM Sampadi 4 FGVPM Sampadi 5 FGVPM Sampadi 6	2019	-
Bukit Mendi	Malaysia	Felda Settlers	2019	-
Jengka 8	Malaysia	Felda Settlers	2019	-
Jengka 18	Malaysia	Felda Settlers	2019	-
Jengka 3	Malaysia	Felda Settlers	2019	-
Padang Piol	Malaysia	Felda Settlers	2019	-
Sg. Tenggi	Malaysia	Felda Settlers	2019	-
Mempaga	Malaysia	Felda Settlers	2019	-
Pasoh	Malaysia	Felda Settlers	2020	-
Kemahang	Malaysia	Felda Settlers	2020	-
Tersang	Malaysia	Felda Settlers	2020	-
Selancar 2A	Malaysia	Felda Settlers	2020	-
Chini 2	Malaysia	Felda Settlers	2020	-
Trolak	Malaysia	Felda Settlers	2020	-
Semenchu	Malaysia	Felda Settlers	2020	-
Jerangau Barat	Malaysia	Felda Settlers	2020	-
Panching	Malaysia	Felda Settlers	2020	-
Bukit Besar	Malaysia	Felda Settlers	2020	-
Kahang	Malaysia	Felda Settlers	2020	-
Waha	Malaysia	Felda Settlers	2020	-
Air Tawar	Malaysia	Felda Settlers	2020	-
Lok Heng	Malaysia	Felda Settlers	2020	-
FGV Asian Plantation Milling Plantation	Malaysia	TBD	2021	-
FGV Yapid MAS (Golden Land)	Malaysia	TBD	2021	-
PT Citra Niaga Perkasa	Indonesia	TBD	2021	-
PT Temilia Agro Abadi	Indonesia	TBD	2021	-
FGV Estates without FGV Mill	Indonesia	TBD	2021	-

With reference to time bound plan, the following issues were reviewed openly with the Control Union audit team during the assessment and which may be in conflict with the rules for partial certification, if applicable	
Name of Mill or Plantation	*Area of concern (See examples below)
-	-
<p>Include any known concerns, media reports and major issues both present and from the past covering, for example:</p> <ul style="list-style-type: none"> <li>• Replacement of primary forest or any area containing HCV's since November 2005.</li> <li>• Evidence of non-compliance with the law</li> <li>• Legal issues</li> <li>• Compensation payments</li> <li>• Social relations</li> <li>• Burning</li> <li>• Labor disputes</li> </ul>	

### 2.5 Summary of the findings for Partial Certification

*The audit team assessed compliance with the above requirements during this audit. Failure to address any non-compliance identified may lead to certification suspension.*

The company had declared to Control Union Certifications (CUC) that all process regarding the partial certification. Felda Global Ventures Holdings Berhad are committed to join again in RSPO. Felda Global Ventures Holdings Berhad has develop the time bound plan. Seen the evidence prepared by Certification & Due Diligence (CDD) Department.

The time bound plan will be started from year 2017 until year 2021. According to announcement made by Dato' Zakaria Arshad - Group President/CEO Felda Global Ventures Holdings Berhad, 16 FGV complexes are to be targeted for RSPO certification in year 2017. The rest of the complexes is going to be certified as scheduled in the time bound plan.

### 2.6 Partial Certification Audit Agenda

Date	Location	Agenda
09-10/01/2017 & 31/03/2017	Menara Felda Meeting room	Verification of time bound plan
12/09/2017	FGV Lepar Utara 06	Re-verification partial certification & time bound plan.

## PART 3: AUDIT PROCESS

### 3.1 About the Certification Body

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

CUC is accredited by the Dutch Council of Accreditation (RVA) on the European quality standard EN 45011 for the inspection and certification of CUC Organic program (according to the EU regulation 2092/91) and EUREPGAP program. When requested a copy of the accreditation certificate can be obtained from CUC.

**Control Union (Malaysia) Sdn Bhd is a registered affiliate member of RSPO and is a private limited company owned by the Control Union World Group based in Malaysia. Control Union (Malaysia) Sdn Bhd is authorized to conduct and issue certification on behalf of RSPO and Control Union Certifications.**

### 3.2 Audit Team

<b>Lead auditor:</b>	<b>Muhd Jamalul Arif</b>
Team member 1:	Fadzli Bistamam
Team member 2:	Mohd Razaleigh Mohamed
Team member 3:	Mohd Farul Rosli

#### 3.2.1 Qualifications of the Lead Auditor

Requirement	Qualifications
A minimum of post high school (post-secondary school) training in either agriculture/forestry, environmental science or social sciences;	Graduated in Plantation Management and Cargo Surveying from local university.
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	Experience in auditing since 2011 in RSPO P&C, SCCS, ISCC, GMP B2 & B3, ESCAS Animal Welfare and Global Gap standards. Working experience in handling Q&Q cargo survey for agricultural products in bulks such Palm Oil, Soybean, Sugar etc.
Training in the practical application of the RSPO criteria, and RSPO certification systems;	Involved in RSPO assessment since 2011. Member of CUC RSPO audit team. Involved in audits for P&C and SCCS conducted in Malaysia, Indonesia, Colombia, Ivory Coast, Papua New Guinea and Middle East country.
Successfully completion of an ISO 9000:19011 lead auditors course;	Completed ISO 9001:2008 Lead auditor in 2011, trained in ISO 19011 & 17021 requirements in 2014.
Training in the practical application of RSPO certification systems.	Involved in RSPO assessment since 2011. Member of CUC RSPO audit team. Involved in audits for P&C and SCCS conducted in Malaysia, Indonesia, Colombia, Ivory Coast, Papua New Guinea and middle east country.
A supervised period of training in practical auditing against the RSPO criteria or similar sustainability standards, with a minimum of 15 days audit experience and at least 3 audits at different organizations.	Involved in RSPO assessment since 2011. Has conducted RSPO P&C audit for more than 250 days in more than 5 various oil palm companies.
RSPO endorsed lead auditors course.	Passed RSPO Lead Auditor Course in 2013 and 2016 conducted by Proforest and Wild Asia. Successful completed the RSPO SCC Endorsed Course by David Ogg & Partners on 2014.
Signed code of conduct.	Yes
<b>General knowledge of:</b>	Yes

• RSPO P&C standards.	Yes
• CUC organizational structure.	Yes
• CUC quality systems.	Yes
• Lead auditor role.	Yes
• Report writing.	Yes
• Stakeholder consultation.	Yes
• Certification decision process.	Yes
• RSPO SCCS program manual.	Yes
• CUC filing systems.	Yes
• Correct use of RSPO trademarks.	Yes
• History and objectives of RSPO.	Yes
• CV available.	Yes
Completion of CUC RSPO lead auditor training.	Yes

### 3.2.2 Qualifications of the Assessment Team

RSPO Requirement	Team Member Name	Qualifications
Fluent in main local languages and English.	Mr. Fadzli Bistamam	Fluent in Bahasa and English
	Mr. Mohd Razaleigh Mohamed	Fluent in Bahasa and English
	Mr. Mohd Farul Rosli	Fluent in Bahasa and English
Field working experience in the palm oil sector, or a demonstrable equivalent.	Mr. Fadzli Bistamam	Working experience in palm oil plantation sector as assistant manager for more than 5 years.
	Mr. Mohd Razaleigh Mohamed	Working experience in palm oil plantation sector as assistant manager for more than 5 years.
	Mr. Mohd Farul Rosli	Working experience in palm oil plantation sector as assistant manager for more than 5 years.
Good agricultural practices (GAP), integrated pest management (IPM), pesticide and fertilizer use.	Mr. Mohd Razaleigh Mohamed	Working experience in palm oil plantation sector as assistant manager for more than 5 years. Graduated in agricultural background from local university. He is well trained in GAP, Integrated Pest Management (IPM, pesticide and fertilizer use during formal education and working experience. He has completed the ISO 9001:2015 Lead Auditor Course and RSPO P&C Lead Auditor Course in 2017. Also, involved and qualified for others Agricultural Standard such Global GAP, Organic Certification and Biomass Certification.
Health and Safety auditing on the farm and in processing facilities. (For example OHSAS 18001 or occupational. Health and safety assurance system).	Mr. Mohd Farul Rosli	Working experience as Sustainability Officer in one of largest palm oil company in Malaysia for more than 5 years. He is qualified as Safety Officer and previously incharge for OSH requirements in plantation units under his supervision. Completed ISO 9001: 2015 Lead Auditor Course and OHSAS 18001:2007 Lead Auditor (OH&S Management System) on 2017. Also qualified for others similar certification standards such ISCC and MSPO.

Workers welfare issues and social auditing experience. (For example with SA8000 or related social or ethical accountability codes).	Mr. Fadzli Bistamam	Post graduate qualification in agriculture with more than 5 years working experience in various plantation company. Fully trained in similar agriculture certification programs such as MSPO and SCCS. Completed and certified ISO 9001:2008, completed RSPO Lead Auditor course in 2017. Involved in RSPO assessment since 2016. Member of CUC RSPO audit team.
Environmental and ecological auditing. (For example experience with organic agriculture, ISO 14001 or environmental management systems).	Mr. Mohd Farul Rosli	Working experience as Sustainability Officer in one of largest palm oil company in Malaysia for more than 5 years. He is qualified as Safety Officer and previously incharge for OSH requirements in plantation units under his supervision. Completed ISO 9001: 2015 Lead Auditor Course and OHSAS 18001:2007 Lead Auditor (OH&S Management System) on 2017. Also qualified for others similar certification standards such ISCC and MSPO. He is trained in Environmental issue in specified regarding EIA, HCV, Waste Management and GHG.
Economic issues.	Muhd Jamalul Arif	Involved in RSPO assessment since 2011. Member of CUC RSPO audit team. Involved in audits for P&C and SCCS conducted in Malaysia, Indonesia, Colombia, Ivory Coast, Papua New Guinea and Middle East country.

### 3.3 Audit Methodology

#### 3.3.1 General Overview

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

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

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

**The Palm Oil Mill audit verification included the following activities:**

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

**Verification:**

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

Proposed Assessment Agenda for this Audit		
Date	Location	Main activities
11/09/2017 (Monday)	N/A	12.00pm – 17.00pm Travelling from Klang to Bandar Pusat Jengka (all auditors).
12/09/2017 (Tuesday)	KILANG SAWIT LEPAR UTARA 06	<p><b>0900 – 1000: Opening meeting</b></p> <ul style="list-style-type: none"> <li>• Introduction by team leader</li> </ul> <p><b>0900 – 1700: Document review</b></p> <ul style="list-style-type: none"> <li>• Document review [EIA, SIA, CIP, Business Plan]</li> <li>• Complaint mechanism / Request &amp; respond</li> <li>• Best milling practices</li> <li>• Safety and Health</li> <li>• Legal requirements</li> </ul> <p><b>0900 – 1700: Document review</b> Supply Chain Certification Assessment of the POM (RSPO SCCS)</p> <ul style="list-style-type: none"> <li>• Demonstration of legal entity</li> <li>• Roles and responsibility</li> <li>• Procedures/manual/SOP</li> <li>• Record of purchase – RSPO certified product</li> <li>• Record of sales– RSPO certified product</li> <li>• RSPO logo &amp; claims</li> </ul> <p><b>Site verification</b></p> <ul style="list-style-type: none"> <li>• Mill inspection</li> <li>• Workshops</li> <li>• Stores</li> <li>• POM application</li> <li>• Safety and Health / PPE / Signage</li> <li>• Waste Management / Environment</li> <li>• Workers interview</li> <li>• Stakeholder consultation if required.</li> </ul>
13/09/2017 (Wednesday)	LADANG FELDA LEPAR UTARA 07	<p><b>0900 – 1700: Document review</b></p> <ul style="list-style-type: none"> <li>• Document review [EIA, SIA, CIP, Business Plan]</li> <li>• Complaint mechanism / Request &amp; respond</li> <li>• Best agricultural practices</li> <li>• Safety and Health</li> </ul> <p><b>Site verification</b></p> <ul style="list-style-type: none"> <li>• Best agricultural practices</li> <li>• Manuring, Spraying, Harvesting,</li> <li>• HCV / Conservation Area</li> </ul>

		<ul style="list-style-type: none"> <li>• Legal compliance / boundary</li> <li>• Workers interview</li> <li>• Stakeholder consultation if required.</li> </ul>
	TBC	<b>1000 – 1200: Stakeholders Consultation Meeting</b> <ul style="list-style-type: none"> <li>• Auditors meeting with invited stakeholders</li> <li>• Conducted without present of client.</li> </ul>
14/09/2017 (Thursday)	LADANG FELDA LEPAR UTARA 09	<b>0900 – 1700: Document review</b> <ul style="list-style-type: none"> <li>• Document review [EIA, SIA, CIP, Business Plan]</li> <li>• Complaint mechanism / Request &amp; respond</li> <li>• Best agricultural practices</li> <li>• Safety and Health</li> </ul> <b>Site verification</b> <ul style="list-style-type: none"> <li>• Chemical / Pesticide / Fertilizer Stores</li> <li>• Worker’s facilities (housing, pay, etc)</li> <li>• Workers interview</li> <li>• Best agricultural practices</li> <li>• Manuring, Spraying, Harvesting,</li> <li>• HCV / Conservation Area</li> <li>• Legal compliance / boundary</li> <li>• Workers interview</li> <li>• Stakeholder consultation if required.</li> </ul>
15/09/2017 (Friday)	TBC	<b>0800 – 1000: Preparation for closing meeting</b> <ul style="list-style-type: none"> <li>• Auditors final discussion and conclusion</li> <li>• Additional field visits and meetings with managers as necessary</li> </ul> <b>1000: Closing meeting</b> <ul style="list-style-type: none"> <li>• Presentation of findings by the audit team</li> <li>• NC closure dateline (if any)</li> <li>• Questions and answers</li> <li>• Final summary by team leader</li> </ul> <b>End of assessment</b>
		<b>All auditors travelling back to respective location.</b>



## PART 4 ASSESSMENT FINDINGS

### 4.1 Lead Assessor's Summary and Recommendation for Certification

The mill and supply bases visited (as per the above Tables 1.5 and 1.7.1) and were assessed at field, office, facilities, stores and a document review were carried out in accordance to the RSPO principles and criteria. The subscribed RSPO management system's documentations seen with minor changes that due to internal external influenced factors that in relation to scope of certification.

Specific evidence was recorded for estates and mill. Interviews with Estate Managers, Mill Manager, members of workers union and committee took place in both formal and informal environments and worker interviews were conducted at the supply base and the mill. The management is highly committed in maintaining the RSPO system by adopting to continuous improvement programs.

There was some complaint or feedback received during the audit or during the field assessment when interviewing with the external stakeholders. The management continually monitoring the established KPI / objectives that significantly rules the achievement of company's corporate policy on RSPO. The mill is fully verified for RSPO SCCS system verification in compliance with all SCCS requirements except for some additional requirements in RSPO SCCS 2014. See PART 5 below.

#### Summary of Non-Conformance and Current Status

11 NCs with 2 observation were raised for this audit. Major NCs were closed.

It is therefore the recommendation of the lead assessor that:

- A certificate of compliance is award.



