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## **Roundtable on Sustainable Palm Oil**

### **3rd Surveillance Audit Report**

Report no. : ASA3\_82450214001

RSPO Management System Requirements and Guidance for Group Certification of  
FFB Production, March 7, 2016

#### **GABUNGAN KELOMPOK TANI (GAPOKTAN) TANJUNG SEHATI**

Mekar Jaya Village, Tabir Selatan Sub-district, Merangin District, Jambi Province

Date of assessment: February 13 – 17, 2017

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**1.0 SCOPE OF CERTIFICATION ASSESSMENT**

**1.1 Standard Used**

The operations of the palm oil plantation were assessed against to the RSPO Management System Requirements and Guidance for Group Certification of FFB Production, March 7, 2016.

**1.2 Type of Assessment**

The 3rd surveillance assessment was carried out on independent smallholder group (Gapoktan) Tanjung Sehati located at Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province, Indonesia, as showed in figure 1 below.

**1.3 Location and Maps**

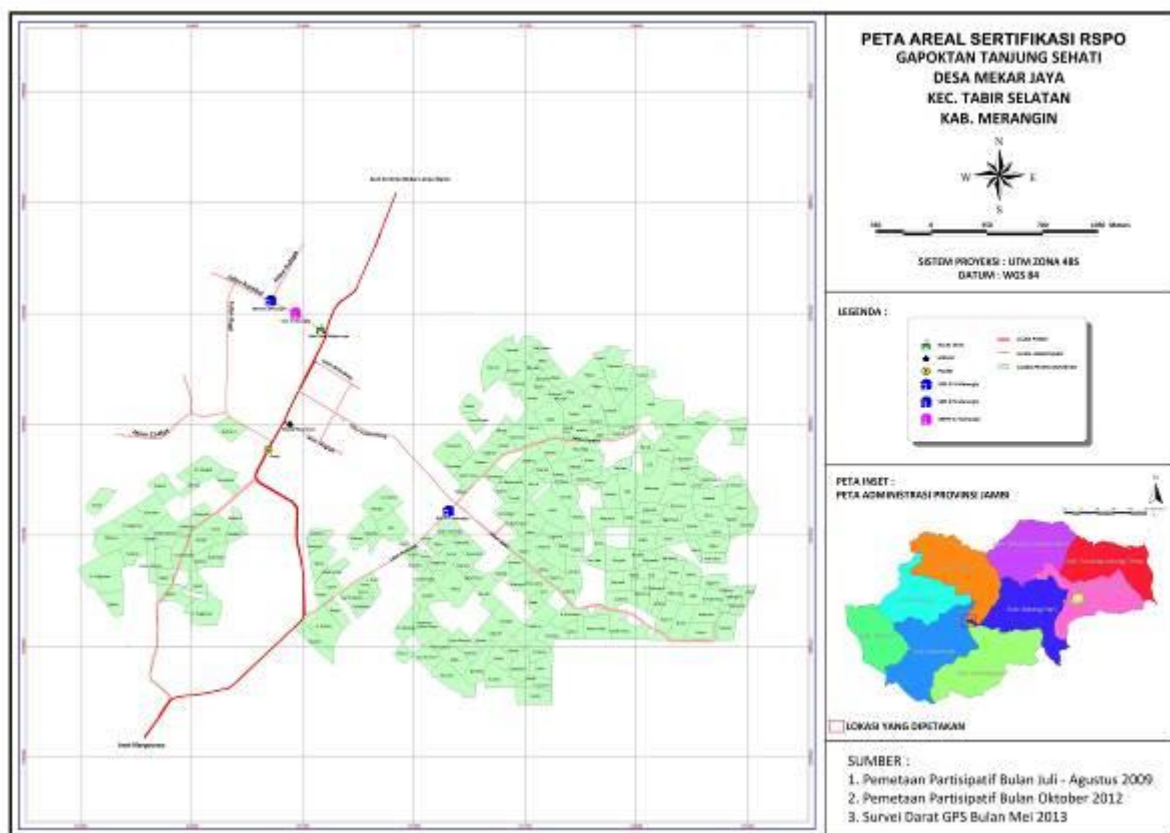
**Table 1:** GPS locations for all estates included in 3rd Surveillance Assessment

Name of group	Location	GPS locations	
		Latitude	Longitude
Sido Mulyo	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51' 00" N – 1°51' 48" N	102°27' 30" E – 102°28' 18" E
Sido Makmur	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51' 40" N – 1°52' 10" N	102°27' 56" E – 102°28'36" E
Mandiri Jaya	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51' 23" N – 1°52' 5" N	102°27' 36" E – 102°28' 27" E
Sido Maju	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51' 50" N – 1°52' 10" N	102°27' 19" E – 102°27' 2" E
Sumber Hasil	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51'27" N – 1°52' 40" N	102°27' 00" E – 102°28'15" E
Kemang Jaya	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province	1°51' 46" N – 1°52' 18" N	102°26' 50" E – 102°27' 30" E

**PETA INSET :  
PETA ADMINISTRASI PROVINSI JAMBI**



**Figure 1.** Independent Smallholder Group (Gapoktan) Tanjung Sehati Plantation Location, in Jambi Province, Indonesia



**Figure 2.** Map of Independent Smallholder Group Estate in Jambi, Indonesia

**Table 2.** Certified tonnages claimed, certified tonnages sold, total and projected FFB production from Independent Smallholder Group (Gapoktan) Tanjung Sehati

Remarks	Amount (MT)				
	FFB (mt)	CPO	PK	PKO	PKE
<b>Certified tonnages claimed for 2017*</b>	<b>5,246.012</b>	<b>1,049.20</b>	<b>262.300</b>	<b>118.035</b>	<b>144.265</b>
<b>Certified tonnages sold**</b>	-	960	-	108	-
<b>Actual Production for 2016</b>	5,000.929	-	-	-	-
<b>Projected output for 2017</b>	<b>5,246.012</b>	<b>1,049.202</b>	<b>262.300</b>	<b>118.035</b>	<b>144.265</b>

**Note:** \*) based on FFB budget projection for 2017; and estimation palm oil product based on RSPO standard for palm oil production, whereas the OER 20%, KER 5%, PKO 45%, PKE 55%

\*\*\*) based on Green Palm transaction record, Match Reference No.17115 dan No.17116 dated on January 27, 2017

#### 1.4 Dates of Plantings and Replanting Cycles

Independent Smallholders Group follows a replanting cycle of 25 years. Information on the dates of plantings are as per the table below.