Signed:

Name: Muhd Jamalul Arif

Date: 4<sup>th</sup> Sep 2017

### 4.2 Summary of the findings by Principles and Criteria

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

#### Principle 1: Commitment to Transparency

Criterion by Audit	Summary	
MA	1.1	<p>Organization has defined list of stakeholder and updated once a year, last updated on 6 Feb 2017. Stakeholder information which was updated such as contact person, name of institution, address and phone number.</p> <p>Stakeholder verification has been performed by organization through visiting and contacting stakeholders directly, if there is a change then immediately will be updated. It was sighted that stakeholder verification has been done and evidenced.</p> <p>Information regarding environmental, social and legal was provide for</p>

		<p>stakeholder based on their needs since it relevant such as: Plan for social and environmental impact assessment, Occupational health and safety plan, Plan for the reduction and prevention of pollution, Company policy, Certificate/land use rights, HCV management plan, FF price, etc. Information was confidential and restricted for stakeholder such as: financial information.</p> <p>Documents available to the public and stakeholder can be provided to stakeholders according to their relevance through a written request to the organization. The information most frequently requested by stakeholders are information related to the management of occupational health and safety, environmental management report (wastewater, hazardous waste), production data and area statements, etc.</p> <p>Record of requests for information and responses documented in FAS-RSPO L4/K 1.1/1.1.1&amp;1.1.2 SOP to describe the process of information sharing/dissemination defined in social communication procedure no ML – 1A/L2-PR3(0), dated 1 March 2012. Stakeholders already know the type of information available and the procedures for accessing the information. It was verified during public consultation and interview with stakeholder on 22 August 2017.</p>
MA	1.2	<p>Documents available to the public specified in the Procedure '<i>RSPO Ladang FGVP, part C12 Dokumen Pengurusan</i>' dated 10 August 2014. Documents available to the public and stakeholder can be provided to stakeholders according to their relevance through a written request to the organization. List of information available in Indonesian and easily understood by stakeholder.</p> <p>Documents available to the public placed in the respective sections within the organization.</p> <p>Information provided adequate at minimum, an information summary of the document listed such as:</p> <ul style="list-style-type: none"> <li>• Land titles/user rights (Criterion 2.2) <ul style="list-style-type: none"> <li>- Legal boundaries, land use, classification, total area, grant title, permit validity, NCR rights</li> </ul> </li> <li>• Occupational health and safety plans (Criterion 4.7); <ul style="list-style-type: none"> <li>- risk assessment and mitigation, emergency response plan, training, accident records</li> </ul> </li> <li>• Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); <ul style="list-style-type: none"> <li>- main social and environmental impacts and mitigation measures,</li> </ul> </li> <li>• HCV documentation (Criteria 5.2 and 7.3); <ul style="list-style-type: none"> <li>- identification on HCV areas, maps, management and monitoring HCV</li> </ul> </li> <li>• Pollution prevention and reduction plans (Criterion 5.6); <ul style="list-style-type: none"> <li>- identification of pollutants, management and reduction measures</li> </ul> </li> <li>• Details of complaints and grievances (Criterion 6.3); <ul style="list-style-type: none"> <li>- nature of complaints, parties involved, status of case</li> </ul> </li> <li>• Negotiation procedures (Criterion 6.4);</li> </ul>

		<ul style="list-style-type: none"> <li>- SOP, consultative, neutral, inclusiveness, timeframe, responsibility</li> <li>• Continual improvement plans (Criterion 8.1);             <ul style="list-style-type: none"> <li>- for all elements under 8.1,</li> </ul> </li> <li>• Public summary of certification assessment report;             <ul style="list-style-type: none"> <li>- follow RSPO format</li> </ul> </li> <li>• Human Rights Policy (Criterion 6.13).             <ul style="list-style-type: none"> <li>- policy statement should comply to the requirements of 6.13</li> </ul> </li> </ul> <p>Monitoring plan associated with public documents already established and available. For example, for environmental documents the management of HCV, <i>Pelan Kesihatan Masyarakat, Pelan tindakan menghalangi pencemaran</i>.</p> <p>Update monitoring report publicly available. Evidence of delivery of the report in the form of receipts properly documented and archived in a file Receipt.</p>
MA	1.3	<p>Written policy committing to a code of ethical conduct and integrity in all operations and transactions was available in "<i>Polisi kod etika kerja dan Integriti</i>" dated 01 June 2014.</p> <p>Ethic policy includes several aspects, such as:</p> <ul style="list-style-type: none"> <li>- Social Responsibility</li> <li>- Salary</li> <li>- Indiscriminative treatment</li> <li>- Protection against sexual harassment and violence</li> <li>- Protection of reproductive rights</li> <li>- Receipts and provision of gifts, entertainment or assistance in job, corruption and fraud</li> <li>- Relation with supplier</li> <li>- Occupational health and safety, and environment</li> <li>- Employee cooperatives</li> <li>- Human rights</li> </ul> <p>The policy was well documented; latest revision dated 01 June 2014 has been communicated to estate employees, it was sighted dissemination conducted on 15 November 2016 and 10 August 2017, socialization both active through master morning and passive by signboard.</p> <p>Documentation of policy and communication was done in the appropriate languages and easily understood by stakeholders. It was sighted in Kod Etika dan tata laku petugas, issued by <i>Jabatan sumber manusia kumpulan, FGV Holding Berhad</i>.</p>
<b>Principle 2: Compliance with Applicable Laws and Regulations</b>		
Criterion by Audit	Summary	
MA	2.1	<p>FELDA Palm Industries Sdn Bhd (FPISB) has maintain QOHSE system in their legal compliance system. Sighted list of relevant applicable laws in document #FPI/L4/QOHSE-2.1 Pind 0 last updated in 05/01/2017 specifically for Kilang Sawit Lepar Utara 06. Some of the applicable laws outline such:</p>

		<ul style="list-style-type: none"> <li>Permit Steam Separator #2 (Turbine #3) registration # PH PMT 2969 valid till 03/08/2018.</li> <li>Permit Barang Kawalan Berjadual (C007646) for Diesel (Quantity 20,000 Litre) valid till 14 Feb 2018.</li> <li>Sterilizer #1 – PMT 94371 valid till 03/08/2018.</li> <li>Crane Permit (overhead travelling crane) #PMA12326 valid till 03/08/2018.</li> <li>Lesen Penggunaan Sumber Air, Siri 0055 valid till 13/01/2017.</li> <li>Air Compressor #3 (Amstrong) – Boiler Air Receiver # PH PMT 2550 valid till 3/08/2018.</li> </ul> <p>Maintained in record keeping in file and office notice board and available during the audit.</p> <p>There is a monitoring list titled “<i>Daftar Perundangan dan Lain - Lain Keperluan</i>” (Register of Legal and other representatives). Mill has maintained list of licenses and permits relevant to the Lepar Utara 06 POM in “<i>Rekod Lesen &amp; Permit Kilang Sawit Lepar Utara 06</i>” that contain list of all permits and license, registration number, date of inspection &amp; expiry date.</p> <p>Site has the <i>Mekanisma Pematuhan Lesen/Permit/Keperluan Undang-Undang</i> which monitor all the licenses, permits and legal required with renewal and expiry dates and person in charge. There is also the road tax and insurance to monitor the list of transports and driver’s licenses.</p> <p>Lepar Utara 06 POM is referred to <i>Sistem Semakan Perubahan Undang-Undang dated 23.06.15 Pindaan 4</i> from CDD for both FELDA and FGV Holding on related acts involving environmental, social, economy and legal.</p> <p>Example is for FGV Holding are <i>Akta Racun Makhluk Perosak 1974 (Akta 149), Akta Cukai Jualan 1972 (Akta 64) &amp; regulations, Perintah Gaji Minimum 2012</i>, etc. Other than that, Manual Procedure Titled: <i>Penilaian Pematuhan Undang - Undang dan Lain - Lain Keperluan</i> (Evaluation of Compliance to Legal and Other Requirements) Doc No: FPI/L2/QOHSE-17.0, issue 2, dated 02.01.08, revised date: 18.07.08 version 1.</p>
MA	2.2	<p>Mill have able to show legal ownership of the occupied land by have land title H.S.(D) # HSD 3348 lot # PT6989 for total 5.427 Ha. Title is registered under name of Felda Palm Industries date on 28 Oct 1998. The condition of title indicated clearly the use of the land for palm oil mill development. This land has covered the mill compound, office building, effluent pond and etc.</p> <p>Sighted evidence of quit rent paid under name by Felda Palm Industries Sdn Bhd latest on 20/01/2016 payment for 5.428 Ha amount of RM10,856 annually.</p> <p>There is evidence that physical markers are located and visibly maintained along the legal boundaries. There is no dispute or customary right issues. If there is any case, FGV has maintained related procedure such:</p> <ul style="list-style-type: none"> <li>Manual Lestari 1A, 3.5 <i>Prosedur Menangani Aduan dan Rungutan</i> Doc No: ML-1A/L2-PR4(0) dated Mar 2012.</li> <li>Manual Lestari 1A, 3.14 <i>Prosedur Mengenalpasti Hak Perundangan dan Adat</i> Doc No: ML-1A/L2-PR13(0) dated Mar 2012.</li> </ul>
MA	2.3	<p>Land status are clear with state land leasehold does not diminish the legal, customary or user rights of other users.</p>

Principle 3: Commitment to Long-Term Economic and Financial Viability																																					
Criterion by Audit	Summary																																				
MA	3.1	<p>Business management plan (provided from year 2018 - 2022) is available during audit time. There are 3 types of budgets in FGV such General Budget, Operational Budget and Re-planting Budget. Sighted document "2018 - 2022 Estimates" by each field name and hectares, immature hectares, yield per hectares and estimated FFB production. This document also includes summary of expenditure, capital expenditure, indirect cost, mature and immature area statement, estimate vehicle &amp; allocation and relevant appendices.</p> <p>Mill also have 5 years business production including volume of receive FFB from 2018 – 2022 from internal and external suppliers. In same document, OER and KER been estimated within range 20.4% – 20.6% and 5.3% - 5.4%. Cost of production estimated to increased trend for next 3 years from RM43.37/MT – RM46.96/MT by 2020.</p> <p>In Lepar Utara 06, crop projection as per "Anggaran BTS Bagi Tahun 2018 – 2022" available until year 2022 contains years of planting, production year, hectare and yearly production estimation. Planting material for this estate consist of clone 12, 198 stands (31%) and DxP 26,338 stands (69%). Yield per ha estimation available for next 3 years showing the trends is increasing from 2019 (19.06), 2020 (19.12), 2021 (19.19) and 2022 (19.25) in MT/ha.</p> <p style="text-align: center;"><b>FFB Received and Production of CPO for 3-year Projection</b></p> <table border="1"> <thead> <tr> <th></th> <th>2018 (RM)</th> <th>2019 (RM)</th> <th>2020 (RM)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td>195,000</td> <td>186,000</td> <td>187,000</td> </tr> <tr> <td>CPO</td> <td>28,766</td> <td>29,181</td> <td>30,097</td> </tr> </tbody> </table> <p style="text-align: center;"><b>Production Cost/MT CPO (For Mill)</b></p> <table border="1"> <thead> <tr> <th></th> <th>2018</th> <th>2019</th> <th>2020</th> </tr> </thead> <tbody> <tr> <td>RM/MT</td> <td>43.37</td> <td>44.56</td> <td>46.96</td> </tr> </tbody> </table> <p style="text-align: center;"><b>Estimation Production Cost / Hectare (financial year Jan – Dec 2018 (Lepar Utara 09 Estate).</b></p> <table border="1"> <thead> <tr> <th>Field</th> <th>Fertilizer</th> <th>Collecting (workers)</th> </tr> </thead> <tbody> <tr> <td>PM9901</td> <td>41,486</td> <td>61,862</td> </tr> <tr> <td>PM0002</td> <td>170,110</td> <td>177,406</td> </tr> <tr> <td>PM0103</td> <td>435,330</td> <td>358,294</td> </tr> <tr> <td>PM0205</td> <td>399,078</td> <td>285,036</td> </tr> </tbody> </table> <p>There is "Polisi Tanam Semula" (Replanting Policy) maintained by FGV from 28 June 2011. This policy stated condition to replanting:</p> <ul style="list-style-type: none"> <li>- Years of planting must be more than 25 years.</li> <li>- For first planting area, average of production less than 16 MT/Ha for continuously 3 years.</li> <li>- Have severe history of pest and disease.</li> <li>- Comply with the local regulation regarding replanting such as mini EIA, PMM and EMP for Sabah &amp; Sarawak Region.</li> </ul>		2018 (RM)	2019 (RM)	2020 (RM)	FFB	195,000	186,000	187,000	CPO	28,766	29,181	30,097		2018	2019	2020	RM/MT	43.37	44.56	46.96	Field	Fertilizer	Collecting (workers)	PM9901	41,486	61,862	PM0002	170,110	177,406	PM0103	435,330	358,294	PM0205	399,078	285,036
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		<p>Replanting will be carried out according to industry best practice as specified in "Manual Ladang Sawit Lestari".</p> <p>Last re-planting done on April 2015, PM88H (Block 12,13 &amp; 13) for 282.01 Ha. Previously planted on 1984/85 for 120 stands. Land series is Renggam (mineral) consist of 10% of flat, 50% of modulating and 40% of hilly area.</p> <p>There is no replanting program in next 5 years as sighted in document "Unjuran Program Tanam Semula" form #RSPO-P3/C.3.1/3.1.2. There no plan for replanting till 2022.</p>
<b>Principle 4: Use of Appropriate Best Practices by Growers and Millers</b>		
<b>Criterion by Audit</b>	<b>Summary</b>	
MA	4.1	<p>Latest manual and SOPs available in place are documented in:</p> <p>'Manual Operasi Kilang Sawit' where 139 SOPs for milling practice is established included of:</p> <ul style="list-style-type: none"> <li>• <i>Felda Palm Industries Sdn. Bhd. Manual Operasi Tajuk: Kawalan Greding BTS Pembekal Luar Felda No. Dokumen: FPI/L3/03-03 Amendment Date 06/11/2013</i></li> <li>• <i>Felda Palm Industries Sdn. Bhd. Manual Operasi Tajuk: Mengisi Minyak CPO Ke Dalam Tanker Lori No. Dokumen: FPI/L3/11-01 dated 02/01/2001</i></li> <li>• <i>Felda Palm Industries Sdn. Bhd. Manual Operasi Tajuk: Kawalan Keluar Dan Masuk BTS Alihantar NO. Dokumen: FPI/L3/01-06 amendment date 31/12/2014</i></li> </ul> <p>'Manual Operasi Makmal':</p> <ul style="list-style-type: none"> <li>• <i>Felda Palm Industries Sdn. Bhd. Makmal-Pengambilan Sampel Amendment Date on 15/11/2010</i></li> <li>• <i>Felda Palm Industries Sdn. Bhd. Penggunaan Alatan Makmal Amendment Date on 15/11/2010</i></li> <li>• <i>Felda Palm Industries Sdn. Bhd. Penyediaan Bahan Kimia Amendment Date on 15/11/2010</i></li> </ul> <p>108 safety operating procedure are available in place as sighted Felda Palm Industries Sdn. Bhd. <i>Senarai Prosedur Kerja Selamat (Pengurusan Keselamatan dan Kesihatan Pekerjaan)</i> reviewed date on 04/04/2017, No. Issue: 22.</p> <ul style="list-style-type: none"> <li>• <i>Prosedur Kerja Selamat Tajuk: Kawalan Am Kenderaan Procedure No.: FPI-PK-002 Isu. No.:3 dated 14/07/2010</i></li> <li>• <i>Prosedur Kerja Selamat Tajuk: Operasi Bahagian Pentadbiran/Jambatimbang Procedure No.: FPI-PK-003 Isu. No.:3 dated 14/07/2010</i></li> <li>• <i>Prosedur Kerja Selamat Tajuk: Operasi Effluent Treatment Procedure No.: FPI-PK-027 Isu. No.:3 dated 14/07/2010</i></li> </ul> <p>'Manual Prosedur System Pengurusan Kualiti Keselamatan, Kesihatan Pekerjaan Dan Alam Sekitar' (QOHSE):</p>

		<p>Felda palm industries Sdn. Bhd. <i>Prosedur system pengurusan kualiti, keselamatan, kesihatan pekerjaan dan alam sekitar (QOHSEMS)</i> amendment date 31/05/2017 listed 26 SOPs:</p> <ul style="list-style-type: none"> <li>• Manual Prosedur Tajuk: Plan Kualiti, Pengenalpastian Hazad, Penilaian Risiko, Penentuan Kawalan Dan Aspek Alam Sekitar (quality planning, hazard identification, risk assessment, determining control, risk environmental aspect) no dokumen: FPI/L2/QOHSE-1.0</li> <li>• Manual Prosedur Tajuk: Kemampuan, Kesedaran Dan Latihan (competency, awareness and training) no dokumen: FPI/L2/QOHSE-5.0</li> <li>• Manual Prosedur Tajuk: Pengurusan Bahan Buangan (Waste Management) No Dokumen: FPI/L2/QOHSE-9.0</li> </ul> <p>SOP for estate operations and Sustainability are well documented and available in place. <i>'Manual Prosedur Pensijilan RSPO Kategori Ladang FGVP M'</i> prepared by Mr. Anthonius Sani (Pengurus Kanan Unit Certification &amp; Due Diligence) reviewed by Mr. Norazam Abdul Hameed (Ketua Unit Certification &amp; Due Diligence) and approved by YM Raja Dato' Zamilia Raja Dato' Seri Mansur (Ketua Jabatan SED Sustainability &amp; Environment Department) outline 25 SOP for sustainable practice. Among the procedure identified are:</p> <ul style="list-style-type: none"> <li>• <i>Pengenalpastian Hazad, Penilaian Risiko Dan Penentuan Kawalan (HIRARC) No Dokumen: FGV/ML-1A/L2-Pr2 No. Isu: 1 effective dated 01/06/2016</i></li> <li>• <i>Pengurusan Makhluk Perosak Perosak Bersepadu (IPM) No Dokumen: FGV/ML-1A/L2-Pr3 No. Isu: 1 effective dated 01/06/2016</i></li> <li>• <i>Pengurusan Makhluk Perosak Perosak Bersepadu (IPM) No Dokumen: FGV/ML-1A/L2-Pr3 No. Isu: 1 effective dated 01/06/2016</i></li> <li>• <i>Kemampuan, Kesedaran Dan Latihan No Dokumen: FGV/ML-1A/L2-Pr5 No. Isu: 1 effective dated 01/06/2016</i></li> </ul> <p><i>'Manual Ladang Sawit Lestari Edisi II'</i> are available for:</p> <ul style="list-style-type: none"> <li>• <i>Pembajaan Sawit (Seksyen 5)</i></li> <li>• <i>Sawit Matang (Seksyen 4)</i></li> <li>• <i>Sawit Pramatang (Seksyen 3)</i></li> <li>• <i>Pembangunan Tanam Semula Sawit (Seksyen 2)</i></li> <li>• <i>Pengurusan Tapak Semaian Sawit (Seksyen 1)</i></li> </ul> <p>37 OSH SOP are available in place and documented in FGVP M Senarai Prosedur Kerja Selamat (Pengurusan Keselamatan Dan Kesihatan Pekerjaan Ladang) reviewed on 13/10/2016 No. Isu: 8. The SOPs included are:</p> <ul style="list-style-type: none"> <li>• <i>FGVPM/L3/PK-04 Prosedur Kerja Selamat Pengendalian Bahan Kimia issued on 01/04/2014</i></li> <li>• <i>FGVPM/L3/PK-25 Prosedur Kerja Selamat Penggunaan Peralatan Perlindungan Diri (PPE)</i></li> <li>• <i>FGVPM/L3/PK-05 Prosedur Kerja Selamat Pengendalian Bahan Buangan Terjadual</i></li> </ul>
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		<p>POM monitor and keep track of revision base on the master list. POM will updated the master list if any revision has been carried. Latest revision is on 20<sup>th</sup> July 2016 with total 22 revisions.</p> <p>Remarks in the master list total revision have been carried after establishment. Sample taken for procedure “Meleraikan buah dari tandan (konvensional) document no. FPI/L3/5-01 total 2 revisions have been carried out since 2001.</p> <p>Mill advisor visit have been carried out on 19<sup>th</sup> and 20<sup>th</sup> July 2017 by Mr Mohamad Radzi Kasim, Mill advisor for Lepar Utara 6 POM. The report sighted in document “Advisory, Findings and recommendations” document no Lepar Utara 6/MRK/ ARJ/19&amp; 20 July 2017/</p> <p>As per report finding, the ripeness is 91.34% during the visit and below the benchmarks 95% and rat damaged and extremely high. Mill advisor already recommended to mill to highlight this issue to supplying estate during the JCC meeting.</p> <p>Mill advisor also found that boiler house jack roof was observed corroded and leaking and should be replace for safety reason.</p> <p>RSPO Internal audit have been carried out on 26-27 April 2017 audited by Mr Mohd Aliff, Mr Azizul Nan Mr. Sameen Mohtafzar and Mr Mohammad Alif from Internal Qohse Department. The report sighted in document reference no. IA/QOSHE/LU6/2017 and scope of the audit are FFB processing to CPO and KPO.</p> <p>Issued raised</p> <ol style="list-style-type: none"> <li>HIRRAC was not updated</li> <li>Calibration did not cover all the processing (authorized gas tester, flowmeter for final discharge and smoke density was not calibrated)</li> </ol> <p><b><u>Lepar Utara 7 Estate</u></b></p> <p>Agronomist visit have been carried on 28<sup>th</sup> March 2017 by Mr Mohd Khairil bin Mohammad Agronomist of Felda Global Venture. The report sighted in the document Bil (58) FGV/KNA/ADV-Report/2017 (FGVPM) signed by Mr Romzi Ishak.</p> <p>Issued have been raised by the agronomist</p> <ol style="list-style-type: none"> <li>The crop achievement is at the low side which 15.84mt/ha decrease 1.81mt/ha (10%) compare to 2015.</li> <li>The palm vigor is average and sighted Mg and K deficiency.</li> <li>VOP’s sighted at block PM98A and PM00D</li> </ol> <p>The agronomist has recommended</p> <ol style="list-style-type: none"> <li>Subsoil Fertilizer applications at PM02F and PM09M with 3 holes and</li> </ol>
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		<p>dosages 2.15kg/holes at PM 02F and 2.5kg/holes at PM09M</p> <ol style="list-style-type: none"> <li>b. To apply empty fruit bunches to repair the soil structure size 2mx 1m with dosage 40mt/ha</li> <li>c. VOP's control using ROUNDUP RAINGUARD with dosages 3L/Ha</li> </ol> <p>IGA internal audit have been carried out on 24<sup>th</sup> and 25<sup>th</sup> August 2017 by SHO department and report sighted in the document IQA/IMS/LFLU7/2017 by Pn Nurul Huda Md Yusof and Mr. Uzair Matamin.</p> <p>The purpose of the audit to verify compliances and effectiveness of practices and the scope is managing of oil palm estate covering field upkeep and cultivation, nursery, harvesting and delivery of FFB to mills.</p> <p>Total 2 Non-conformities have been raised and 3 opportunities for improvement.</p> <ol style="list-style-type: none"> <li>a. Measurement tools for fertilizers are not calibrated. Fertilizers weigh bridge have been calibrated 6<sup>th</sup> February 2017 however no evidence of report</li> <li>b. No management review has been carried out after the SIRIM audit to discuss the issues raised during the audit.</li> </ol> <p>As per stated in the procedure, Manual Operasi, procedure no FPL/L3/03-01, Kawalan Grading BTS di Kilang latest revision 30 December 2014 stated that every lorry/tractor send for FFB need be graded and the grading process monitor base on document, weighbridge ticket, grading form and gate pass.</p> <p>Sighted the POM have complied with the procedure. Sample taken for pass no 01231769-dated 11<sup>th</sup> September 2017, from Lepar Utara 9 Estate total 7.70mt with 14 under ripe, 7 overripe and 32 rat damages.</p> <p><b><u>Lepar Utara 9 Estate</u></b></p> <p>As per mention in the SOP MSL (ED2) Sec 4 (1.0) Mengumpan tikus di ladang sawit, rat census need to be carried out once the 1<sup>st</sup> campaign have been completed 7-10 days after the application, if the consumption rate is more than 20%, 2<sup>nd</sup> round of application need to be carried out.</p> <p>Sighted recommendation by Mr Suhaidi Hamzah, CEO of Felda Global Venture dated 7 June 2017 bil (02) 010810/HQ/JAB.OP.6/Plantations/Penyakit&amp;perosak that rat census need to be carried before application base on sample form have been attached.</p> <ol style="list-style-type: none"> <li>a. Below 5 %- 1 ½ round</li> <li>b. 6-15%- 2 round</li> <li>c. 16-25%-3 round</li> <li>d. More than 25%-4 round</li> </ol> <p>Sighted application of rat bait on August 2017 for block PM07L 553.88Ha total 92 boxes total to date 45 workers.</p>
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		<p>Sighted the FFB received records in the document “Laporan Penerimaan BTS mengikut pembekal tahun 2017”</p> <p>Total 18 internal and external suppliers have been listed and received in financial years 2017.</p> <p>External suppliers for Lepar Utara 6 POM are</p> <ol style="list-style-type: none"> <li>a. Felda Lepar Utara 3</li> <li>b. FGVPM Lepar Utara 10</li> <li>c. FGVPM Lepar Utara 14</li> <li>d. FASSB Kota Gelanggi 5</li> <li>e. FASSB Kota Gelanggi 6</li> <li>f. LKPP Corp Ladang Sungai Rengai</li> <li>g. Kim ma Oil Palm</li> <li>h. Kop Pen JTUT BHd</li> <li>i. Baktimas Sdn Bhd</li> <li>j. Pro Island Enterprise</li> <li>k. Koperasi Serbaguna Felde Lepar Utara 1</li> <li>l. Felde Lepar Utara 1</li> <li>m. Felde Lepar Utara 3</li> </ol> <p>Total 112,096.09mt have been received in year 2017 with OER 18.19% and total value RM 642,768,44.75</p>
MA	4.2	<p><i>Polisi Perlindungan Tanah Curam dan Rizab Sungai.</i> Stated in policy for hilly area:</p> <ol style="list-style-type: none"> <li>a. No oil palm been planted for area more than 25%</li> <li>b. To plant cover crop</li> <li>c. To maintain soft grasses</li> <li>d. To construct terraces to avoid erosion and water flow depend to the condition</li> <li>e. To maintain vegetation over than 25 degrees and increase with HCV forest tree.</li> </ol> <p>For river reserve, to established buffer zone to both side to filter any substances that can pollute the river.</p> <p>As per conversation, soil fertility has been maintained through fertilizer application recommendation by the agronomist of Felde Agricultural Services Sdn. Bhd.</p> <p>Records of fertilizers input maintained in the document “<i>Buku Rekod Kerja Membaja</i>” for Ladang Lepar Utara 7 for block PM00D, PM99B and PM02 F.</p> <p>In April 2017, fertilizers applications based on subsoil application have been applied in PM02F total hectarages 50.29 hectare with dosages 6.50kg/hectare, Felde 10. Total 785 bags of fertilizers have been applied,39.20mt</p> <p>The fertilizers applications have been recorded in stock card and bin card 0284. Total 35,550mt fertilizers have been issued out in April for block PM02F</p>

		<p>and tally with application records.</p> <p><b><u>Lepar Utara 7 Estate</u></b> Soil analysis have been carried out and sighted the soil analysis report dated 4<sup>th</sup> November 2016 scheme code 0284, scheme name FGVPM Lepar Utara 7 Foliar Lab code FRF20180013.</p> <p>As per report stated the pH, nitrogen, phosphorus, Kalium, Magnesium and Organic content.</p> <p><b><u>Lepar Utara 9 Estate</u></b> Sighted procedure for foliar sampling in document “<i>Kaedah Pencontohan Daun</i>” and stated only 1 plot of sampling taken for each block with total 20-25 ha. Total 100 ha will need 4 sampling area.</p> <p>Sighted the foliar sampling report in agronomist report dated 23<sup>rd</sup> March 2017 by Mr. Mohd Khairil. Foliar sampling stated the percentages of NPK, Ca and Mg.</p> <p>Remarks in the report that nutrient content majority at satisfied level but K under normal level and MG majority the normal level.</p> <p>Remarks in the report that nutrient content majority at satisfied level but K under normal level and MG majority the normal level.</p> <p>Nutrient recycling for Lepar Utara 6 POM sighted for EFB applications from January to August 2017 with total 31,960.74mt.</p> <p>Distribution of EFB application as per below</p> <table border="1" data-bbox="778 1227 1232 1402"> <thead> <tr> <th>Estate</th> <th>Mt</th> </tr> </thead> <tbody> <tr> <td>Lepar Utara 7</td> <td>4500</td> </tr> <tr> <td>Lepar Utara 9</td> <td>933.74</td> </tr> <tr> <td>FTJ BOI Power</td> <td>32 171</td> </tr> <tr> <td>HK Gua Musang</td> <td>2411.60</td> </tr> </tbody> </table> <p>Strategies sighted for Felda Lepar Utara 7 for EFB application on 40mt/ha. Total 3893.33has been applied from January until August 2017.</p> <p>During the audit, sighted the transportation records for EFB under Mohd Samsuri Abd Razak, transporter for EFB. <i>Manual Pengurusan Ladang Sawit Lestari Nama Dokumen: GAP-Penyelenggaraan Jalan Pertanian No Dokumen: GAP-2.9 No. Isu: 1 dated 01/09/2006.</i></p>	Estate	Mt	Lepar Utara 7	4500	Lepar Utara 9	933.74	FTJ BOI Power	32 171	HK Gua Musang	2411.60
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MA	4.3	<p>During the audit, sighted the soil map for Ladang Lepar Utara 7 - Siri Tanah. There 14 types of soil series which is Bungor, Alluvium, Jempol,Jeram, Katong, Kedah, Lanchang, Malacca, Munchong, Rasau, Renggam, Segamat. No fragile soil in both estates.</p> <p><i>Polisi Perlindungan Tanah Curam dan Rizab Sungai</i> stated in policy for hilly area:</p> <ol style="list-style-type: none"> <li>No oil palm been planted for area more than 25%</li> <li>To plant cover crop</li> </ol>										

		<p>c. To maintain soft grasses</p> <p>d. To construct terraces to avoid erosion and water flow depend to the condition</p> <p>e. To maintain vegetation over than 25 degrees and increase with HCV forest tree.</p> <p>For river reserve, to established buffer zone to both side to filter any substances that can pollute the river. The road maintenance program has been conducted in January and August for construction of:</p> <ul style="list-style-type: none"> <li>• Spounge pit</li> <li>• Water division</li> <li>• Culvert</li> <li>• Agriculture road</li> <li>• Drainage</li> </ul>																
MA	4.4	<p><b><u>Lepar Utara 6 POM</u></b></p> <p>Water extracted from Sungai Lepar is used for mill processing activities. The water management plan is available in place stated in Felda/FGVPM: <i>Pelan Pengurusan Air Tahun 2017</i>. Mill have established a procedure on managing the effluent in the POM.</p> <p>Analysis certificate for effluent sighted during the audit with certificate no 23 2316/2017 sample no 58/17 dated on 21st August 2017. As per mention in the report, final discharge reading is per below</p> <ol style="list-style-type: none"> <li>a. ph 8.92</li> <li>b. bod 37</li> <li>c. parameter 5000</li> </ol> <p>2<sup>nd</sup> sample of effluent analysis has been taken analysis certificate number 2250/2017 dated 14<sup>th</sup> august 2017</p> <ol style="list-style-type: none"> <li>a. Ph: 7.89</li> <li>b. BOD 55</li> </ol> <p>Mill monitor the water used through the flowmeter have been installed inside the mill. The reading will be carried out daily by Laboratory attendant.</p> <p>Records sighted in the records book, "<i>Rekod Meter Air</i>".</p> <table border="1" data-bbox="577 1552 1410 1688"> <thead> <tr> <th>Month</th> <th>Water used</th> <th>FFB process</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>March</td> <td>20203</td> <td>14190</td> <td>1.42</td> </tr> <tr> <td>April</td> <td>18021</td> <td>12470</td> <td>1.45</td> </tr> <tr> <td>May</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table> <p>As per conversation, the flow meter breakdown from 11<sup>th</sup> May until 31<sup>st</sup> May 2017. The report has been signed by Mr Mohammad Redha Arshad, Badan Kawal Selia Air Pahang.</p> <p><b><u>Lepar Utara 7 Estate</u></b></p> <p>Water management plan sighted in the document "Pelan Pengurusan Air Tahun 2017" prepared by the assistant manager dated 7<sup>th</sup> July 2017 shown water management plan to be implemented in estate. there is no water</p>	Month	Water used	FFB process	Ratio	March	20203	14190	1.42	April	18021	12470	1.45	May	-	-	-
Month	Water used	FFB process	Ratio															
March	20203	14190	1.42															
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May	-	-	-															

		<p>source, course way or water body available in estate compound. Maps of river sighted in the estate which is clearly identified base on the scale 1:50000 ratio. During the site visit sighted that the buffer zone has been established base on the government law. Sighted the signboard of buffer zone and prohibition of any activities such as fishing, hunting and chemical application.</p> <p><b><u>Lepar Utara 9 Estate</u></b></p> <p>Water management plan for Lepar Utara 9 sighted during the audit. As per stated in the water management plan stated that</p> <ol style="list-style-type: none"> <li>Quality of water supply need to be maintained by carried out water analysis base on input and output of the river.</li> <li>To monitor the usage of domestic water</li> <li>To maintain the buffer zone and to avoid any activities especially dealing with chemical inside the buffer zone</li> <li>To promote rain harvesting.</li> </ol>
MA	4.5	<p><i>Pengurusan Makhluk Perosak Bersepadu (IPM) No. Document: FGV/ML-1A/L2-Pr3 No. Isu: 1 effective dated 01/06/2016 showing IPM to be implemented in estate operational activity.</i></p> <p>Integrated management plan sighted during the audit for Lepar Utara 7. The main plan of IPM for the estate is to plant bennificial plant base on the ratio 60:20:20 between Cassia, Turnera and antignonen.</p> <p>Estate also has plan to established the barn owl boxes base on the ratio of 1:20 and will increase the ratio to 1:10 when the occupancy rate achieved 55%. Census of barn boxes sighted twice a year and the occupancy rate recorded is 43%.</p> <p><b>However, evidence of consistency monitoring of the implementation and census records are not updated.</b></p> <p><b>According to the procedure No. SOP MLSL (ED2) Sec 4 (1.0) “Mengumpan Tikus di Ladang Sawit”, a census should be performed after a rat baiting round has been done by calculating the feeding rate. If the rate of affected is still above 20%, an additional round should be made.</b></p> <p><b>Also, no rat census conducted after the first round of rat baiting for both estates.</b></p>
MA	4.6	<p>Summary report of a chemical health risk assessment (USECHH Regulations, 2000) date of assessment on 28/02/2013 done by Mr. Ihsan Sharif (JKKP HIE 127/171-2(85)). 7 unit and 72 chemicals are being assessed as sighted below:</p> <ul style="list-style-type: none"> <li>Laboratory assistant and attendant</li> <li>Water treatment plant operator</li> <li>Boiler maintenance personnel</li> <li>Scheduled waste personnel</li> <li>Workshop personnel</li> <li>Chemical store personnel</li> </ul>