**Table 3.** Age and year of plantings of independent smallholder estate

Age & Year of Plantings	Oil palm planted area at each Group Farmers (ha)						Total (Ha)
	Sido Mulyo	Sido Makmur	Mandiri Jaya	Sido Maju	Sumber Hasil	Kemang Jaya	
18 (1997)	1.00	0.00	0.00	0.00	1.50	0.00	2.50
17 (1998)	0.00	0.00	0.00	0.00	2.25	0.00	2.25
16 (1999)	0.00	0.00	0.00	1.00	2.00	1.30	4.30
15 (2000)	13.67	0.00	0.00	3.90	0.00	6.65	24.22
14 (2001)	10.00	7.04	7.69	3.51	1.30	9.23	38.77
13 (2002)	3.10	2.73	13.02	4.81	0.00	2.30	25.96
12 (2003)	0.00	3.24	1.91	22.10	0.00	4.00	31.25
11 (2004)	17.76	9.22	14.18	17.57	3.30	3.05	65.08
10 (2005)	3.49	7.73	8.92	3.97	15.90	1.50	41.51
9 (2006)	25.64	11.14	12.67	7.15	7.50	0.25	64.35
8 (2007)	10.01	1.46	1.60	3.68	4.80	2.00	23.55
7 (2008)	7.26	0.63	1.38	0.00	0.00	0.00	9.27
6 (2009)	3.57	0.00	0.00	0.91	0.00	1.30	5.78
5 (2010)	2.83	0.95	0.00	0.00	2.00	0.00	5.78
4 (2011)	0.00	0.00	2.00	0.00	0.00	0.00	2.00
3 (2012)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2 (2013)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1 (2014)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0 (2015)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>98.33</b>	<b>44.14</b>	<b>63.37</b>	<b>68.60</b>	<b>40.55</b>	<b>31.58</b>	<b>346.57</b>

Based on information above that independent smallholder group replanting program begin in year 2021 for year 1997 planted area in Sido Mulyo group and Sumber Hasil group.

**1.5 Area of Plantation (Total, Planted and Mature)**

**Table 4.** Oil Palm Planted Area Summary, FFB Production and Average yield/ha for Independent Smallholder Group (Gapoktan) Tanjung Sehati

Group Farmers Name	Total area (ha)	Oil Palm Planted area (ha)	Mature (Production) area (ha)	Immature (Non-production) area (ha)	FFB Production * (tonnes)	Average yield (ton/ha)
Sido Mulyo	98.33	98.33	98.33	-	1,366.836	13.85
Sido Makmur	44.14	44.14	44.14	-	677.000	14.98
Mandiri Jaya	67.47	67.47	67.47	-	827.040	12.25
Sido Maju	68.60	68.60	68.60	-	1,070.133	15.60
Sumber Hasil	40.55	40.55	40.55	-	524.770	11.27
Kemang Jaya	31.58	31.58	31.58	-	535.150	15.04
<b>TOTAL</b>	<b>346.57</b>	<b>346.57</b>	<b>346.57</b>	<b>-</b>	<b>5,000.929</b>	<b>14.43</b>

Note \*) FFB production year 2016 (January – December 2016)

**Table 5.** Land use data for Independent Smallholder Group (Gapoktan) Tanjung Sehati

Group Farmers Name	Total area (ha)	Rubber Planted Area (ha)	Oil Palm Planted Area (ha)	HCV/Potential HCV areas* (ha)	Land used for other purposes (ha)			
					Local Government office	Nursery	Cleared Area	Land conflict
Sido Mulyo	98.33	-	98.33	-	-	-	-	-
Sido Makmur	44.14	-	44.14	-	-	-	-	-
Mandiri Jaya	63.37	-	63.37	-	-	-	-	-
Sido Maju	68.60	-	68.60	-	-	-	-	-
Sumber Hasil	40.55	-	40.55	-	-	-	-	-

Group Farmers Name	Total area (ha)	Rubber Planted Area (ha)	Oil Palm Planted Area (ha)	HCV/ Potential HCV areas* (ha)	Land used for other purposes (ha)			
					Local Government office	Nursery	Cleared Area	Land conflict
Kemang Jaya	31.58	-	31.58	-	-	-	-	-
<b>TOTAL</b>	<b>346.57</b>	<b>-</b>	<b>346.57</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### 1.8 Detail information about RSPO certification

Detail information about RSPO certification in Independent Smallholder Group (Gapoktan) Tanjung Sehati as follows:

<b>RSPO membership No. and date</b>	1-0140-13-000-00 date of July 8, 2013
<b>RSPO certificate No</b>	824 502 14001
<b>Date of first RSPO certificate &amp; validity</b>	June 16, 2014 & valid until June 15, 2019
<b>Date of certification audit</b>	November 19 – 21, 2013
<b>Date of previous surveillance audit</b>	December 20 – 22, 2015
<b>Date of revised RSPO certificate &amp; validity (if applicable)</b>	-
<b>FFB tonnages claimed (mt)</b>	5,246.012

**Table 6.** Profile of group members which involve the scope of certification during 3rd Surveillance

Farmers Group Name	Included on certification scope		Not included on certification scope		Grand Total		Note
	Areas (ha)	Members (person)	Areas (ha)	Members (person)	Areas (ha)	Members (person)	
Sido Mulyo	98.33	58	12.23	5	110.56	63	The members was not included on certification scope are member ID : 28 & 52 are 6.30 ha, member ID : 22 are 4.05 ha, member ID : 42 is 0.88 ha, member ID : 47 is 1 ha because rubber plantation and they are not interest with certification
Sido Makmur	44.14	32	1.05	1	45.19	33	The members was not included on certification scope are member ID : 16 is 1.05 ha because rubber plantations
Mandiri Jaya	63.37	33	3.5	2	66.87	35	The members was not included on certification scope are member ID : 29 is 1.5 ha and member ID : 31 are 2 ha because rubber plantations
Sido Maju	68.60	38	0.0	0	68.60	38	-
Sumber Hasil	40.55	25	6.0	5	46.55	30	The members was not included on certification

Farmers Group Name	Included on certification scope		Not included on certification scope		Grand Total		Note
	Areas (ha)	Members (person)	Areas (ha)	Members (person)	Areas (ha)	Members (person)	
							scope are member ID : 18 is 1 ha, member ID : 24 is 1 ha, member ID : 25 are 2 ha, member ID : 26 is 1 ha, member ID : 28 is 1 ha because rubber plantations
Kemang Jaya	31.58	28	2.0	0	33.58	28	The members was not included on certification scope are a part of areas from member ID : 1 & 7 @ 1 ha because rubber plantations
<b>TOTAL</b>	<b>346.57</b>	<b>214</b>	<b>24.78</b>	<b>13</b>	<b>371.35</b>	<b>227</b>	

List of member each group has described in **Appendix 3**, and during 3rd surveillance, there is no update or new member in Gapoktan Tanjung Sehati.