		<ul style="list-style-type: none"> <li>• Diesel storage personnel</li> </ul> <p>Approved list of pesticides sighted in memo from MPOA dated 29<sup>th</sup> January 2008 to all registered members of MPOA branches circular 32/2007 signed by Dato` Mamat Salleh. Total 132 of herbicides and 49 pesticides have been listed.</p> <p>Auditor has counter checked with the chemical register of Lepar Utara 7 estate, total 10 chemicals have been listed and as per approved by MPOA. Cross checked also been carried out to stock and bin card.</p> <p>Letter restriction use of Paraquat dichloride signed by Mr. Suhaidi (CEO Felda Global Ventures Plantations) bil: (27)010810/HQ/JAB.OP.17/PLANTATIONS/AM dated 08/05/2017. The letter circulates the ban of herbicides application that contained Paraquat dichloride.</p> <p>Pesticide record usage are documented in RSPO P4-Amalan Pertanian Baik Rekod Penggunaan Bahan Kimia. Pesticide used are summarized per month sample as below:</p> <table border="1" data-bbox="689 958 1318 1276"> <thead> <tr> <th>Pesticide</th> <th>a. i.</th> </tr> </thead> <tbody> <tr> <td>Ellytech 20 WG</td> <td>Metsulfuron methyl</td> </tr> <tr> <td>Supresate 41</td> <td>Glyphosate isopropyl amine</td> </tr> <tr> <td>Paranox</td> <td>Paraquat dichloride</td> </tr> <tr> <td>Garlon Mix</td> <td>Aminopyralid potassium/triclopyt-butotyl</td> </tr> <tr> <td>Butik Super</td> <td>Chlorophacinone</td> </tr> <tr> <td>Metfuron</td> <td>Metsulfuron methyl</td> </tr> </tbody> </table> <p>The usage and application areas of the pesticide is recorded in 'Rekod Racun Tahun 2017 % Pengiraan a.i/hektar &amp; a.i/tan bts'.</p> <p>Medical surveillance report 2017 FGV Plantation (M) Sdn. Bhd. 'Organophosphate Exposure' by Dr. Halim Bin Ishak (JKKP HQ/08/DOC/00/387). 59 employees had undergone medical test dated 29/03/2017</p> <ul style="list-style-type: none"> <li>• Certificate of fitness to Sprayer showed test conducted for physical examination, blood, urine, spirometry and cholines indicated normal result and he is medically fit to carry out his work</li> <li>• Certificate of fitness to Suspendi Rahman (sprayer showed test conducted for physical examination, blood, urine, spirometry and cholines indicated normal result and he is medically fit to carry out his work</li> <li>• Certificate of fitness to Taufik Hidayat (sprayer) showed test conducted for physical examination, blood, urine, spirometry and cholines indicated normal result and he is medically fit to carry out his work</li> </ul>	Pesticide	a. i.	Ellytech 20 WG	Metsulfuron methyl	Supresate 41	Glyphosate isopropyl amine	Paranox	Paraquat dichloride	Garlon Mix	Aminopyralid potassium/triclopyt-butotyl	Butik Super	Chlorophacinone	Metfuron	Metsulfuron methyl
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		<p>All 59 workers are medically fit to carry out their work as sighted their documented test result</p> <p>Chemical Health Risk Assessment Felda Global Ventures Plantations (M) Sdn. Bhd, in Compliance to Regulation 9 Under Occupational Safety and Health (Use and Standard of Exposure of Chemicals Hazardous to Health) Regulation 2000 is available in place showing pesticide allowable to be used in estate. In Lepar Utara 06 POM, chemical hazard risk assessment has been carried out by National Institute of Occupational safety and health reference no 03-04/02/CHRA/2014/97 JKPP# PK1419 report prepared by Mr Nor Mohd Razif Noraini JKPP HIE 127/171-2(286) checked by Mr Yuzainie Yusof and approved by Mr Haji Mohd Esa Baruji. Senior Manager CRD, NIOSH.</p> <p>As per mention in the CHRA report, the assessment cover area</p> <ol style="list-style-type: none"> <li>a. Laboratory</li> <li>b. Water treatment</li> <li>c. Boiler plant</li> <li>d. Workshop maintenance</li> <li>e. Schedule waste yard</li> <li>f. Lubricant and diesel storage</li> <li>g. Chemical.</li> </ol> <p>As per recommendation, POM need to implement safe work systems and practices that can minimize the exposure and to contact to chemical hazardous to health. To carry out medical surveillance for Laboratory personnel and workshop foreman as per chemical used.</p> <p>List of workers that exposed to chemical sighted in the document <i>Senarai Petugas KS Lepar Utara 6</i> revised on March 2017. Total 6 workers for laboratory and 11 workers for foreman.</p> <p>Safe works Procedure for spraying has been establish and sighted in the document "<i>Prosedur Kerja Selamat Kerja Meraacun</i>".</p> <p>List of sprayers also sighted with total 17 sprayers has been listed in the list. The auditor checks the PPE issuance for each sprayer and there is evidence that the workers has been provided and equipped with proper PPE as per stated in the CHRA. During site visit also, there is evidence that all the sprayers has been given and wear proper PPE.</p> <p>Training for chemical handler also sighted that consist of sprayers, store keeper and chemical mixer carried out by the supervisor. List of updated chemical operator sighted in the document "<i>Senarai Nama Pekerja Bagi Lepar Utara 7</i>" revised on March 2017 approved the estate manager.</p> <p>Medical check-up for chemical handler sighted and sample has been taken for</p>
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		<p>5 sprayers. The medical check-up has been sent to Dr Halim Ishak HQ/08/DOC/00/387 for examination and sighted the slips of check-up at 8<sup>th</sup> August 2017.</p> <p>The results of the medical check-up still pending and per the conversation, the medical report will come out in 1 months' time.</p> <p>Pesticide record available until Mac 2017 in 'Rekod Racun Tahun 2017 % Pengiraan a.i/hektar &amp; a.i/tan bts' shown 4 types of pesticides used as below:</p> <table border="1" data-bbox="687 577 1321 808"> <thead> <tr> <th>Pesticide</th> <th>a. i</th> </tr> </thead> <tbody> <tr> <td>Supresate 41</td> <td>Glyphosate isopropyl amine</td> </tr> <tr> <td>Garlon Mix</td> <td>Aminopyralid potassium/ triclopyt-butotyl</td> </tr> <tr> <td>Butik Super</td> <td>Chlorophacinone</td> </tr> <tr> <td>Metfuron</td> <td>Metsulfuran methyl</td> </tr> </tbody> </table> <p>The demonstration of compliance in accordance to the Occupational Safety and Health Act 1994 [Act 514] P.U. (A) 131/2000 Occupational Safety and Health (Use and Standards of Exposure of Chemicals Hazardous to Health) Regulations 2000 is being followed as a guideline for the estate.</p> <p>During the site visit, the estate has properly managed the chemical store and equipped with proper emergency tools if needed.</p> <p>Shower and emergency wash also sighted and the auditor tested and find out that it is functioning.</p> <p>The auditor also checks the 1<sup>st</sup> aid and there is evidence that the 1<sup>st</sup> aid has been properly maintained and updated.</p> <p>SOP <i>Pengurusan Sisa Pepejal</i> no. document: FGV/ML-1A/L2-Pr19 No. Issue: 1 effective dated 01/06/2016 for handling of empty chemical containers.</p> <p>As mentioned in the "Panduan Pengurusan Bekas Racun Terpakai" issued by the Department of Agriculture Malaysia, the former used poison should be washed three times and discharged. Used poisons should not be used for other purposes.</p> <p><b>Felda Lepar Utara 7:</b> During a visit to the chemical store area and equipment store, it is noted that the used chemical containers used was not washed, punctured and stored with other work tools including personal protective equipment.</p> <p><b>Felda Lepar Utara 9:</b> The use chemical containers were seen in the workers' dormitory during a visit to the area. The management failed to ensure the needed of used chemical container to be disposed.</p>	Pesticide	a. i	Supresate 41	Glyphosate isopropyl amine	Garlon Mix	Aminopyralid potassium/ triclopyt-butotyl	Butik Super	Chlorophacinone	Metfuron	Metsulfuran methyl
Pesticide	a. i											
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MA	4.7	<p><b>Lepar Utara 06 POM:</b> An occupational safety and health policy for Lepar Utara 6 POM are in place and sighted during the audit. In document "Occupational Safety and Health Policy Section 16, OSH 1994" In the policy stated that FGV will strive to</p>										



		<p>comply with all relevant occupational safety and health regulation, guidelines, industry code of practices and internal OSH policy. Stated also FGV shall</p> <ol style="list-style-type: none"> <li>a) Determine responsibilities and accountabilities of all level of management and workers towards OSH requirement</li> <li>b) Provide and maintain safe and healthy work environment for all employee, contractor and visitors.</li> <li>c) Ensure discussion between management and workers to plan, implement, evaluate and undertake improvement measure to enhance OSH performance</li> <li>d) Allocate appropriate resources to prevent accident including providing sufficient personal protective equipment and welfare facilities to employees.</li> <li>e) Inculcate awareness and cultivate OSH ownership among all employees by providing training education</li> </ol> <p>Risk assessment have been carried out and the report sighted in the document <i>"Borang HIRADC (Pengenalpastian hazard, penilaian risiko, dan penentuan kawalan)</i> form No. FPI/L4/QOHSE-1.4 Pind 1.</p> <p>Risk assessment have been carried for all the works station prepared by person in-charge for each works station and check by Deputy QOHSEMR, assistant manager and POM manager. Sample taken for risk assessment for laboratory sterilizers operator.</p> <p>Safe working procedure sighted for Lepar Utara 6 POM in the file <i>Procedure Kerja Selamat Pengurusan Keselamatan dan kesihatan pekerjaan</i> prepared by SHO Wilayah, Mr Fadzli Mahadi, checked by executive HSE Mr Zulkefli and approved by General Manager HSE, Mr Rafi Ramli. Sample taken for procedure FPI-PK-039 <i>"Pencucian nut/kernel silo dan kernel bunker"</i>.</p> <p>As per stated in the procedure, the objective, scope, definition and responsibilities and the procedure (before/during/ after) works.</p> <p>Responsible person has been identified for Lepar Utara 6 POM. Mr Mokhtar Nordin have been appointed as chairman and Mr Abdul Halim Afandi bin Mohamad Yusof as secretary. Total 10 representatives from employer and 10 representatives from employee.</p> <p>Meeting to discuss issues regarding safety and health have been carried once in 3 months. Minutes meeting sighted in the document minutes <i>"Mesyuarat keselamatan dan kesihatan pekerja"</i> dated 19<sup>th</sup> June 2017 attended by 16 persons while 8 absenteeism.</p> <p>Issues raised during the meeting</p> <ol style="list-style-type: none"> <li>a) Accident cases happen on 16<sup>th</sup> June 2017, the contractor workers fall down from the tractor. The investigation and accident report has been discussed during the meeting. The investigation team has</li> </ol>
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		<p>declared the process of investigation and reporting has been settle base on the company procedure.</p> <p>b)Preparation for the POM closure due to maintenance. Estate discussed on the issues regarding diversion of FFB to other POM since Lepar Utara6 POM will be closed for maintenance. Allocation of POM as per discussed in JCC meeting.</p> <p>c) The management has approved to set up housing grill for each employee house in order to maintain the safety of labor lines. The estate is discussing the progress of works that have been started in June 2017 and the process is still in progress.</p> <p>Emergency procedure sighted in procedure no FPI/L2/QOHSE-14.0 (a) <i>Kesedian Menghadapi Kecemasan</i> (Emergency preparedness and response). Procedure covered for fire, accident, chemical spillage.</p> <p>Sighted the organization chart for first aider and emergency response in the document <i>Senarai Nama AJK PBSM dan Bomba sesi 2015-2017</i>. Chaired by Mr Zul fahimy bin Omar and coordinator Mohamad Azahar sharif. First aider lead by Mr Saharuddin M. Sapuan and emergency response team lead by Mr Syed Kamarul bin Syed Mohd.</p> <p>Training program for emergency respons team sighted in the document <i>Perancangan Kursus dan Latihan Pasukan Kecemasan</i> prepared by Mr khairul anuar and approved by Mr Abdul Halim. Training that have been program is Preparation for emergency, fire drill, ERP training-spillage, First aid, fire fighter training and fire drill.</p> <p>Sighted the skill competency form for Mr Sidek bin Awang Latif and Mr Mohd Azuz Ramli for the OSH training that have been provided.</p> <p>Accident happen dated 16<sup>th</sup> June 2017 at vertical sterilizers area contractor name Rico Andrean, Indonesian workers. Stated in the record, the workers felt down while going down from the platform. Right feet breakdown and injured on the face. The workers have been sent to Hospital Temerloh for treatment. The JKKP 6 form sighted dated 17<sup>th</sup> June 2017. All the workers have been covered under AIA insurance for foreign workers and for local cover under Socso.</p> <p>Sighted of the insurance policy for all the Indonesian workers and payment made to the Socso for local workers for May 2017.</p> <p>Sighted the JKKP 8 forms to record the occupational injuries shall be recorded using lost time accident metric. signed by Mr Mokhtar Nordin.</p> <p>Details of JKKP 8 form as Total accident-1, Accident rate 11.90, Severity rate</p>
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		<p>2222.04 and Frequency rate 11.90.</p> <p><b><u>Lepar Utara 7 Estate &amp; Lepar Utara 09:</u></b></p> <p>In estates, FGV have established OSH policy dated 30<sup>th</sup> March 2012 and revised 1<sup>st</sup> February 2017 and signed by Mr. Suhaidi Hamzah, chief executive officer of FGVPM Sdn Bhd. In the policy stated that:</p> <ol style="list-style-type: none"> <li>a) Establish occupational safety and health committee as well as organize awareness campaign and foster sense of responsibilities</li> <li>b) provide maintain ensure work premises, equipment and work system as far as practicable, safe and without health risk for employees and other parties</li> <li>c) provide continuous competency training through allocation and resources accordingly</li> <li>d) continual improve to OSH management systems and OSH performance to develop a safe and health work place.</li> <li>e) Commitment to prevent injury, occupational ill health, disease, damages to property, damage to the environment and the occurrence of near miss accident.</li> </ol> <p>Chemical hazard risk assessment has been carried out on 25<sup>th</sup> April 2014 by Zone Safety Technology Sdn Bhd, signed by the Chief Executive officer, Mr. Zulkipli Mahmuddin.</p> <p>Recommendation base on CHRA are suitable training for chemical handler, chemical toxicity, safety in use of chemical, emergency respond plan first aid response suitable PPE, available SDS to employees, chemical register list.</p> <p>Sample have been taken for "Ronda kawalan ternakkan". Analysis base on probability, severity and score. From the score achieved, the estate identified the risk factor for each hazard identified.</p> <p>Every estate operation should be identified as a hazard identification as shown in "HIRADC Form (Hazard identification, risk assessment, and control determination) Form No. FPI / L4 / QOHSE-1.4 Pind 1.</p> <p><b>However, there is no danger identification for "Night patrols to monitor elephants" activity conducted in estate.</b></p> <p><b>Using of Paraquat is not identified in the latest Chemical Hazard and Risk Assessment (CHRA) dated 25 May 2013.</b></p> <p><b>Training of safe work procedure sighted 16 November 2015 and the training records sighted prepared by Pn Alsyah Ismail with attendance of 27 workers. The objective to avoid any unwanted weeds with safe working attitude.</b></p> <p>Training of safe work procedure sighted 16 November 2015 and the training records sighted prepared by Pn Alsyah Ismail with attendance of 27 workers.</p>
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		<p>The objective to avoid any unwanted weeds with safe working attitude.</p> <p>Responsible person has been identified for Lepar Utara 7 Estate. Mr Mr Ismail Ibrahim have been appointed as chairman and Mr Uzai Matamin as secretary. Total 4 representatives from employer and 4 representatives from employee.</p> <p>Meeting to discuss issues regarding safety and health have been carried once in 3 months. Minutes meeting sighted in the document minutes “Mesyuarat keselamatan dan kesihatan pekerja” dated 21<sup>st</sup> June 2017 2017 attended by 9 persons while 2 absenteeism.</p> <p>Issues discussed during the meeting.</p> <ol style="list-style-type: none"> <li>a) Accident records for the last 3 months from the last OSH meeting, total only 1 accident with 4 days lost of time works due to the harvester had fronds cut while cutting the fronds</li> <li>b) Safe works procedure training has been carried out for all the sprayers of Felda Lepar Utara7 Estate however, there is pending of PPE training for sprayer. The management urge the person in-charge to expedite the training to ensure all the workers has good knowledge on PPE usage</li> <li>c) Works inspection has been carried out for each operation and every operation has achieved satisfactory level. The management has set objective to maintain the good condition of work place and to ensure all the workers aware about the management objective.</li> <li>d) The chairman remind that first aid need to be updated and checked once in 6 months by the Hospital assistant. This important to ensure the 1<sup>st</sup> aid is readily used at any time. The first aider is responsible to their 1<sup>st</sup> aid to ensure that they send the 1<sup>st</sup> aid to hospital assistant for every 6 months.</li> </ol> <p>One accident happens on 4<sup>th</sup> February 2017 and accident report sighted in JKPP 6 form sent to the JKPP dated 6<sup>th</sup> February 2017 roc no 232400-U reported by Mr Mukhtaruddin Adb Rahman.</p> <p>The accident happens to workers name Asadul passport no AF 8300398 from Bangladesh at block PR 15N. Sighted the explanation of the accident, the accident happen attack by the buffalo. Meeting minutes sighted to discuss the accident on 6<sup>th</sup> February 2017 with attendance all the OSH organization. All the workers cover under the insurance for foreigner workers. Sample for insurance policy has been taken for agent no 0026494 policy no w5020607 Expired date 18<sup>th</sup> March 2018 for 2 Indonesian workers</p> <ol style="list-style-type: none"> <li>a. Mayanah Passport nos. AS255541</li> <li>b. Rumawan passport no. A6734790</li> </ol> <p>Memo for all the cattle owner have been established by the manager to prohibited all the animal to be in Felda Lepar Utara 9</p>
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MA	4.8	<p><b><u>Lepar Utara 6 POM</u></b></p> <p>Training plan program was outlined for the whole 2017. Verified Jadual Latihan Untuk Petugas/Kontraktor, Kilang: Tahun: 2017 prepared by the assistant estate manager and approved by the estate manager</p> <p>The training scheduled for:</p> <ul style="list-style-type: none"> <li>Awareness training for QOHSE (ISO 18001/14001/9001), RSPO &amp; ISCC</li> <li>Safety operating procedure</li> <li>Emergency response procedure</li> <li>Chemical handling</li> <li>HIRARC</li> </ul> <p>Training records sighted for each of the training that has been carried in the training records file. Sample has been taken for:</p> <ul style="list-style-type: none"> <li>Thresher training dated 19/08/2017</li> <li>QOHSE awareness dated 01/03/2017</li> <li>Safety operating procedure dated 12/08/2017</li> <li>Thresher training dated 19/08/2017</li> <li>QOHSE awareness dated 01/03/2017</li> </ul> <p><b><u>Lepar Utara 7 Estate</u></b></p> <p>Training plan such as PPE, spraying, harvesting, new workers, environment, OSH, medical surveillance etc. is shown in Program OSH 2017, Ladang Lepar Utara 7.</p> <p>Training records sighted for each of the training that has been carried in the training records file. Sample has been taken for:</p> <ul style="list-style-type: none"> <li>Attended spraying training dated 26/01/2017</li> <li>PPE training dated 26/01/2017</li> <li>Pesticide application training dated 06/02/2017</li> <li>Company policies training dated 16/01/2017</li> </ul>

		<ul style="list-style-type: none"> <li>• HIRARC/HAZAD training dated 26/01/2017</li> <li>• Harvesting training 07/02/2017</li> <li>• Heavy machinery training fated 06/02/2017</li> </ul> <p>These training records are available in <i>Rekod Latihan Petugas</i>.</p> <p><b><u>Lepar Utara 9 Estate</u></b></p> <p>Training program stated in <i>Program Latihan 2017</i> Ladang FGVP M Lepar Utara 9 for program such as OSHA, pesticide, PPE, fire burning, new workers and triple rinse, sexual harassment, ERP, HIRARC etc. is available in place. The realization and planned date is showed.</p> <p>Training records sighted for each of the training that conducted by estate manager has been carried in the training records file. Sample has been taken for:</p> <ul style="list-style-type: none"> <li>• Tractor Driving Training 08/11/2016</li> <li>• Open Burning Training dated 19/07/2017</li> <li>• Butik S Application Training dated 25/07/2017</li> <li>• PPE and Safety Training dated 17/07/2017.</li> </ul>
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**Principle 5: Environmental Responsibility and Conservation of Natural Resources and Biodiversity**

Criterion by Audit	Summary	
MA	5.1	<p><b><u>Lepar Utara 6 POM</u></b></p> <p>Environmental Impact Assessment SOP: FPI/L2/QOSHE-1.0 was established procedure in 2/01/2008 and was amended on 23/11/2016 with title “<i>Prosedur Terperinci Mengenalpasti Aspek Alam Sekitar</i>”.</p> <p>Based on the Environmental Impact Assessment SOP FPI/L2/QOSHE-1.0, the mill has conducted, reviewed and updated environmental impact assessment (EIA) for its activities in document titled “<i>Lepar Utara 6 POM Environmental Aspect and Impact Identification and Risk Assessment</i>”. The last review and update of EIA for the mill was done by 14/08/2017 prepared by Mr. Mustafa Walid. The in-house EIA done for the mill operation has covered key activities such as Effluent pond, steriliser, boiler operation, weighbridge, etc. Consultation on EIA is done with stakeholders is done during annual JCC. Sighted last stakeholder meeting (that was conducted on 25/1/2017 which has included discussion on EIA &amp; SEIA.</p> <p>For activities that been identified having high risks, the management has identified mitigation measures in “<i>Lepar Utara 6 POM Objective</i>” dated 1/01/2017 prepared by Mr. Abd Halim order reduce negative impact to environment. There is no specific time table been established as most of the mitigation measures are permanent features or continues implementation</p> <p>Example of mitigation measure identified as Activity - Discharge of Sludge → Water Pollution → Mitigation Measure – Daily pipe observation, to cover oil at separator before discharge, treatment of sludge at effluent treatment plant.</p> <p>The mill reviews mitigation measures identified in its Environmental Impact Assessment register once every year. The latest review and update of EIA for the mill was done on 1/01/2017 prepared by Mr. Abd Halim.</p>

		<p>Monitoring of the effectiveness of mitigation measures are also monitored through daily, weekly and monthly checklist. Sighted latest monitoring checklist for “Weekly checklist On Sterilizer Station”.</p> <p>Internal Audit is also used for monitoring effectiveness of mitigation measures. Sighted latest report of internal audit conducted on 25&amp;26/04/2017 by Mr Ahmad B. Sahar, Mr Azizul Nan and Mr Mohd Alif which has stated EIA need to update for new vertical sterilizer.</p> <p><b><u>Lepar Utara 7 Estate and Lepar Utara 9 Estate</u></b> Procedure for Environmental Impact Assessment SOP: ML-1A/L2-Pr1 (0) was established in 1/6/2016. The company has re-established Environmental Impact Assessment Procedure titled “Pengenalpastian Aspek Impak Alam Sekitar, Penilaian Risiko Dan Penentuan Kawalan” SOP ML-1A/I2-Pr1 (0) in 1/6/2016.</p> <p>Based on the Environmental Impact Assessment SOP ML-1A/I2-Pr1 (0), the estate has conducted, reviewed and updated environmental impact assessment (EIA) for its activities in document titled “Lepar Utara 7 Estate Environmental Aspect and Impact Identification and Risk Assessment”. The last review and update of EIA for the estate was done by 1/06/2017 prepared by Ms. Nurul Huda Bt. Yusof.</p> <p>The in-house EIA done for the estate operation has covered key activities such as Spraying, transportation, pest and disease, harvesting, weighbridge, road construction etc. The EIA assessment includes identification of estate activities, aspect and impacts for each the identified activities and risk assessment.</p> <p>Consultation on EIA is done with stakeholders is done during annual JCC. Sighted last stakeholder meeting (that was conducted on 25/1/2017 which has included discussion on EIA &amp; SEIA.</p> <p>For activities that been identified having high risks, the management has identified mitigation measures in “Pelan Pengurangan Impak Alam Sekitar dan Mengawal Pencemaran” dated 1/01/2017 prepared by Mr. Uzair order reduce negative impact to environment.</p> <p>The estate reviews mitigation measures identified in its Environmental Impact Assessment register once every year. The latest review and update of EIA for the estate was done on 1/06/2017 prepared by Mr. Uzair Mat Amin.</p> <p>Monitoring of the effectiveness of mitigation measures are also monitored through daily, weekly and monthly checklist. Sighted latest monitoring checklist for “Daily tractor checklist for maintenance”.</p>
MA	5.2	<p>There is no HCV declared as per survey form conduct on 24/7/2017. The estate has conducted in house Biodiversity assessment on 19/07/2017 by the estate management staff based on document titled “Laporan Biodiversity” SOPFGV/ML-1A/L2-Pr17, 1/6/2016 which was established by company’s CDD Unit. There is no HCV found as per report. There is river run across the estate (Sungai Tekam &amp; Sungai Kejal)</p> <p>All the river land alongside the estate area. The estate is surrounded by smallholders and there is Berkelah forest reserved. The latest In-house Biodiversity Assessment was conducted on 19/07/2017 by CDD Exec Mr Yaslam Mohammad Salleh. Based on Biodiversity report stated estate</p>

		<p>management establish Biodiversity action plan “Pelan Pengurusan Biodiversity Ladang Lepar Utara 7” to provide:</p> <ul style="list-style-type: none"> <li>- Signage</li> <li>- Clear and manage boundary marker.</li> <li>- To identify boundary stone</li> <li>- Designated Buffer zone area</li> <li>- Liaise with Department of Forestry, PERHILITAN, JPS, etc.</li> </ul> <p>This management plan prepared by Mr. Ismail B. Ibrahim on 13/1/2017</p> <p>Estate management conduct HCV awareness briefing to all estate staff, workers and stakeholder on 8/4/2017 and 19/7/2017 to create awareness. The briefing was conducted by Mr Yaslam.</p> <p>Estate management establish map to identified Biodiversity area as per “Peta Kawasan Biodiversiti” in Biodiversity report.</p>
MA	5.3	<p><b><u>Lepar Utara 6 POM</u></b></p> <p>The mill has identified waste generated by the mill and sources of pollution in document titled “Pengurusan Bahan Buangan FPI/L2/QOSHE-9.0” dated 2/01/2008 and was amended on 15/9/2014. The mill has identified 3 types waste products generated from the mill and sources of pollution. The above waste management plan “Pelan Tindakan Untuk Bahan Sampingan Di Kilang” has identified waste products, sources of pollution, mitigating measures, target, PIC, Mr Mustafa Walid.</p> <p>Chemical waste and empty chemical containers generated from mill operations are disposed in accordance with Schedule waste regulation as specified in the mill waste management plan and as well as in the company SOP: FPI/L2/QOSHE-9.0.</p> <p>During site visit sighted mill’s wastes are stored in proper Scheduled Waste Store at designated location distanced from the mill area. The Store Keeper has maintained list of waste collected and deposited in the scheduled waste store with latest update.</p> <p>Mill’s scheduled wastes are disposed by Waste disposal contractor Kualiti Alam Sdn Bhd who has valid SW licence no.: 004993 from DOE valid 30/04/2018. Mill maintains records of schedule wastes that it has disposed through the schedule waste contractor. Sighted following scheduled waste disposal record for the mill:</p> <ul style="list-style-type: none"> <li>- Consignment Note No.: 0007737, dated 14/08/2017 for disposal SW 305 Used Lub. Oil</li> <li>- Consignment Note No.: 0112646, dated 07/03/2016 for disposal of SW 410 Used filter</li> </ul> <p><b>Latest disposal on 14/8/2017 previous disposal on 3/1/2017 223 days - more than 180 days as per EQA SW 2005 and copy of consignment note that waste generator need to submit to DOE still available in the file.</b></p> <p><b><u>Lepar Utara 7 Estate &amp; Lepar Utara 9 Estate</u></b></p> <p>Procedure SOP ML-1A/L2-Pr19(0), title <i>Pengurusan Sisa Pepejal</i>, use dated 1/6/2016 and SOP ML-1A/l2-Pr1(0) “Prosedur Terperinci Mengenalpasti Aspek</p>



		<p><i>Alam Sekitar</i>". List of waste, 5 items identified:</p> <ul style="list-style-type: none"> <li>• Commercial Waste</li> <li>• Construction Waste</li> <li>• Household Waste</li> <li>• Industrial Waste</li> <li>• General Waste</li> </ul> <p>The waste management plan "<i>Pelan Tindakan Untuk Mengurangkan Pencemaran</i>" has identified Waste product, sources waste, sources of pollution, plan to reduce pollution, target, person responsible Mr. Uzair.</p> <p>Pesticide empty chemical containers after triple rinse (not categorized as schedule waste) were send to approved contractor G-Planter for disposal as per FGVPM/L3/PK-04 "<i>Prosedur Kerja Selamat-Pengendalian Bahan Kimia (4.6.5)</i>").</p> <p>Recycle container (153 units) was sell to Jerantut Recycle Trading. Record is available in "<i>Rekod Tong Racun Kosong</i>". There is no scheduled waste declare by estate management during audit. Domestic waste is disposed weekly to landfill at block 99C. <b>Found during site verification, rubbish was improper manage and not collected by estate management at Workers' Hostel as per Domestic waste collection plan.</b></p>																																				
MA	5.4	<p>The mill monitors usage of diesel for genset operation and mill heavy vehicles. Following is the diesel usage record sighted for year 2017 for the mill based on litre/ Mt FFB.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Diesel (Litre)</th> <th>FFB (Mt)</th> <th>Litre/MT FFB</th> </tr> </thead> <tbody> <tr> <td>May 2017</td> <td>5932</td> <td>19580</td> <td>0.303</td> </tr> <tr> <td>June 2017</td> <td>5948</td> <td>13930</td> <td>0.427</td> </tr> <tr> <td>July 2017</td> <td>8984</td> <td>22080</td> <td>0.407</td> </tr> </tbody> </table> <p>The estate monitor usage for tractor, lorry and generator set. Following is record for diesel year 2017 sighted as below:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Diesel (litre)</th> <th>FFB (MT)</th> <th>Litre/MT FFB</th> </tr> </thead> <tbody> <tr> <td>May 17</td> <td>2811</td> <td>3068.35</td> <td>0.92</td> </tr> <tr> <td>Jun 17</td> <td>5514</td> <td>2359.99</td> <td>2.34</td> </tr> <tr> <td>July 17</td> <td>4157</td> <td>3345.14</td> <td>1.24</td> </tr> <tr> <td>Aug 17</td> <td>3324</td> <td>2856.16</td> <td>1.16</td> </tr> </tbody> </table>	Month	Diesel (Litre)	FFB (Mt)	Litre/MT FFB	May 2017	5932	19580	0.303	June 2017	5948	13930	0.427	July 2017	8984	22080	0.407	Month	Diesel (litre)	FFB (MT)	Litre/MT FFB	May 17	2811	3068.35	0.92	Jun 17	5514	2359.99	2.34	July 17	4157	3345.14	1.24	Aug 17	3324	2856.16	1.16
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MA	5.5	<p>Zero burning policy was established and included in FGV Sustainability Policy date 01/06/2016 signed by CEO, Mohammed Emir Mavani Abdullah. Open burning in relation to new planting, re-planting or other development is not allowed and this was communicated to all employee.</p> <p>There is replanting in estate area. During replanting process, the old palm to be felled, chipped and pulverised and been remained in the field for self-composed. There is policy for open burning stated "<i>Tiada seorang pun petugas atau pekerja FGV atau kontraktor FGV membenarkan atau menyebabkan pembakaran terbuka</i>".</p>																																				
MA	5.6	<p><b><u>Lepar Utara 6 POM</u></b></p> <p>Mill's pollutants including greenhouse gas emission are identified in "<i>Borang</i></p>																																				

		<p><i>Daftar Aspek Impak Ketara Alam Sekitar''</i> dated 14/08/2017 prepared by Mustafa Walid in order reduce negative impact to environment.</p> <p>Assessment polluting activities conducted periodically by the mill management. Following is example of assessment of mill's polluting activities sighted.</p> <ul style="list-style-type: none"> <li>Sighted Stake emission monitoring report for Boiler no.3 dated 25/5/2017 carried by MAREFF Management Sdn Bhd. Result reported: May 2017 between 10.55 to 11.33 am show that the average particulate emission level of stack No.3 was 0.272g/Nm if corrected to 12% CO2. The test result is in compliance with clean air regulation.</li> <li>Sighted boundary monitoring report dated 20<sup>th</sup> October 2015 carried by Industrial Safety Management Services (M) Sdn Bhd. The monitoring result in indicates that day time noise level does not exceed 70 dBA and night time noise level does not exceed 60 dBA as set by DOE.</li> </ul> <p>The mill monitors its POME effluent quality on monthly basis.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Total (L)</th> <th>BOD</th> <th>COD</th> <th>Total Nit.</th> </tr> </thead> <tbody> <tr> <td>May 2017</td> <td>10308</td> <td>63</td> <td>458</td> <td>141</td> </tr> <tr> <td>June 2017</td> <td>7317.21</td> <td>66</td> <td>430</td> <td>101</td> </tr> <tr> <td>July 2017</td> <td>12071.60</td> <td>61</td> <td>502</td> <td>58</td> </tr> </tbody> </table> <p>Record monitoring of diesel, FFB, Electric and Water documented by mill management.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Diesel (Litre)</th> <th>FFB (Mt)</th> <th>Electric KWJ</th> <th>Water</th> </tr> </thead> <tbody> <tr> <td>May 2017</td> <td>5932</td> <td>19580</td> <td>3933.60</td> <td>19078</td> </tr> <tr> <td>June 2017</td> <td>5948</td> <td>13930</td> <td>2920.90</td> <td>18396</td> </tr> <tr> <td>July 2017</td> <td>8984</td> <td>22080</td> <td>4625.10</td> <td>28440</td> </tr> </tbody> </table> <p>The mill management is monitoring its greenhouse emission by means of measuring factors that contribute to the greenhouse gas emission. These factors are monitored by monthly basis by respective operating units. GHG policy was established and included in FGV Sustainability Policy date 25/08/2016.</p> <p><b>Air emission Monitoring for Boiler 3:</b> Sighted Stake emission monitoring report for Boiler no.3 dated 25/5/2017 carried by MAREFF Management Sdn Bhd.</p> <p>Result reported: May 2017 Solid Particles (dust) :0.31g/Nm3 Emission of Oxide of Nitrogen: 0.07 g/Nm3 Sulphuric acid mist – Not detected The emission of all parameter tested were within the Environmental Quality (Clean Air) Regulation 1978 limits</p> <p><b>Monthly ETP samples for Analysis</b></p>	Month	Total (L)	BOD	COD	Total Nit.	May 2017	10308	63	458	141	June 2017	7317.21	66	430	101	July 2017	12071.60	61	502	58	Month	Diesel (Litre)	FFB (Mt)	Electric KWJ	Water	May 2017	5932	19580	3933.60	19078	June 2017	5948	13930	2920.90	18396	July 2017	8984	22080	4625.10	28440
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		<p><b>Date: 11/07/17</b></p> <ul style="list-style-type: none"> <li>• Raw Effluent</li> <li>• De-oiling Tank</li> <li>• Cooling Pond</li> <li>• Anaerobic Pond</li> <li>• Ravine Pond</li> <li>• Final Discharge</li> </ul> <p>All pollution was monitored and mill management has been established plan “Aktiviti Kilang Yang Menyebabkan Pelepasan Gas Rumah Hijau/Pencemaran” to reduce and monitor GHG. This plan is approved and monitor by mill manager Mr. Mokhtar. Input such diesel usage, POME Treatment, disposal EFB, organic waste, recycle waste and usage.</p> <p>GHG was calculated by FGV sustainability department using modified version PalmGHG, latest value 0.16 tCO<sub>2</sub>e/t FFB.</p> <p><b><u>Lepar Utara 7 Estate &amp; Lepar Utara 9 Estate</u></b></p> <p>The polluting activities has been assessed during environmental aspect and impact assessment. The EIA assessment findings including list of polluting sources are recorded in document titled “Environmental Impact Assessment (EIA) &amp; <i>Pelan Pengurusan bagi Mengurangkan Impak Alam Sekitar dari Bahan Buangan</i>” and was last reviewed and updated on 1/06/2017. Mitigation measures are identified for in the aspect-impact register to prevent or minimize pollution.</p> <p>GHG policy was established and included in FGV Sustainability Policy date 25/08/2016. The polluting activities related to GHG emissions has been documented in the environmental aspect and impact assessment, titled “Environmental Impact Assessment (EIA) &amp; <i>Pelan Pengurangan Impak Alam Sekitar Dan Mengawal Pencemaran</i>” and was last reviewed and updated. Mitigation measures are identified for in the aspect-impact register to prevent or minimize pollution. In order to reduce GHG, the estate has implemented to collect all chemical container, recycle chemical container, scheduled maintenance for tractor and to ensure right chemicals dosage.</p>
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**Principle 6: Responsible Consideration of Employees and of Individuals and Communities by Growers and Millers**