### 1.9 Organisational Information / Contact Person

Contacts details of the company are as follows:

<b>Company/Organization Name</b>	Independent Smallholder Group (Gapoktan) Tanjung Sehati
<b>Address</b>	Mekar Jaya Village, Tabir Selatan Sub District, Merangin District, Jambi Province
<b>Contact Person</b>	Mr Jalal Sayuti (Head of Independent Smallholder Group (Gapoktan))
<b>Telephone</b>	+62 0878 5823 5759 (Gapoktan)
<b>Email</b>	-

### 1.10 Approximate Tonnages Certified

The approximate tonnages certified, based on projection of FFB production in year 2016 from members owned estate only, are as follows:

Fresh Fruit Bunch (FFB): 5,038.88 tonnes or equivalent with Crude Palm Oil (CPO) : 1,008 tonnes (OER : 20%) and Palm Kernel Oil (PKO): 102 tonnes (PKO ER : 45%)

### 1.11 Recommendation for Certification

Independent Smallholder Group (Gapoktan) Tanjung Sehati has established and maintains an effective system to ensure compliance with RSPO Management System, Requirements and Guidance for Group Certification of FFB Production, March 7, 2016. The audit team has confirmed through the audit process that the company's practices complies with, adequately maintains and implements the requirements of RSPO Management System, Requirements and Guidance for Group Certification of FFB Production, March 7, 2016.

PT TUV Rheinland Indonesia recommends that Independent Smallholder Group (Gapoktan) Tanjung Sehati to continue being a producer of RSPO Certified Sustainable FFB.

### 1.12 Date of Certificate Issued and Scope of Certificate

The scope of the certificate covers production of FFB from Independent Smallholder Group (Gapoktan) Tanjung Sehati estates, which includes group of farmer of Sido Mulyo, Sumber Makmur, Mandiri Jaya, Sido Maju, Sumber Hasil and Kemang Jaya. The RSPO certificate was issued dated on June 16, 2014.



## 2.0 ASSESSMENT PROCESS

### 2.1 Certification Body

PT TUV Rheinland Indonesia is member of Group TÜV Rheinland Group, a global leader in independent testing and assessment services. The TÜV Rheinland Group was established in 1872 with offices located in over 490 locations in 62 countries on all five continents. PT TUV Rheinland Indonesia offers certification for a wide range of management systems according to established international standards including ISO 9001, ISO 14001, OHSAS 18001, SA 8000, RSPO (RSPO-ACC-013 dated on June 06, 2014), ISPO (LS-P&K-005-ISPO dated on May 10, 2012), SFM (mandatory and voluntary). PT TUV Rheinland Indonesia's office is located in Jakarta, Indonesia.

### 2.2 Qualifications of Lead Assessor and Assessment Team

The assessment team members of this surveillance audit that were not part of the previous surveillance assessment team, are as follows:

1. Muhammad Fundy C Kurniawan (MK)
2. Ade Sudiana (AS)
3. Entin Hendartin (EH)

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

Name	Position	Qualifications / Experience
Muhammad Fundy C Kurniawan	Lead Auditor	<p><b>Education:</b> Master Degree in Natural Resource and Environmental Management, Bogor Agriculture University.</p> <p><b>Trainings attended:</b> Environmental Impact Assessment (EIA), Ecological Risk Assessment (ERA), Internal Quality Audit Training for Quality Management System, IRQA-QMS ISO 9001:2000, IRQA-EMS 14001, High Conservation Value (HCV), RSPO Lead Auditor Course, ISPO Auditor Course, SCCS Auditor and ISCC plantation audit.</p> <p><b>Working experience:</b> Experienced in Environmental Impact Assessment (EIA Assessment), Environmental Health Safety Senior Officer (EHS-Senior Officer) in Wilmar International Plantation, Internal Auditor for Wilmar International Plantation, Auditor for Rountable on Sustainable Palm Oil (RSPO), Indonesian Sustainable Palm Oil (ISPO), Timber Legality Verification Certification (SVLK) in PT TUV Rheinland Indonesia since June 2012 – present.</p>
Ade Sudiana	Auditor	<p><b>Education:</b> Bachelor of Forestry, Faculty of Forestry, Bogor Agricultural University.</p> <p><b>Trainings attended:</b> Lead Auditor course 2015 - Neville Clark; ISO 9001, Awwarness training of ISO 9001, 14001 and 18001, inhouse training of ISO 19011 and ISPO, Training of Assesor for Sustainability Natural Forest Management (SFM) by The Indonesian Ecolabelling Institute (2008), Training of Auditor for Sustainability Forest Management By center for Educational and Training of Forestry, Department of Forestry (2010), Examination of competency for auditor of Sustainability Forest Management by Personal Certification Body-Rhino (2014), Training of Auditor For ISPO (2016) by ISPO Comission.</p> <p><b>Working experience:</b> Consultant and Trainer of : Quality Management System (ISO 9001), Environment Management System (ISO 14001), Safety Management System (SMK3/ OHSAS 18001), ISPO (Indonesian Sustainable Palm Oil), Consultant and trainer in PT FOCUS (2008-2016) ; Auditor of SFM in PT Forestcitra Sejahtera (2008-2016); Auditor of SFM, RSPO and ISPO , Auditor in PT TUV Rheinland Indonesia (2016 - now).</p>
Entin Hendartin	Auditor	<p><b>Educational:</b> Doctorate in the field of Forestry Sciences, Graduate School of Bogor Agricultural University.</p> <p><b>Training Attended:</b> Training Ecological Risk Assessment, Training Assessor Plant Seeds Forest, training ISPO, training SFM, Quality Management System (QMS) Auditor / Lead Auditor (ISO 9001: 2008) by IRCA, Environmental Management Systems Auditor / Lead Auditor</p>

		<p>Conversion Training by IRCA (ISO 14001 -2004).  <b>Working experience:</b> Lecturer at the Masters in Bio-management SITH ITB for the course, Policies Analysis of Biological Resources and Dynamics of Social Systems, an expert staff at some consultants like PT Besma work Visitama, PT Edecon Primamandiri, PT Accurate Supramindo Consul, PT Ayamaru Bhakti Pertiwi, PT Tiara Lestari. Auditor at PT Ayamaru Certification, PT Mutu Agung Lestari and PT TUV Rheinland Indonesia. Auditor ISO 9001-2008, ISO 14001-2004 Auditor, Auditor ISPO, the SFM auditors, team leader in several social research in Indonesia.</p>
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**2.3 Assessment Methodology**

The 3rd surveillance assessment was conducted on February 13 – 16, 2017 as per the assessment program below. The assessment was carried out in accordance with PT TUV Rheinland Indonesia’s RSPO audit procedure as well as the RSPO Certification Systems document. During assessment, the qualified TUV Rheinland assessors used the RSPO standard as endorsed for the country in which the assessment took place and recorded their findings.

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

All 6 (six) estate were visited and the assessment team carried out field and document assessments of compliance to all the RSPO principles and criteria. Common systems were identified and specific evidence was recorded for individual estates. Interviews were conducted at all estates.

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

**2.4 Surveillance Assessment Agenda**

Date	Location/ Main sites	Main activities
13/02/2017	Gapoktan Secretariat Office	Opening meeting Document checking, group certification requirement, principle and criteria.
14/02/2017	Gapoktan Secretarit Office	Document check for smallholder legality/entity, RSPO membership number, policy and procedure avaibility, agrochemical use record, fertilizer used record, land ownership/land legality, harvesting record, waste management, zero burning commitment, soil conservation, water management, OSH policy and commitment, law and regulation compliance, soil fertility, IPM implementation, transparency, land acquisition process, social impact, compliance and grievance, wages, employee, child labour, discrimination, sexual harassment, contrirubution to local development, and continuos development.
15/02/2017	Gapoktan field	On site visit to all group member ( <b>see Apendix 5</b> ). On site visit carried out to all group member sample to see implementation and commitment of RSPO principle and criteria as mentioned above.
16/02/2017	Gapoktan Secretariat Office	Continue document check. Closing meeting.

**2.4 Date of Next Surveillance Visit**

The next surveillance visit is planned for February 2018.

**3.0 ASSESSMENT FINDINGS**

**3.1 Summary of Findings**

During the 3rd surveillance assessment, there are 44 (fourty four) nonconformities, consist of 26 nonconformities were assigned against Major Compliance indicators; and 18 nonconformities were assigned against Minor Compliance Indicators. There are none observations or opportunities for improvement were identified. Further explanation of the non-conformities raised and corrective actions taken by the company are provided in Section 3.2. The observations & opportunities for improvement are listed in **Appendix 6**.

The following is a summary of findings made for the criteria listed in the RSPO Management System, Requirements and Guidance for Group Certification of FFB Production, on March 7, 2016.

**A. Findings against requirements for Group Certification :**

**E1: The Group Entity and Group Management Requirements**

**E1.1.1 There shall be documentary evidence of a clearly identified and legal entity.**

**Findings:**

During 3rd surveillance, there is no revision about group entity legal. Group legal entity has been registered in Notarial Deed No.80 year 2013.

All member of group of GAPOKTAN TANJUNG SEHATI has been registered as GAPOKTAN TANJUNG SEHATI with unique registered number.

GAPOKTAN TANJUNG SEHATI already a member of RSPO with RSPO registered member as mentioned in table above.

In 2017, GAPOKTAN TANJUNG SEHATI has established the organization structure, with the group manager assigned was Mr. Jalal Sayuti. This was stated on Notarial Deed No. 80 dated on May 8, 2013 issued by Public Notary on behalf Aswanto, SH, M.Kn.

Complete with organization structure such as:

- Group manager, this group manager will monitoring by Board of Control (*Dewan Pengawas*).
- Secretary
- Treasure
- Staff

And others organization structure under GAPOKTAN TANJUNG SEHATI presented below:

- Environmental unit
- Loan unit
- Organic fertilizer management unit
- Infrastructure unit
- Emergency fire land unit
- Integrated pest and disease unit
- OHS unit
- Fertilizer unit
- FFB trading unit
- Field advisor (*penyuluh lapangan*)
- Complaint and grievance unit
- Internal control system

GAPOKTAN TANJUNG SEHATI has been done carried out periodically meeting every once year, while for 2015, the meeting carried out in 2016. Records of periodically meeting for 2016 available in place, based on evidenced invitation letter No.46/GKT-TS/MJ/IX/2016 dated on September 4, 2016. Minutes of meeting for (RAT) also available in place.

**Compliance status:** Yes

**E1.1.2 The group Entity shall have documented membership requirements for the participation of individual members in the Group which will also cover new membership.**

**Findings:**

During 3rd surveillance, GAPOKTAN TANJUNG SEHATI has established the membership documentation for each individual members, complete with information of individual name, year of planting, total planted area, total area, land ownership certificate, total palm tree planted, joined date, and other information.

Group entity has established procedure for membership registration for RSPO certification in document No.02/SOP/GKT-TS/I/2016 issued on January 01, 2016 by Group Manager. This procedure clearly mentioned about how to apply become a member of GAPOKTAN TANJUNG SEHATI for RSPO certification. The difference requirement for member joining only for group member without certification and with RSPO certification it was "if member want to join in RSPO certification, they should fill up the letter or agreement to show they commitment to comply with all RSPO requirements".

Group entity also has established procedure for exit and re-entering the group with document No.03/SOP/GKT-TS/I/2016, issued on January 01, 2016 signed by Group Manager. This procedure also has set the requirement how to re-entering Group and reason why the member exclude by Group Manager and leave the group.

Based on 3rd surveillance audit, GAPOKTAN TANJUNG SEHATI has established the membership documentation, for each individual members, complete with information of individual name, year of planting, total planted, total area, and palm tree planted.