Criterion by Audit	Summary	
MA	6.1	<p><b>LEPAR UTARA 6 POM</b></p> <p>SIA document is evident as documented in <i>Laporan Penilaian Impak Sosial KS Lepar Utara 06, Projek: FPISB Lepar Utara 06 (Doc No 1/2016)</i> dated 28 September 2016.</p> <p>Total of 23 respondents had been selected for this assessment. The issues identified were discussed and analysed to ensure the Management Plan can be established to handle negative impacts. Issues with positive impacts were also identified which will be improved further as and when necessary.</p> <p>The SIA conducted has included 23 randomly selected as evident in the attendance list dated 29.09.2016 (Senarai Nama Petugas PBB [G6]). All the respondents were interviewed by the Management to express their views of the SIA conducted.</p> <p>From the SIA conducted by the Management, total of 14 impacts have been</p>

		<p>identified (4 negative, 10 positive). Management Plan have been established as documented in (Jadual 5.2.1: Pelan Pengurusan bagi Impak Sosial di FPI Lepar Utara 06). Total of 4 plans to mitigate the negative impacts identified has been developed. Example issues:</p> <ol style="list-style-type: none"> <li>1. Less understanding about accident protection for workers</li> <li>2. Old electrical in mill housing complex</li> <li>3. Less communication between mill management and school</li> <li>4. No explanation about RSPO and its requirement to the staff</li> </ol> <p><b>LEPAR UTARA 7 ESTATE &amp; LEPAR UTARA 9 ESTATE</b> SIA document is evident as documented in <i>Laporan Penilaian Impak Sosial FGVPM Lepar Utara 07, Jenis Doc: RSPO2017 (Kriteria 6.1) dated 18.10.2016</i>. Total of 21 respondents had been selected for this assessment. The issues identified were discussed and analyzed to ensure the Management Plan can be established to handle negative impacts. Issues with positive impacts were also identified which will be improved further as and when necessary.</p> <p>The SIA conducted has included 24 randomly selected as evident in the attendance list dated 19.10.2016 (Social Impact Assessment SIA) All the respondents were interviewed by the Management to express their views of the SIA conducted.</p> <p>The impacts from the SIA conducted has been developed as documented in <i>Rumusan Temuramah Penilaian Kesan Sosial Ladang FGVPM Lepar Utara 09</i>. Total of 11 negative impacts and 15 positive impacts were reported. Action plan to mitigate the negative impacts has been developed as per reported in the SIA. Example negative impact:</p> <ol style="list-style-type: none"> <li>1. No early information for any water shortage problem</li> <li>2. Hostel and toilet facilities are not properly maintained by the management</li> <li>3. Lack of sports activities</li> <li>4. No training for contractor workers before commencing the work.</li> </ol> <p>SIA will be revised when there is any development / project planned in the estate / mill.</p>
MA	6.2	<p>SOP for communication has been established as documented in SOP FGV/ML-1A/L2-Pr12 (Komunikasi, Penglibatan dan Rundingan) dated 01.06.2016.</p> <p>List of stakeholders has been established by the Management. The list is categorised for Internal Stakeholder and External Stakeholder. Stakeholder meeting was conducted on 08/12/2016 as evident in Meeting Minute – <i>Program Bersama Pihak Berkepentingan (Stakeholder) dalam Rundingan Meja Bulat Sawit (RSPO) Kompleks Lepar Utara 04 &amp; Kompleks Lepar Utara 06 on 08.12.2016</i>.</p> <p>Records of stakeholder request is documented <i>Rekod Permohonan dan Maklumbalas</i>. Example letter of request sighted dated 14.02.2017 (Ref: (32)3269/8-2-2) from Manager Felda Lepar Utara 3 requesting supply of boiler ash.</p>
MA	6.3	<p>SOP for communication has been established as documented in SOP FGV/ML-1A/L2-Pr12 (Komunikasi, Penglibatan dan Rundingan) dated 01.06.2016. The Unit Manager (Mill) is the person in charge of handling the complaints received by the stakeholders. The SOP also ensuring anonymity of complainants and whistleblowers as stated in subject no 4.1 (<i>Perlindungan</i></p>

		<p><i>dan Kerahsiaan.</i></p> <p>Up to audit, no major complaint from external people. Apart from this, the complaint and feedback to FGV also can be logged into website: <a href="http://www.feldaglobal.com/our-company/whistleblowing/">http://www.feldaglobal.com/our-company/whistleblowing/</a></p>
MA	6.4	<p>The company has established procedure for identifying legal customary rights through Manual Lestari 1A Doc No: ML-1A/L2-PR12(0): <i>Prosedur Mengenal pasti Hak Perundangan dan Adat</i> published in March 2012.</p> <p>There is no compensation has been made so far.</p>
MA	6.5	<p>Sighted the letter from FGVHB (FGVH/AOM/03(32) on 25.7.16 for the minimum wages implementation for Peninsular Malaysia is RM1,000/month and RM4.81/hour while for Sabah Sarawak &amp; Labuan is RM920/month and RM4.22/hour.</p> <p>Permit for deduction has been approved by Jabatan Buruh dated 25.10.1996 (Ref. No (13)010/HQ/B40A/61) – <i>Kebenaran Di Bawah Seksyen 24 Akta Kerja 1955 Bagi Membuat Potongan Daripada Gaji Perkerja-Perkerja</i>. Example deduction approved:</p> <ol style="list-style-type: none"> <li>1. Housing Loan</li> <li>2. Medical cost</li> <li>3. Car's loan.</li> <li>4. Takaful Insurance</li> <li>5. Electricity bill</li> <li>6. Water bill</li> <li>7. Groceries (Felda Trading).</li> </ol> <p>Letter of employment is sighted as documented in <i>Borang Pengakuan Penerimaan Syarat-Syarat Perkhidmatan Petugas Syarikat Kumpulan Felda</i>. The booklet of employment offer contains:</p> <ol style="list-style-type: none"> <li>1. Employment</li> <li>2. Length of Service</li> <li>3. Promotion</li> <li>4. Annual increment</li> <li>5. Allowances</li> <li>6. Working Hours</li> <li>7. Type of holidays</li> <li>8. Insurance Coverage</li> </ol> <p>Employment Contract Agreement sighted for new workers from India is in English Language. Sampled new worker from India, Samil Mandal (passport no N0951281), employment date: 03.08.2017. The content of the employment contract was translated to him by another worker from India with little ability to read in English before the contract was signed.</p> <p>The Management has provided housing for its employees located 7.5 km from the mill. Electricity for the houses is supplied from national grid (TNB). Water for domestic use is obtained from <i>Pengurusan Air Pahang (Paip)</i> Health facilities is available at Klinik Kesihatan Lepar Utara 3 and Hospital Jerantut. The management is providing free transportation to the clinic to be utilised by its workers. Education facilities are located in Felda Lepar Utara 3 (<i>Sekolah Rendah Kebangsaan Lepar Utara 3</i>). Transportation is provided by the management. Other than welfare amenities such football field, volleyball court and mosque / surau.</p>

		<p>Housing complex for estate workers is located within the estate premise. Weekly inspection report is evident during the audit. Sighted <i>Senarai Semak Kebersihan Asrama Pekerja Asing</i> conducted by <i>En Azizi Mahidin, Penyelaras Dokumentasi Lejar Utara 07</i>.</p> <p>FGV has circulated the <i>Polisi Pengambilan Pekerja Asing</i> on 01.06.14 by President &amp; CEO FGV. Sighted Employment Contract Agreement between FGV and Foreign Work Force as below:</p> <p>For Bangladesh, agreement is 3 years and renewed for 10 years. The contract cover working hour 8 hours a day and six days per week, housing facilities, electricity (Rm6) and water (Rm4), passport and work Permit, Health, Transportation, Leaves, etc. Seen also the agreement for employer to keep the original foreign workers' passport. The employment contract is available in Bengali language as the total of 6 Indian workers understand Bengali language instead of Tamil language. They also refer to the appointed Bangladeshi translator to understand the contract. Generally during interview, they understand the basic information about the working details such as salary, medical, water supply subsidy, worker's representative, etc.</p> <p>For Indonesian workers, agreement is 2 years and renewed every 10 years. The contract cover working hour 8 hours a day and six days per week, housing facilities, electricity (Rm6) and water (Rm4), passport and work Permit, Health, Transportation, Leaves, etc. Seen also the agreement for employer to keep the original foreign workers' passport and agreed for the deduction of Premium Insurans Luar Negara Tenaga Kerja Indonesia for minimum 1 month to maximum 6 months.</p>
MA	6.6	<p>SOP for freedom of association has been developed by the company entitled <i>Polisi Hak Kebebasan Bersuara &amp; Menganggotai Kesatuan</i> signed by the CEO dated 01.06.2016.</p> <p>Local or foreign workers are given the freedom which it is an optional for them to join worker union formed in mill or estate. Thus, their freedom is not restricted by mill or estate management.</p> <p>Meeting with trade union (Kesatuan Pekerja-Pekerja Felda Palm Industries Sdn Bhd) was held on 31/07/2017 as documented in minute meeting. The meeting was chaired by <i>Pengerusi Cawangan</i> Mr. Mohd Nasir Bin Hussin.</p>
MA	6.7	<p>The Company has established policy entitled <i>Polisi Pekerjaan Kanak-Kanak</i> dated 01.06.2016 signed by President &amp; CEO FGV, Mohammed Emir Mavani Abdullah which forbid the management to hire employee under 18 years old at the date of employment.</p> <p>SOP for preventing child employment has been established as documented in Manual Lestari 1A, Doc No ML-1A/L2-PR9(0): Prosedur Mengelak Pengambilan Pekerja Kanak-Kanak.</p>
MA	6.8	<p>The Company has established a total of 16 Policies which publicly available in the FGV Website. Example of the policies which related to equal opportunities:</p> <ul style="list-style-type: none"> <li>• Policy Kesetaraan Peluang</li> <li>• Policy Pengambilan Pekerja Asing</li> <li>• Polisi Hak Asasi Manusia</li> </ul>

		<p>Right to equal opportunity stated in:</p> <ul style="list-style-type: none"> <li>• Polisi Kesetaraan Peluang</li> <li>• Polisi Pengambilan Pekerja Asing</li> <li>• Polisi Gangguan Seksual, Keganasan Serta hak Kebebasan Reproduksi</li> </ul> <p>Verified through interview with gender committee chairwomen, they are treated equally regardless their origin and gender. Opportunities are given to all level of workforce without being discriminated.</p> <p>The Mill Management is hiring its employees based on application by future employee. Sighted application form (Application for Employment: Name: Mohd Junaidi Bin Zuraimi). The said employee will need to go for medical check-up at clinic (Ex: Klinik Sulaiman, Bandar Jengka) prior to employment as sighted during the audit.</p> <p>Employment of foreign workers is based on their fitness / health status via FOMEMA check-up.</p>
MA	6.9	<p>Policy for preventing sexual harassment is documented in <i>Polisi Gangguan Seksual, Keganasan serta Hak Kebebasan Reproduksi dated 01.06.2016</i>. Gender Committee has been established as evident in <i>Carta Organisasi Jawatankuasa Wanita RSPO (Gender Committee)</i> chaired by Pn. Jasni Ibrahim. Latest gender committee was held on 23.08.2017 as documented in (Minit Mesyuarat Jawatankuasa Gender KS Lepar Utara 04 &amp; KS Lepar Utara 06). No sexual harassment has been reported in this complex.</p> <p>A specific grievance mechanism has been established as documented in Doc. No FGV/ML-1A/L2-Pr14 (<i>Menangani Aduan Melalui Jawatankuasa Wanita</i>) dated 01.06.2016.</p> <p>Records of communication to workers is evident as per gender committee minute meeting dated 23.08.2017 (<i>Minit Mesyuarat Jawatankuasa Gender KS Lepar Utara 04 &amp; KS Lepar Utara 06</i>). In estate, gender committee minute meeting dated 22.08.2017 as documented in (<i>Minit Mesyuarat Jawatankuasa Gender (Gender Committee) FGVPM Wilayah Temerloh</i>).</p>
MA	6.10	<p>The company has established SOP for Purchasing of FFB (Doc. No FGV/FGVPM/II/QOHSE/15/012.1) dated 01.04.2016. The current FFB prices are found to be publicly displayed outside the office for reference by FFB suppliers.</p> <p>Pricing is followed by actual MPOB pricing system. Online system from Felda HQ. A daily review and update does guarantee a clear and transparent procedure, complete records are available.</p> <p>The contract between Mill and contractor/ supplier evident. As the Felda has no intervention with settlers, no direct contractor taken for any job. Construction contractor dealt by Regional Office [Wilayah].</p> <p>The FFB prices are monitored by Jabatan Belian BTS (FFB Purchasing Department) which responsible to explain to all FFB suppliers the prices prior agreed to sell their FFB to Felda Palm Industry Sdn Bhd (FPI) Palm Oil Mill.</p> <p>Contractual agreement is available and maintained in estate as sighted: Contractor: Rano Engineering Date: 05.05.2016</p>

		<p>Contract No: 5300001882 Job: Transporting FFB (20,425 MT) for period of 2 years in Lepar Utara 7 Estate It is also sighted that the contractor has established employment contract with the lorry drivers as documented in <i>Akuan Penerimaan Salinan Perjanjian Kontrak Pekerjaan</i> for Mohd Hamzan Bin Abu Hasan dated 13.02.2017.</p> <p>Company will issue the payment once the designated work already carried out. Sighted payment record done to respective business as below: Ref. No: KLP028417090001 Date: 07.09.2017 Payment Type: Cheque Contractor: Rano Engineering</p>
MA	6.11	<p>CSR Report is evident during the audit. Sighted:</p> <ol style="list-style-type: none"> <li>1. Contribution to Tabika Kemas for Field Trip dated: 04.08.2017 (Ref: (600)840A/4052/LU6/43.4</li> <li>2. Contribution to Sekolah Agama Rakyat Felda Lepar Utara 8 (RM500.00) for Kem Ibadah.</li> </ol> <p>CSR Report is evident during the audit. Sighted contribution festival Hari Raya Lepar Utara 09 Estate (2017) – RM50.00 for each worker. Apart from that, the management also conducting sports day during public holiday, ex: 01.05.2017 during labour day.</p>
MA	6.12	<p>The company strictly prohibit the use of any form of forced or traffic labour in employment of workers or staff. This is stated in policies established:</p> <ol style="list-style-type: none"> <li>1. Policy of Equal Opportunity</li> <li>2. Policy of Child Labour</li> <li>3. Policy of Foreign Workers Recruitment</li> <li>4. Policy Code of Ethics and Integrity</li> <li>5. Policy of Human Rights.</li> </ol> <p>All foreign workers employed are accompanied with valid passport and permit prior to signing the employment contract. Sighted passport name Samir Mandal (Passport No: N0951281), passport expiry: 09.07.2025, work permit (No: VD387516) and date issue: 21 Jul 2017.</p> <p>For hiring foreign workers, the Company has established <i>Polisi Pengambilan Pekerja Asing</i> dated 01.06.2014. As the date of audit, there are 111 foreign workers employed by the estate. All new foreign workers hired by the Management will be going for orientation. Latest batch of new workers arrived at the estate was on 03.08.2017 as evident in FGV – Arrival List Manual.</p> <p>Records of training conducted to the new workers such explanation about minimum wages 2017, PPE issuance to the new workers and explanation about employment contract.</p>
MA	6.13	<p>The company has <i>Polisi Hak Asasi Manusia</i> to respect human rights approved by Dato' Mohammed Emir Mavani bin Abdullah dated 19.08.2017. The policy was documented and communicated to all levels of the workforce and operations.</p>
<b>Principle 7: Responsible Development of New Plantings</b>		
<b>Criterion by Audit</b>	<b>Summary</b>	
MA	7.1	Not applicable.



MA	7.2	Not applicable.
MA	7.3	Not applicable.
MA	7.4	Not applicable.
MA	7.5	Not applicable.
MA	7.6	Not applicable.
MA	7.7	Not applicable.
MA	7.8	Not applicable.

**Principle 8: Commitment to Continuous Improvement in Key Areas of Activity**

Criterion by Audit	Summary	
MA	8.1	<p><b>FGV Lepar Utara 6 POM</b> The plan has been established as documented in form FPI/L4/QOHSE-3.1 Pind 0: Borang Objectif Kualiti, Keselamatan Kesihatan Pekerjaan dan Alam Sekitar. Among the objective target:</p> <ol style="list-style-type: none"> <li>To achieve 20.51% oil extraction rate.</li> <li>To achieve 5.25% kernel extraction rate To achieve zero accident in the</li> <li>To achieve grade A for cleanliness from the mill advisory.</li> <li>To minimise the oil losses in the cooling pond.</li> </ol> <p><b>LEPAR UTARA 7 ESTATE</b> <b>LEPAR UTARA 9 ESTATE</b> The plan has been established as documented in form <i>Kriteria 8.1: Penambahbaikan Berterusan</i>.</p> <p>The plan is categorized into 6 different targets such as:</p> <ol style="list-style-type: none"> <li>To reduce the usage of pesticides</li> <li>To reduce the negative impact to environment</li> <li>To fully utilised recycle and to reduce the.</li> <li>Plan control GHG pollution</li> <li>To control and monitor the social issues</li> <li>To initiate production of FFB yield.</li> </ol>



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



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



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



**4.3.1 Non-Conformities Identified during this Audit**



The following NC's were raised for this audit.



NC number:	NC-01		
Client name:	FGV Berhad- Felda Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Major	Site:	Felda Lepar Utara 7 and Felda Lepar Utara 9
Raised by:	Mohd Razaleigh	Deadline:	14 <sup>th</sup> November 2017
<b>Aspect of standard: 4.5.1</b>			
Implementation of Integrated Pest Management (IPM) plans shall be monitored.			
<b>Evidence of non-conformity:</b>			
Integrated Pest Management implementation is in place by the estate as per mentioned in the 2013 MYNI RSPO Principle and Criteria standard, however, evidence of consistency monitoring of the implementation and census records are not updated.			
According to the procedure No. SOP MLSL (ED2) Sec 4 (1.0) "Mengumpan tikus di ladang sawit", a census should be performed after a rat baiting round has been done by calculating the feeding rate. If the rate of affected is still above 20%, an additional round should be made. However, no rat census was conducted after the first round of rat baiting for both estates.			
<b>Felda Lepar Utara 7</b>			
Census for the latest Barn Owl Box on February 17, 2017			
<b>Felda Lepar Utara 9</b>			
The census for the last "Barn Owl Box" on January 14, 2017			
The census for the last "Beneficial Plant" in February 2017			
<b>Lead Assessor signature:</b>			
			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b>			
Less supervisory from management in monitoring census for Barn Owl Box and Beneficial Plant.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b>			
<ul style="list-style-type: none"> <li>- FGV Lepar Utara 7 management should periodically monitor and provide the "Barn Owl Box" survey.</li> <li>- Monitoring by farm management on "Barn Owl Box" and "Beneficial Plant" census activities through farm monthly meetings and periodic reviews by RSPO's Internal Audit.</li> <li>- FGV Lepar Utara 9 management needs to monitor and provide regular "Barn Owl Box" and "Beneficial Plant" surveys.</li> </ul>			
<b>Evidence of Conformity:</b>			
1.4.1	Census records "Barn Owl Box" every month.		
2.4.1	Records of the "Beneficial Plant" every month.		
3.4.1	Minutes of management meetings discuss the census conducted.		
<b>Review of evidences submitted to CUC:</b>			
Evidences receives by email for monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b>			
Closed NC.			
<b>NC Status:</b> Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)			
<b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>			<b>Date:</b> 27/10/2017
			



NC number:	NC-02		
Client name:	FGV Berhad- Felda Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Major	Site:	Felda Lepar Utara 9
Raised by:	Mohd Razaleigh	Deadline:	60 days
<b>Aspect of standard: 4.6.2</b>			
Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.			
<b>Evidence of non-conformity:</b>			
Paraquat has been used in Felda Lepar Utara 9 and proof of use can be seen in the record of total consumption from January 2017 until July 2017 in oil palm pre-mature areas.			
However, the estate does not record and monitor the amount of active ingredient per ha.			
Chemical Paraquat is also not included in the "Chemical register".			
<b>Lead Assessor signature:</b>			
			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b>			
Lack of monitoring by the management in monitoring and recording the amount of active ingredient / area area and updating the 'Chemical register'			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b>			
FGV Lepar Utara 9 Estate management needs to provide a record amount of active ingredient / area area and update the 'Chemical register'			
Ensure farming arrangements provide a record amount of active ingredient / area area and update the list of 'Chemical register'.			
<b>Evidence of Conformity:</b>			
1. Record the amount of active ingredient / H.A			
2. Updated "Chemical Register" document			
<b>Review of evidences submitted to CUC:</b>			
Evidences receives by email for monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b>			
Closed NC.			
<b>NC Status:</b> Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)			
<b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b> 27/10/2017	
			

NC number:	NC-03		
Client name:	FGV Berhad- Felda Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Major	Site:	Felda Lepar Utara 7 and Felda Lepar Utara 9
Raised by:	Mohd Razaleigh Mohamad	Deadline:	60 days
<b>Aspect of standard: 4.6.6</b>			
Storage of all pesticides shall be according to recognized best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3). Pesticides shall be stored in accordance to the Occupational Safety and Health Act 1994 (Act 514) and Regulations and Orders, Pesticides Act 1974 (Act 149) and Regulations.			
<b>Evidence of non-conformity:</b>			
As mentioned in the "Panduan Pengurusan Bekas Racun Terpakai" issued by the Department of Agriculture Malaysia, the former used poison should be washed three times and discharged. Used poisons should not be used for other purposes.			
Felda Lepar Utara 7:			
During a visit to the chemical store area and equipment store, it is noted that the used chemical containers used was not washed, punctured and stored with other work tools including personal protective equipment.			
Felda Lepar Utara 9:			
The use chemical containers were seen in the workers' dormitory during a visit to the area. The management failed to ensure the use of used poison used to be disposed of in good practice.			
<b>Lead Assessor signature:</b>			
			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b>			
Lack of monitoring by management in monitoring empty chemical containers management and personal protective equipment in workers' chemical and dormitory areas.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b>			
Estate Management of Lepar Utara 7 and Lepar Utara 9 are required to monitor the issue of empty chemical containers and personal protective equipment in the workers' chemical and dormitory areas.			
The manager who is identified PIC to monitor the issue of containers and personal protective equipment in the workers' chemical and dormitory areas.			
<b>Evidence of Conformity:</b>			
Provide information to staff, workers and contractors on the issue of chemical management in general, especially the environment.			
1. Pictures before and after			
2. Record of information to workers, workers and contractors of chemical management issues (Signs, reports and signature attendance lists)			
3. Record of information to PPE staff, employees and contractors (Signed up of photographs, reports and attendance lists)			
<b>Review of evidences submitted to CUC:</b>			
Evidences receives by email for monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b>			
Closed NC.			
<b>NC Status:</b> Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)			
<b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b> 27/10/2017	
			


NC number:	NC-04		
Client name:	FGV Berhad- Felda Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Major	Site:	Felda Lepar Utara 9
Raised by:	Mohd Razaleigh Mohamad	Deadline:	60 days
<b>Aspect of standard: 4.7.2</b>			
All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers			
<b>Evidence of non-conformity:</b>			
Every estate operation should be identified as a hazard identification as shown in "HIRADC Form (Hazard identification, risk assessment, and control determination) Form No. FPI / L4 / QOHSE-1.4 Pind 1.			
However, there is no danger identification for "Night patrols to monitor elephants" activity conducted in estate.			
Using of Paraquat is not identified in the latest Chemical Hazard and Risk Assessment (CHRA) dated 25 May 2013.			
<b>Lead Assessor signature:</b>			
			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b>			
Lack of supervision by management in identifying hazards for "Patrol at night to monitor elephants" and paraquat chemical is not identified in the Chemical Hazard and Risk Assessment (CHRA)			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b>			
The management of FGV Lepar Utara 9 should identify the hazards of "Patrol at night to monitor elephants" and include paraquat chemicals in Chemical Hazard and Risk Assessment (CHRA).			
Monitoring by OSH Region and estate management through regular JKKP meetings and periodic reviews by RSPO Internal Audit.			
<b>Evidence of Conformity:</b>			
1. Record SHO Regional Monitoring Officer on a monthly basis. 2. Minutes of meetings discussing security issues within the estates. 3. HIRARC documents have been updated			
<b>Review of evidences submitted to CUC:</b>			
Evidences receives by email for monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b>			
Closed NC.			
<b>NC Status:</b> Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN)			
<b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b> 27/10/2017	
			


NC number: NC-05			
Client name: FGV Lepar Utara 6 POM			
Date raised: 15 <sup>th</sup> September 2017			
Major or Minor:	Major	Site:	Lepar Utara 07 & Lepar Utara 09
Raised by:	Mohd Fadzli	Deadline:	60 DAYS
<b>Aspect of standard:</b> 6.5.1 (Maj): Documentation of pay and conditions shall be available.			
<b>Evidence of non-conformity:</b> Agreement between estate with their contractors stated payments made for contractor's workers are in accordance with the Minimum Wage Order 2016 and also based on current laws in Malaysia. However, at LEPAR 09, based on an auditor's visit to the farm, the contracted backhoe driver interviewed stated that the employer, Sri Impian Construction & Machinery Work, did not contribute to the driver's EPF as well no deduction made from workers for EPF. This issue was confirmed to the driver's salary slip copy kept at estate office. This is contrary to the employment agreement made between the employer and the employee as well legal requirement.  LEPAR 07: The evidence of payslip by the contractor (Rano Engineering) shows that no EPF deduction and contribution by employers to their employees.  <b>Lead Assessor signature:</b>  <b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Less supervised by the management in ensuring local workers to contractors contribute to EPF			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> The FGV Lepar Utara 9 & Lepar Utara 7 Estate management needs to ensure that the local workers of the EPF contribute to the KWSP  The Manager must ensure HEP Officers to ensure that local workers are contribute to KWSP			
<b>Evidence of Conformity:</b> Letter of direction from the manager through the Regional General Manager to require the contractor to contribute EPF to its employees as stipulated in the Letter of Employment			
<b>Review of evidences submitted to CUC:</b> Evidences receives by email for monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b> Closed NC.			
NC Status: Yes <input checked="" type="checkbox"/> (CLOSED) No <input type="checkbox"/> (OPEN) ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b> 		<b>Date:</b> 27/10/2017	


NC number: NC-06			
Client name: FGV Lepar Utara 6 POM			
Date raised: 15 <sup>th</sup> September 2017			
Major or Minor:	Major	Site:	Felda Lepar Utara 09
Raised by:	Mohd Fadzli	Deadline:	60 days
<b>Aspect of standard:</b> Clause 2.1.1 (Maj): Evidence of compliance with relevant legal requirements shall be available.			
<b>Evidence of non-conformity:</b> According to a document listing the names of workers hired by contractor's TM Chuang Enterprise, a truck driver BTS (Indonesian citizen) does not have a valid work permit to work for the contractor. The permits used are for different companies located in Johor.  Procedures for hiring employees (Work Details) by the contractor are described in the contract of employment agreement dated January 4, 2017 (Contract No.: 5300002484) where the contractor is responsible for finding legitimate foreign workers to work with him.			
<b>Lead Assessor signature:</b> 			
Date: 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Lack of monitoring on legal worker's work permit.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> The FGV Lepar Utara 9 estate management needs to monitor and ensure the contractor's work permit is valid.  The Manager must ensure that HEP Officers ensure that the worker's work permit is valid. The management will monitor and discuss this issue in a monthly management meeting.			
<b>Evidence of Conformity:</b> The confirmation letter from the contractor for the verification of the work permit is from the same contractor company.			
<b>Review of evidences submitted to CUC:</b> Evidences receives by email for verification letter, monitoring record, attendance list and pictorial evidence through CDD units officer on 27/10/2017.			
<b>Conclusion by CUC:</b> Closed NC.			
NC Status: Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN)			
ON SITE VERIFICATION REQUIRED Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b> 		<b>Date:</b> 27/10/2017	


NC number: NC-07			
Client name: FGV Lepar Utara 6 POM			
Date raised: 15th September 2017			
Major or Minor:	Minor	Site :	Lepar Utara 6 POM
Raised by:	Mohd Farul	Deadline :	Next surveillance audit
<b>Aspect of standard:</b> Clause 2.1.3: A mechanism for ensuring compliance shall be implemented. See Criterion 5.3.2			
<b>Evidence of non-conformity:</b> SOP: FPI/L2/QOSHE-9.0 EQA 1974 (Scheduled waste) 2005  It was found that the plant disposed of scheduled wastes (SW 305 & SW 410) to contractors appointed on 14/8/2017 according to SOP procedure: FPI / L2 / QOSHE-9.0. However, it has exceeded the period specified by the Environmental Quality Act (Scheduled Wastes 2005: Regulation 9 (V) Scheduled wastes shall not be stored for more than 180 days or 20m / t). Past disposal has been made on 3/1/2017 (more than 223 days).			
<b>Lead Assessor signature:</b> 			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Less monitoring of scheduled waste disposal periods exceeding 180 days.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> KS Lepar Utara 6 management needs to prepare inventory checklist to monitor the timing of the disposal of scheduled wastes  Monitoring by factory management through factory monthly meetings as well as periodic reviews by RSPO Internal Audit.			
<b>Evidence of Conformity:</b> Inventory checklist form (last collection & next collection) certified by Regional EKAS			
<b>Review of evidences submitted to CUC:</b> Compliance on implementation will be verified during next surveillance audit.			
<b>Conclusion by CUC:</b> Will be verified during next surveillance audit.			
<b>NC Status:</b> Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) <b>ON SITE VERIFICATION REQUIRED</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
<b>Lead Assessor signature:</b> 		<b>Date:</b>	



NC number:	NC-08		
Client name:	FGV Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Minor	Site:	Lepar Utara 7 Estate
Raised by:	Mohd Farul	Deadline:	Next ASA
<b>Aspect of standard:</b> Clause 2.2.2 (Min): There is evidence that physical markers are located and visibly maintained along the legal boundaries particularly adjacent to state land, NCR land and reserves.			
<b>Evidence of non-conformity:</b> Cross referred to "Laporan Penilaian Biodiversity" date July 2017.  Visits were made at the border of the farm and forest reserve area, the farmer placed the boundary markers by pole with white and red paint. However, the farm failed to show evidence that the landmark marker replaced the original location of boundary stone with appropriated tools and reference map.  <b>Lead Assessor signature:</b>  <b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Lack of supervision by the management in the process of preparing markers that replace the boundary stones in the border areas of the farms and forest reserves.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> The FGV Lepar Utara 7 farming arrangement should ensure that the process of preparing markers replaces the boundary stones in the boundary of the plantation and forest reserves.  The manager has to appoint a responsible officer and ensure the process of preparing markers which replaces the boundary stone in the boundary of the farm and forest reserves.			
<b>Evidence of Conformity:</b> 1. Map of the boundary stone with GPS certified by the Land Management Unit (LMU) 2. The real map of the boundary stone position on the farm 3. Boundary monitoring stone form			
<b>Review of evidences submitted to CUC:</b> Will be verified during next surveillance audit.			
<b>Conclusion by CUC:</b> Will be verified during next surveillance audit.			
<b>NC Status:</b> Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) <b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b>	

NC number:	NC-09		
Client name:	FGV Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Major or Minor:	Minor	Site:	FGV Lepar Utara 6 POM
Raised by:	Mohd Farul	Deadline:	Next ASA
<b>Aspect of standard:</b>			
Clause 5.1.3 (Min): This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two year to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts			
<b>Evidence of non-conformity:</b>			
It was found that the factory had built a "vertical sterilizer" to improve the processing system. The plant has reviewed changes in processes involving vertical sterilizers, however the review does not cover the entire process, impact and aspects of the environment involved before, during and after the vertical sterilizer construction process as proposed in the internal audit report dated 26/4 2017.			
<b>Lead Assessor signature:</b>			
			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b>			
Lack of monitoring by the management in identifying vertical sterilizer construction activities within the Environmental Impact Aspect.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b>			
KS Lepar Utara 6 Management should monitor the identification of vertical sterilizer construction activities within the Environmental Impact Aspect			
The manager appoints the officer responsible for identifying the vertical sterilizer construction activity within the Environmental Impact Aspect			
<b>Evidence of Conformity:</b>			
Updated environmental impact form (incorporated 'vertical sterilizer' in the identification) and confirmed by the manager.			
<b>Review of evidences submitted to CUC:</b>			
Will be verified during next surveillance audit.			
<b>Conclusion by CUC:</b>			
Will be verified during next surveillance audit.			
<b>NC Status:</b> Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) <b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b>	

NC number: NC-10			
Client name: FGV Lepar Utara 6 POM			
Date raised: 15th September 2017			
Major or Minor:	Minor	Site:	Lepar Utara 7 Estate
Raised by:	Mohd Farul	Deadline:	Next ASA
<b>Aspect of standard:</b> Clause 5.3.3 (Min): A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.			
<b>Evidence of non-conformity:</b> Estate have set up a solid waste management plan, providing landfills and collecting garbage in the hostel's area once a week according to the ML-1A / L2-Pr19 "Pengurusan Sisa Pepejal". During the visit, it was found that solid waste from day-to-day use was not well managed in the dormitory area, indicating that farm management did not follow as per stated in established procedures.			
<b>Lead Assessor signature:</b> 			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Lack of monitoring by the management in managing solid waste in the hostel area			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> Estate Management FGV Lepar Utara 7 should monitor the management of solid waste management in the hostel area.  Monitoring by farm management through plantation and factory monthly meetings as well as periodic reviews by RSPO's Internal Audit.			
<b>Evidence of Conformity:</b> 1. Picture before and after cleaning. 2. Dormitory cleaning checklist form includes solid waste disposal certified by SHO region			
<b>Review of evidences submitted to CUC:</b> Will be verified during next surveillance audit.			
<b>Conclusion by CUC:</b> Will be verified during next surveillance audit.			
<b>NC Status:</b> Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) <b>ON SITE VERIFICATION REQUIRED:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b>	


NC number: NC-11			
Client name: FGV Lepar Utara 6 POM			
Date raised: 15th September 2017			
Major or Minor:	Minor	Site:	Lepar Utara 09
Raised by:	Mohd Fadzli	Deadline:	365 DAYS
<b>Aspect of standard:</b> Clause 6.5.3 (Min): Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, in accordance with Workers' Minimum Standard of Housing and Amenities Act 1990 (Act 446) or above, where no such public facilities are available or accessible (not applicable to smallholders).			
<b>Evidence of non-conformity:</b> When conducting worker hostel visits (88H hostel & nursery hostel), workers are found using pumped water from wells and tube well for their daily use. The Management does not conduct water analysis tests used by such workers to ensure the quality of the water is clean and safe for use. It is understood that the Farmers are sending clean water using the tank for the use of workers in the dormitory, but during a visit by the auditor the presence of the water tank is not available at the two hostels. Additionally, no records show proof of clean water delivery.			
<b>Lead Assessor signature:</b> 			
<b>Date:</b> 15 <sup>th</sup> September 2017			
<b>Root Cause Analysis and extent: (To be filled by Auditee)</b> Lack of monitoring and supervision by management of well water wells and tube analysis.			
<b>Corrective/Preventive Actions: (To be filled by Auditee)</b> The FGV Lepar Utara 9 estate management needs to ensure that well water wells and wells analysis are available  Monitoring by farm management through farm monthly meetings as well as periodic reviews by RSPO Internal Audit.			
<b>Evidence of Conformity:</b> 1. Pictures of clean water delivery in the hostel area 2. The results of well water wells and wells analysis			
<b>Review of evidences submitted to CUC:</b> Will be verified during next surveillance audit.			
<b>Conclusion by CUC:</b> Will be verified during next surveillance audit.			
<b>NC Status:</b> Yes <input type="checkbox"/> (CLOSED) No <input checked="" type="checkbox"/> (OPEN) <b>ON SITE VERIFICATION REQUIRED</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>Lead Assessor signature:</b>		<b>Date:</b>	


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

Non-were raised during the last audit as this is the Main Assessment.