Group manager already kept the copy of joined agreement between group manager and individual members, complete with signed by both them. Group manager also could showed list of membership, and this list will kept in 5 years.

This procedure mentioned every person if will join to the GAPOKTAN for RSPO Certification, should signed agreement to fulfill all RSPO requirements. And the Group manager still kept the evidence within in 5 years, accordance to the Decree Letter No.05/SK/GKT-TS/X/2013 about document retention time, whereas the document related RSPO will kept in 5 years.

Also there is no revision and new member registered and recorded in Gapoktan Tanjung Sehati. Total member still about 214 farmers from six (6) group farmers, such as:

1. Kemang Jaya, about 28 members
2. Sido Makmur, about 32 members
3. Sido Maju, about 38 members
4. Mandiri Jaya, about 33 members
5. Sumber Hasil, about 25 members
6. Sido Mulyo, about 58 members.

But, found some land ownership changed. Please see the table below:

Old Land Onwner Name	New Land Owner Name	Ha area	Group Farmers
Suroto	Sofyan	1.91	Mandiri Jaya
Waji	Sutarto	1.00	Mandiri Jaya
Arifin	H.Rohmanu	0.78	Sido Maju
Sarbani	Fauzi	1.11	Sido Mulyo

All new members has commitment to involve in RSPO certification implementation in Group member related. The evidence also available such as letter of commitment to comply with RSPO requirements, this letter already signed by related person and Group Manager, dated on November 17, 2015 (Sofyan); April 03, 2016 (Sutarto); July 03, 2016

**Compliance status:** Yes

(Rohmanu); January 10, 2016 (Fauzi). Then all old land ownership already “diberhentikan” dari keanggotaan GAPOKTAN TANJUNG SEHATI” evidenced by “Surat Pemberhentian Anggota” whereas this letter has signed by Group Manager on 2016 (the letter without date and month information).  
The copy all statement letter to comply against to RSPO requirements and “Surat Pemberhentian Anggota” has been given to all related person.  
Also found discrepancy total area certified about 0.6 Ha of Mandiri Jaya compare with last previous surveillance, wheres in this surveillance total certified area about 63.97 and the last previous surveillance was 63.37. This is came from Jumanis Land about 0.6 Ha, this is already raised as nonconformity in the previous audit, and during the 3rd surveillance, that land already include in certified area.

**E1.1.3 The Group Manager shall keep evidence that the nature and structure of the group has been communicated to all members of the Group in an appropriate manner.**

**Findings:**  
GAPOKTAN TANJUNG SEHATI during 3rd surveillance has established the organization structure for group entity and for group farmers, and this organization already communicated to all group members, by installed in information board in the Group Secretariat Office, and all group members could access freely.  
Based on field assessment, interviewed with group member, i.e.:  
1. Imron Rojali, Sumber Hasil Group Farmers  
2. Suwarno, Sido Maju Group Farmers  
3. Padmo, Sido Mulyo Group Farmers  
All members as sampling has know very well about Group Manager structural organization.

**Compliance status:** Yes

**E1.1.2 The Group shall be managed by a Group Manager**

**E1.2.1 The appointed Group Manager shall be either an identified legal entity or an individual acting on behalf of the legal entity, i.e.: the Group Entity (E.1.1.1).**

**Findings:**  
Based on 3rd surveillance audit, GAPOKTAN TANJUNG SEHATI has legal entity as GABUNGAN KELOMPOK TANI TANJUNG SEHATI accordance to the Notarial Deed No.80 dated on May 08, 2013. There is no any revision related Notarial Deed since the last surveillance audit. GAPOKTAN TANJUNG SEHATI also showed the organizational structure, and assigned Mr. Jalal Sayuti as Group Manager, and all members has agreed with this organizational structure.  
All organizational structural already has job description for each structural, and this job description has described in that document and also mentioned in organizational structure installed in information board. The complete explanation already mentioned in Group Entity (E.1.1.1) above.

**Compliance status:** Yes

**E1.2.2 The Group Manager shall be able to demonstrate sufficient resources and capacity for managing Group Certification and performance assessment against this Standard.**

**Findings:**  
During 3 surveillance audit, GAPOKTAN TANJUNG SEHATI has carried out internal audit in January – February 2017, and the next internal audit will carry out on July 2017.

**Compliance status:** Yes

Group manager has established all procedure to ensure the RSPO P&C for independent smallholder implementation. To ensure the RSPO P&C will implemented by all members, GAPOKTAN TANJUNG SEHATI has procedure document No.06/SOP/GKT-TS/V/2016 dated on May 15, 2016 about internal audit. Procedure mentioned internal audit will carry out twice in a year. The procedure also mentioned about sampling method for internal audit based on RSPO sampling manner.

To follow up the internal audit result, procedure mentioned in six month. Based on record internal audit result, all nonconformity has been identified per person and also has set the time to close the nonconformity as found, with time between 1 – 3 months.

Group manager also has defined the membership requirements in accordance to the RPSO requirements and already communicate to the all members by the briefing and periodically meeting and also mentioned in Group entity procedure in Membership procedure. Then, for external audit result from certification body, there is established procedure document No.07/SOP/GKT-TS/II/2017 Rev2, issued on February 16, 2017 about internal and external audit. This procedure already explained about how to handling nonconformity from external audit/certification body.

GAPOKTAN TANJUNG SEHATI has 12 person as internal auditor, this person already in organizational structure. Group manager also has staff for document control and others administrative documentation. Completely human resource in GAPOKTAN TANJUNG SEHATI has explained in the E.1.1.1 above in organization structure.

In record on RAT meeting (periodically meeting) discussed about budget financial condition, then also FFB projection production for 2017.

**E1.2.3 The Group Manager and/or their personnel shall be able to demonstrate competence and knowledge.**

**Findings:**

Group Manager could show the RSPO P&C for independent smallholders, and list of procedure as guidelines for RSPO implementation.

Group manager also has internal auditor to help the group manager to ensure, control and monitoring all members in RSPO implementation.

Group manager also could show the internal procedure, policy and others. Group manager also has established the Job Description for each organizational structure, such as Job Description for Group Manager, Secretary, Treasury unit, Environmental Unit, Internal Control System Unit and others.

Group Manager also has policy for OHS, Environmental Management, conservation and others. Example procedure for OHS document No.26/SOP/GKT-TS/VII/2016 and OHS policy No.2 Year 2016 about OHS. This policy issued on January 10, 2016.

But, there is no sufficient evidenced related New RSPO Independent Smallholder Requirements briefing/communicate to all members. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00842

**E1.2.4 The Group Manager shall provide potential and existing Group members.**

**Findings:**

Group manager has carry out RSPO briefing to all members on November 4, 2016, attendant by 64 members completed with attendant list and photograph. Based on minutes of meeting, RSPO briefing discussed about RSPO P&C especially about chemical handling,

**Compliance status:** No

NCR RSPO00843

fertilizer handling, but the minimum requirements should inform to the Group Member as required in this criteria not still include in RSPO briefing in November 2016. **This is raised as nonconformity.**

**2.2. Internal Control System – Policies and Management**

**E2.1.1 The Group Internal Control System Shall contain Procedures for decision-making, and responsibilities within the Group (including the authority of the Group Manager) shall be identified.**

**Findings:**

Group manager has established procedure for internal control system (internal audit) document No.06/SOP/GKT-TS/V/2016 about internal audit implementation issued by Group Manager dated on May 15, 2016. This procedure mentioned that internal audit will carry out every six month. This procedure also mentioned about internal audit manner, timeframe for internal audit result report to Group Manager and internal audit nonconformity follow up will submit in one period (5 month after internal audit). Procedure also mentioned method about sampling technique based on RSPO sampling technique.

Group manager already identifying the geographical area covered by Group Manager responsibility i.e.: consist of 6 group farmers, 214 members, and 346.57 Ha.

Group manager also has documented all persons who will in charge in every aspect/unit management under group manager, this is defined by Organizational Structure. This organizational structure consist of:

- Group manager, this group manager will monitor by Board of Control (*Dewan Pengawas*).
- Secretary
- Treasury
- Staff

And others structure under GAPOKTAN TANJUNG SEHATI presented below:

- Environmental unit
- Loan unit
- Organic fertilizer management unit
- Infrastructure unit
- Emergency fire land unit
- Integrated pest and disease unit
- OHS unit
- Fertilizer unit
- FFB trading unit
- Field advisor (*penyuluh lapangan*)
- Complaint and grievance unit
- Internal control system

While for criteria membership requirement also has established by Group Manager through the procedure document No.02/SOP/GKT-TS/I/2016 issued on January 01, 2016 by Group Manager. This procedure already explained in criteria above.

Annually meeting also established by Group Manager in one a year. Last annually meeting carried out in 2016 called with (Rapat Tahunan Anggota/RAT). On this meeting discussed about group problem, internal audit result, external audit result, chemical handling and also improvement.

There is no available procedure related to initial gap audit for prospective member. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00844

**E2.1.2 The Group Internal Control System shall contain Procedures for maintaining records for all Group members.**

**Findings:**

Based on 3rd surveillance audit, group manager has established member group list include in RSPO certification. This member list has completed by name, total area, total planted and year planting area, also location map.

Every member has code unique number to identify the member group. Copy of land ownership also available in group manager.

During the 3rd surveillance audit, there is no any group member leaving the group, only land ownership change status, it is because "jual beli" activity. Even this is "jual beli" activity, member group has ensure the new of land ownership still commit to RSPO implementation. Accordance to evidence of letter of RSPO commitment on behalf Muhammad Fauzi dated on 10/01/2016 abut land changed (buying) from Mr. Sorbani.

FFB production records also available in group manager, example FFB production records for RSPO certified area per each group member (poktan). FFB production projection for 2017 also available.

RSPO and others training/briefing for all group member also available in place.

Group manager has established procedure for internal control system (internal audit) document No.06/SOP/GKT-TS/V/2016 about internal audit implementation issued by Group Manager dated on May 15, 2016.

This procedure mentioned that internal audit will carry out every six month. This procedure also mentioned about internal audit manner, timeframe for internal audit result report to Group Manager and internal audit nonconformity follow up will submit in one period (5 month after internal audit). Procedure also mentioned method about sampling technique based on RSPO sampling technique.

Group manager through the internal control system has complete information for all group members, such as name, location, land ownership No., addressed, telephone No., year of planting, and total area include in RSPO certification. This document will update if any new member, changed land ownership, and others.

Group manager already documented all activity in the Group Entity such as:

- List of RSPO certification members
- Unique number of member
- Letter of agreement of all members to fulfill all RSPO requirements
- Form of exit and re-entering members
- FFB production records for 2016 for each farmers group and framers group member/individual.
- Internal Audit result
- Training/briefing records for 2016
- External audit result from certification body.

All records above already available in place and will explained in related principle and criteria.

**Compliance status:** Yes

**E2.1.3 Relevant group records shall be archived for a minimum of 5 years using an appropriate secure system.**

**Findings:**

During the 3 surveillance, Group has established the mechanism for documentation retention time, in document No.05/SK/GKT-TS/X/2013 issued by Group Manager. This document explained that all document related RSPO certification system will kept in five (5) years.

Based on document verification, all document related RSPO certification already kept in five (5) years by Group, such as:

**Compliance status:** Yes



<ol style="list-style-type: none"> <li>1. Letter of agreement to commitment for all members to compliance against to RSPO principle and criteria.</li> <li>2. Documented procedures</li> <li>3. Internal audit result for 2016</li> <li>4. FFB production records for all certification members</li> <li>5. Briefing records such as attendant list and photograph,</li> <li>6. And others</li> </ol>	
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**E2.1.4 The Group Internal Control System shall include an initial gap audit procedure (i.e. baseline assessment and needs for compliance) for applicants wishing to join the group.**

**Findings:**

During the 3rd surveillance, there is no initial gap assessment procedure related for new applicants and prospective member if they want to join to the Group Certification. **This is raised as nonconformity under E2.1.1 above.**

**Compliance status:** No

NCR RSPO00844

**E.3 The Internal Control System – Operations**

**E3.1.1 The Group Manager shall develop and implement the internal audit program, which includes, but not exclusively: timeline, operational plans, monitoring and evaluation records.**

**Findings:**

During 3rd surveillance, group manager has established the internal audit procedure with document No.06/SOP/GKT-TS/V/2016 about internal audit implementation issued by Group Manager dated on May 15, 2016. This procedure mentioned that internal audit will carry out every six month. This procedure also mentioned about internal audit manner, timeframe for internal audit result report to Group Manager and internal audit nonconformity follow up will submit in one period (5 month after internal audit). Procedure also mentioned method about sampling technique based on RSPO sampling technique. Internal audit records for 2017 carried out on January – February 2017 for 15 group farmer members. All documentation related internal audit implementation available in place.