### 4.3.3 Observations Raised During this Audit

Following observations raises during this audit

Client name:	FGV Berhad- Felda Lepar Utara 6 POM		
Date raised:	15 <sup>th</sup> September 2017		
Raised by:	Mohd Razaleigh		
During visits and interview session with workers of all units, found their understanding of RSPO certification and implementation was still lack in generally even though the training and briefing record shown training has been done for entire level of workers. All aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme has to be more emphasized.			
Assessors Signature		Date	15 <sup>th</sup> September 2017

Client name:	FGV Lepar Utara 7 Estate		
Date raised:	15 <sup>th</sup> September 2017		
Raised by:	Mohd Farul Rosli		
During visits made in the worker's dormitory area in all units, there are some old burning effects was sighted for domestic waste and plant parts. The awareness of the workers and enforcement on the Zero Burning policy by management was found still not fully effective.			
Assessors Signature		Date	15 <sup>th</sup> September 2017

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

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

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

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

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

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

8. Are there any adverse (or positive) effects on local communities?  
 9. Additional comments?  
 11. Do you have any comments about the assessment team and would you like to meet with them?  
 12. Do you have any comments for the client’s management of any other plantations?

**4.4.1 Issues raised during stakeholder consultation**

RSPO Principle	Stakeholder comment	CUC response
1 – Commitment to transparency	(Police Station Sg.Tekam)	All positive feedback received during stakeholders meeting.
2 - Compliance with applicable laws and regulations	<ul style="list-style-type: none"> <li>Generally, this complex area is peaceful with very few crime cases and he state nothing worrying.</li> </ul>	
3 - Commitment to long-term economic and financial viability	Stakeholder 2 (School):	
4 - Use of appropriate best practices by growers and millers	<ul style="list-style-type: none"> <li>Estate Lepar Utara 7 always assist on providing vehicle (van) for students if required.</li> </ul>	
5 - Environmental responsibility and conservation of natural resources and biodiversity	Stakeholders 3 (Villager):	
6 – Responsible consideraton of employees, and of individuals and communitis affected by growers and mills	<ul style="list-style-type: none"> <li>No issue with environment pollution cases happen in Lepar Utara.</li> <li>FGV always invited villagers for stakeholders meeting.</li> </ul>	
7 - Responsible development of new plantngs		
8 - Commitment to continuous improvement in key areas of actvites		

#### PART 5: RSPO SUPPLY CHAIN CERTIFICATION

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

##### 5.1 POM Included In The Scope Of The Audit

Name Palm Oil Mill (POM)	Mill Capacity MT/Hour	Location Address	Supply Chain Model (IP or MB)
Lepar Utara 06	54	Peti Surat 12 & 2020, 26400 Bandar Pusat Jengka, Pahang.	MB

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

Product CU Code	CPO (MT)	PK (MT)	Specified 12 month period
POM 1	41,222.44	10,525.25	Forecasted volumes between 01/01/2018 to 31/12/2018. See also 1.6 above. Note: please provide forecasted certified volume

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

KS Lepar Utara POM is running under approved capacity of 54MT/Hour to process FFB received from own estates and external supplier within this complex.

Actual quantities of certified FFB delivered to the mill are entered into a central computer system and the actual quantities of CPO and PK produced are also entered and the OER is known. The quantities of certified CPO and PK are shown in real time and summarized each day on a spreadsheet.

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

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

Figure are actual FFB production on monthly basis

No	MONTH-YEAR	Certified Supply Bases (MT)	Uncertified Supply Bases (MT), if any	Total (MT)
1	September 2016	11,869.10	451.99	12,321.09
2	October 2016	8,275.02	400.35	8,675.37
3	November 2016	11,554.81	889.13	12,443.94
4	December 2016	14,367.22	1,842.80	16,210.02
5	January 2017	12,391.81	1,537.35	13,929.16
6	February 2017	13,244.46	1,645.81	14,890.27
7	March 2017	13,548.84	752.78	14,301.62
8	April 2017	9,288.99	921.47	10,210.46
9	May 2017	7,587.14	520.63	8,107.77
10	June 2017	10,595.72	598.66	11,194.38
11	July 2017	11,986.71	1,444.92	13,431.63
12	August 2017	13,137.89	1,779.56	14,917.45
	TOTAL	<b>137,847.71</b>	<b>12,785.45</b>	<b>150,633.16</b>

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

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

Figure are actual CPO and PK production on monthly basis

No	MONTH-YEAR	Certified CPO (MT)	Certified PK (MT)
1	September 2016	1,850.83	439.32
2	October 2016	1,808.99	370.88
3	November 2016	3,132.85	615.32
4	December 2016	4,101.21	921.84
5	January 2017	2,756.96	699.48
6	February 2017	2,972.29	768.19
7	March 2017	3,072.43	696.92
8	April 2017	1,783.87	448.98
9	May 2017	1,406.33	389.28
10	June 2017	2,162.65	538.74
11	July 2017	2,551.91	645.06
12	August 2017	4,094.11	961.67
	<b>TOTAL</b>	<b>31,694.43</b>	<b>7,495.68</b>

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

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

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

No	Buyers Name	GreenPalm Trading No	Certified CPO (MT) Sold	Certified PK (MT) Sold
1	Not applicable			

(add additional lines as required)

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

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

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

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

No	Buyers Name	UTZ eTrace Trading No	Certified CPO (MT) Sold	Certified PK (MT) Sold
1	Not applicable			

(add additional lines as required)

### 5.8 Non-Conformities Identified during this Audit

**Timeline for compliance:**

- All non-conformances observed during an audit shall be classified as 'major' since all requirements for Supply Chain certification have to be met before granting certification.
- For Main Assessments, all non-conformances shall be addressed satisfactorily by the operation before certification may be granted by the certification body. If non-conformances are not addressed within three (3) months of the audit, a full re-audit shall be required. The certification body shall assess the effectiveness of the corrective and/or preventive actions taken before closing out the non-conformances.
- For Annual Surveillance Assessments, non-conformances raised after the certification are serious (i.e. must be considered as a major) and the integrity of the RSPO Supply Chain Certification is at risk. A maximum of one month is to be given to the certified client to satisfactorily address the non-conformance. The certification body shall assess the effectiveness of the corrective and/or preventive actions taken. Should the nonconformance not be addressed within the one-month maximum timeframe, a suspension or withdrawal of the certificate and a full re-audit may be necessary.
- If no non-conformances are observed at an audit or when the corrective action plan has satisfactorily addressed raised non-conformance(s), the client shall be recommended for (re-) certification.

Non-were raised during this audit.



### 5.9 Description of the Organizational Management Systems

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

This palm oil mill and its supply bases were audited against RSPO SCCS. The mill processing capacity is 40 MT/hr FFB per hour. The mill is capable of handling MB supply chain model.

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

<b>Recommendations made:</b>	<b>Yes</b>
<b>Summary of non-compliances:</b>	<b>N/A</b>
<b>Certification status of client:</b>	<p>The POM included in the scope of this audit demonstrated full compliance with the RSPO SCCS.</p> <p>With effect from the certification date given in the RSPOPC certificate, this POM mentioned in the scope of this report is considered to be certified in accordance with the RSPO SCCS.</p>

**PART 6: CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY**

**6.1 Date of next ASA**

The provisional date for the next ASA is:	October 2018
---	--------------

**6.2 Date for Closure of Non-Conformities**

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

- |                                  |                                |
|----------------------------------|--------------------------------|
| • All major NCs to be closed by: | 27/10/2017 (All closed)        |
| • All minor NCs to be closed by: | Before next surveillance audit |

**6.3 Signing by the Client**

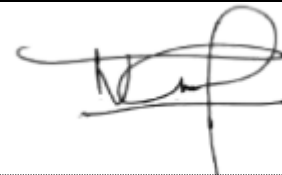
I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents and audit findings as presented in this document.

I also confirm:

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

**Acknowledged by:**

Name:	Norazam Abdul Hameed
Position:	Head of Certification & Due Diligence, FGVH
Date:	15/12/2017



**Signature**

**6.4 Signing by the Lead Auditor**

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

**Acknowledged by:**

Name:	Muhd Jamalul Arif
Position:	Lead Auditor
Date:	27/11/2017



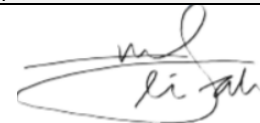
**Signature**

**6.5 Signing by the Certifier**

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

**Acknowledged by:**

Name:	Nor Atiqah
Position:	Certifier
Date:	15/12/2017

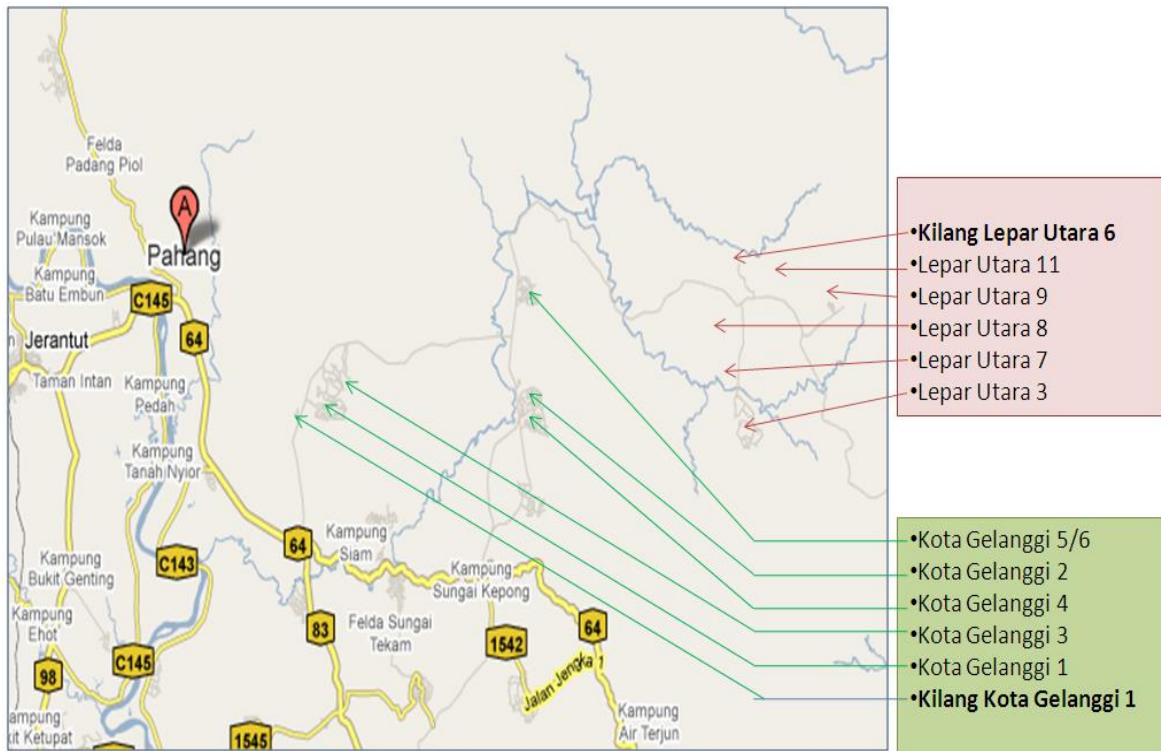


**Signature**

**PART 7: APPENDICIES**

**Appendix 1: Location Map for this Certification Unit**

From 1.9, the location map(s)



## Appendix 2: Summary of GHG Emissions

All data inputs and the use of RSPO PalmGHG Calculator (include the version number) have been verified with the final summary of the net GHG emissions (tCO<sub>2</sub>e/tCPO) figure in relation to C5.6

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

### Summary of Net GHG Emissions

Emissions per Product	tCO <sub>2</sub> e/tProduct
CPO	0.9
PK	0.9

Extraction	%
OER	24.94
KER	6.47

Production	t/yr
FFB processed	137,847.71
CPO Produced	12,785.45

Land use	ha
OP planted area	8251.14
OP planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	0
<b>Total</b>	

### Summary of Field Emissions and Sinks

Emissions	Own Crop			Group			3 <sup>rd</sup> Party		
	tCO <sub>2</sub> e	tCO <sub>2</sub> e /ha	tCO <sub>2</sub> e /tFFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e /ha	tCO <sub>2</sub> e /tFFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e /ha	tCO <sub>2</sub> e /tFFB
Land Conversion	-	-	-	-	-	-	-	-	-
*CO <sub>2</sub> Emissions from Fertiliser	5440.06	1.14	0.07	-	-	-	3074.13	1.26	0.08
**N <sub>2</sub> O Emissions	3830.77	0.8	0.05	-	-	-	1686.40	0.73	0.05
Fuel Consumption	487.64	0.1	0.01	-	-	-	232.15	0.09	0.01
Peat Oxidation				-	-	-	-	-	-
<b>Sinks</b>									
Crop Sequestration	-43024.32	-9.05	-0.53	-	-	-	-20302.3	-9.26	-0.57
Conservation Sequestration	0	0	0	-	-	-	0	0	0
<b>Total</b>	10887.24	2.28	0.14	-	-	-	6242.7	3.16	0.2

### Summary of Mill Emissions and Credits

	tCO <sub>2</sub>	tCo <sub>2e</sub> /tFFB
<i>Emissions</i>		
<i>POME</i>	21905.4	0.16
<i>Fuel Consumption</i>	82.63	0
<i>Grid Electricity Utilisation</i>	780.3	0.01
<i>Credits</i>		
<i>Export of Grid Electricity</i>	0	0
<i>Sales of PKS</i>	0	0
<i>Sales of EFB</i>	0	0
<i>Total</i>	22768.33	0.2

### Palm Oil Mill Effluent (POME) Treatment

Divert to compost	0%
Divert to anaerobic digestion	100%

### POME Diverted to Anaerobic Digestion:

Divert to anaerobic pond	100%
Divert to methane capture (flaring)	0%
Divert to methane capture (electricity generation)	0%

### Appendix 3: GHG assessment for new plantings

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

Note: Extract the GHG assessment for new plantings developed by the client under 'Chapter 6 – Reporting of GHG assessment for new plantings' in RSPO GHG Assessment Procedure for New Plantings Version 3 and list below. **Not Applicable since no new planting at Lepar Utara 06 Complex.**

Appendix 4: List of Abbreviations	
BRC	British Retail Consortium
CHRA	Chemical Health Risk Assessment
CoC	Chain of Custody
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
CU	Control Union
CUC	Control Union Certifications
DOE	Department of Environment
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
ERT	Endangered Rare or Threatened species
EU	European Union
FFB	Fresh Fruit Bunch
FSC	Forest Stewardship Council
FSC COC	Forest Stewardship Council Chain of Custody
FSC FM	Forest Stewardship Council Forest Management
GGL	Green Gold Label
GMP	Good Manufacturing Practice
GOTS	Global Organic Textile Standard
GTP	Good Trading Practice
GPS	Global Positioning System
HACCP	Hazard Analysis and Critical Control Point
HCV	High Conservation Value
HCVF	High Conservation Value Forest
IPM	Integrated Pest Management
JAS	Japanese Agricultural Standard
MDC	MDC Publishers Sdn Bhd ( Company Name)
MSDS	Material Safety Data Sheet
NC	Non Conformity
OE	Organic Exchange
OSH	Occupational Safety and Health
OSHAS	Occupational Safety and Health Assessment Scheme
P&C	Principle and Criteria
PEFC	Programme for the Endorsement of Forest Certification
PK	Palm Kernel
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
RSPO NI	Roundtable on Sustainable Palm Oil National Interpretation
SA8000	Social Accountability 8000
Sdn Bhd	Sendirian Berhad
SIA	Social Impact Assessment
SOCISO	Social Security Organisation
SOP	Standard Operating Procedure
USDA/NOP	United States Department of Agriculture – National Organic Program
MT	Metric Tonnes
WHO	World Health Organization