Group has person in charge for internal audit, and has stated in Organizational Structure, there are 12 persons. This all internal audit already training to enhance the qualification of internal auditor. Training carried out on May 15, 2016 attendant by 21 person from all group farmers/internal auditor. This training held by Yayasan Setara as advisor of Group.

Based on record internal audit result, all nonconformity has been identified per person and also has set the time to close the nonconformity as found, with time between 1 – 3 months.

Then, procedure document No.07/SOP/GKT-TS/V/2016, explained internal audit result will communicate to member within 7 week after internal audit. In case, if found member not follow the internal audit, the group manager will issued reminder letter 1 and 2 “*Surat Peringatan 1 atau 2*” and remove from group if still not follow up the internal audit result.

Accordance to the Decree letter No.05/SK/GKT-TS/X/2013 about document retention time, explained for all document related RSPO will kept in five (5) years.

Based on several sampling, still found some of GAPOKTAN member such as Mr.Solekhan from Sido Makmur and Mr. Amir from Sido Maju, both of them still not understood with RSPO P&C. But until during the audit, there is no any records to follow up this condition. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00845

**RSPO 3rd Surveillance Audit Report  
GAPOKTAN TANJUNG SEHATI**

Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



**E3.1.2 The Group Manager shall carry out a risk assessment of Group members to identify an appropriate sampling intensity of Groups members for the certification assessment.**

**Findings:**

Group manager based on procedure document No.06/SOP/GKT-TS/V/2016 about internal audit implementation issued by Group Manager dated on May 15, 2016 already established the sampling method based on RSPO guidance. And based on internal audit records for January – February 2017, sampling based on risk assessment categorized as medium level, with total member 214 member, so sampling took about 15 person, based on  $0.8\sqrt{y}+1$ .

Every internal audit, sampling will changed, so all members will include as sampling by internal audit.

Group member has record of internal audit program for 2017. Whereas the internal audit for 2017 has been done on January – February 2017, and the follow up for internal audit result will done until June 2017.

Based on group manager interviewed, total sampling has took came from risk assessment, because all group members came from in one village with the same condition, but difference year of planting, and has history of nonconformities related RSPO P&C audit in previous audit, so this condition made Group in Medium Risk.

**Compliance status:** Yes

**E3.1.3 The Group Manager and the internal auditors shall jointly declare no conflict of interest for the internal audit process.**

**Findings:**

During the 3rd surveillance, group manager and all internal auditors has signed together declaration that all of them no conflict interest for the internal audit against to all group members. This agreement signed on May 05, 2016 by 12 person internal auditor and group manager.

Internal audit carry out by rotation system to cover all group members will include in internal audit and could be assess by internal auditor.

**Compliance status:** Yes

**E3.1.4 The Group Manager shall conduct initial gap audits with any potential new members, to assess the following pre-requisites.**

**Findings:**

During the 3rd surveillance, there is no any new member joined in Group, but Group not established initial gap assessment procedure related for new applicants and prospective member if they want to join to the Group Certification. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00846

**E3.2 The Group Internal Control System shall include a system in place to enable the trading of RSPO certified Fresh Fruit Bunch (FFB) produced from the Group.**

**E3.2.1 The Group Manager shall document and implement a system for the tracking and tracing of FFB produced by the Group members, and intended to be sold as RSPO certified FFB.**

**Findings:**

During 3rd surveillance audit, group manager has established decree letter No.01/SK/GKT-TS/IX/2013 about FFB traceability with mass balance model (MB). This letter issued on September 21, 2013.

Then, based on procedure document No.10/SOP/GKT-TS/VI/2016 about FFB trading, explained between certified and uncertified FFB will

**Compliance status:** No

NCR RSPO00847

record separately, and all FFB production records will kept in five (5) years.

Records FFB production certified and uncertified presented below:

1. Certified FFB about 5,000.929 mt from total certified area about 214 members and 346.57 Ha certified area.
2. Noncertified FFB came from non-member about 1,735.926 mt.

Based on FFB delivery document verification on October 25, 2016, found FFB delivery slip stamp by "RSPO FFB Certified MB", and others information such as delivery ticket No., driver, vehicle number, and FFB weight.

But this RSPO MB stamp only on in 1 document (FFB delivery note) with FFB source and FFB amount information mixed with non certified FFB information inside. This condition possible to mistake during calculation process between FFB certified and non-certified. **This is raised as nonconformity.**

Group member has established procedure document No.10/SOP/GKT-TS/VI/2016 about FFB sales. This procedure already explained about how to trace FFB certified from group member if physically sales, i.e.: group use eight (8) numerical code (00 0000 00) with explanation:

1. 00 is group farmers name
2. 0000 is deliver name information
3. 00 is FFB origin, then the FFB origin information will describe:
  - a. 01 is group member include in RSPO certification
  - b. 02 is group member not include in RPSO certification
  - c. 03 is FFB from outside/not group member

This procedure also set about FFB sales use RSPO IT platform (e-trace system) with CSPO, CSPKO and CSPKE credit in e-Trace. Then, in point No.7 also mentioned trader not allowed to double claim. But this procedure still new, and not socialization yet to Trading unit. **Nonconformity.**

**E3.2.2 There shall be a collective Group procedure for the sale of all certified FFB to ensure that non-certified FFB are not sold as RSPO certified FFB. If certified FFB is combined with non-certified FFB prior to the sale and delivery to a palm oil mill, a mass balance system shall be in place to ensure the quantity of FFB sold as Mass Balance is equal to the quantity of RSPO certified FFB in the mix.**

**Findings:**

During 3rd surveillance audit, group manager has established FFB trading procedure document No.10/SOP/GKT-TS/VI/2016. This procedure explained between certified and uncertified FFB should record separately and kept within 5 years. Also, should records who the land ownership and how much FFB produced for certified and uncertified FFB, this records also keep separately. This procedure also mentioned every FFB will delivery to mill, should complete with FFB delivery notes, tonnage information, vehicle number, driver name and supply chain model will apply.

Based on FFB delivery dated on October 25, 2016 ticket number 00003225 delivered to PT Agro Wijaya Industri, whereas FFB delivery about 8,870 kg has complete with RSPO Certified MB stamp. In in delivery notes also mentioned driver name, vehicle number and DO number. But, the RSPO MB certified stamp only available in FFB delivery note, whereas the FFB delivery note mix with non certified FFB, so it could not be traceable amount of FFB of certified between noncertified. This condition will be potentially calculation mistake during calculate the FFB. **This nonconformity raised under 3.2.1 above.**

**Compliance status:** No

NCR RSPO00847

**RSPO 3rd Surveillance Audit Report  
GAPOKTAN TANJUNG SEHATI**

Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



**E3.2.3 All sales of FFB originating from the plantations of Group members shall be documented and recorded.**

**Findings:**

Based on FFB sales in 2016, total FFB produced for certified FFB about 5,000.929 mt, Group also received FFB uncertified from outside Group about 1,735.926 mt.

For FFB certified has sold by Group through the green palm mechanism. All FFB certified converted into CSPO and CSPKO accordance to the RSPO standard about extraction rate. All certified FFB already sold by green palm mechanism by green palm transaction record match reference 17115 and 17116 trading year 2016, dated on January 27, 2017 with the buyer CILAG GMBH INTERNATIONAL, with CSPO sold about 960 mt and CSPKO 108 mt.

While the physic FFB certified sold to the palm oil mill with no any certified claim, but only RSPO Certified MB stamp information in FFB delivery note. This is to help the group to trace easier FFB certified delivery and palm oil mill will received the certified FFB.

Then, for uncertified FFB there is no stamp information in the delivery note. This is the difference between certified and uncertified FFB sold activity.

**Compliance status:** Yes

**E3.2.4 The Group Manager shall maintain copies of all documentation and records mentioned in E3.2.3 related to group FFB transactions for a period of a minimum of 5 years.**

**Findings:**

Accordance to Decree Letter No.05/SK/GKT-TS/X/2013 about retention time document, whereas the document related RSPO will kept in 5 years. And based on document verification all FFB certified handling such as harvesting, and sales activity already in place and could access by trading person in charge and also accessible in 2016.

**Compliance status:** Yes

**E3.2.5 Traders of FFB shall be either part of the Group management system following this guidance or be RSPO Supply Chain certified in order to sell certified FFB. Traders of FFB are encourage to be include within the Group Certification control rather than obtain their own supply chain certification. The Group Manager will ensure that the trader has clear procedures to ensure that mass balance calculations are accurate if applicable and that all FFB sold by the trader is traceable back to the Group members.**

**Findings:**

Not Applicable

**Compliance status:** Not Applicable

**B. Findings against RSPO Principle and Criteria for Independent Smallholder :**

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

**Findings:**

**Findings:**

The group manager has disseminated the SOP related data and information requests, on January 16, 2016, attended by 30 participants, consisting of Gapoktan board, head of farmer groups and members, and workers.

Gapoktan provide information to the parties, by inviting them, to discuss the Gapoktan activities report in 2015, and discuss the

**Compliance status:** Yes

programm 1 year ahead, on September 3, 2016. There is evidence present from several parties, including, Chairman of BPD Mekar Jaya, BP3K of Tabir Selatan (Implementing Agency for Agricultural Extension and Forestry). Head of South Tabir Sub-district, Head of PT Sari Aditya Loka, Head of Tabir Selatan Police, and Head of Kemang Village.

There is no obligation of group chairman, to make monthly, semester or yearly report, related to Registration Certificate of Plantation Cultivation (STD-B), and Statement of Management Capacity and Environmental Monitoring (SPPL) issued by the authorized institution.

The group manager has recorded incoming mail and outgoing mail in the log book.

The results of interviews with members of Gapoktan Tanjung Sehati from Sido Makmur Farmers Group, they understand the SOP of Data and Information Demand No.32/SOP/GKT-TS/VII/2016, dated July 28, 2016, the SOP explained that, the information request is addressed to the group manager. Members of Gapoktan Tanjung Sehati also understand the contents of the SOP:

1. FFB production data
2. Data on the use of fertilizers, and pesticides
3. Member data
4. Health and safety plan
5. Assessment plan related to social impact analysis
6. HCV documentation
7. Pollution reduction and prevention plan
8. Member suggestion book
9. RAT report
10. Work program
11. SOP and SK Gapoktan
12. AR / ART and Legal Entity
13. Continuous Improvement Plan
14. Report of the audit result from the certification body /external audit
15. Human rights policy

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

**Findings:**

Gapoktan Tanjung Sehati has documents available to the public, and can be accessed limitedly. The document is defined by the group manager, on July 28, 2016. The following documents are publicly available:

1. FFB production data
2. Data on the use of Fertilizers and Pesticides
3. Member data
4. Health and safety plan
5. Assessment plan related to social impact analysis and
6. HCV documentation
7. Pollution reduction and prevention plan
8. Member suggestion book
9. RAT report
10. Work program
11. SOP and SK Gapoktan
12. Articles of Association, and Legal Entities

**Compliance status:** Yes

<p>13. Continuous Improvement Plan  14. Report on audit results, from external certification / audit institutions  15. Human rights policy</p> <p>While documents that can be accessed limitedly, i.e.:</p> <ol style="list-style-type: none"> <li>1. Member complaint report</li> <li>2. MOU</li> <li>3. Letter of employment agreement</li> </ol> <p>Based on interviews with members of Gapoktan Tanjung Sehati, it is known that the members concerned, know the documents that are widely accessible, and documents that can be accessed in a limited way.</p>	
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**Criterion 1.3. Growers and millers commit to ethical conduct in all business operations and transactions.**

<p><b>Findings:</b>  The group of managers showed evidence, Decree No: 15/SK/GKT-TS/II/2016 on ethical conduct, and the prohibition of corruption, signed by Gapoktan Tanjung Sehati (group manager), on 12 February 2016. The decision, Such as, prohibited from any act of corruption, collusion and nepotism, prohibited from manipulating data, and prohibited from fraud and embezzlement. Based on the results of the interview, with members of the Sido Makmur Farmer Group, it is known that they understand the code of ethics from Gapoktan Tanjung Sehati, for example, should not KKN, should not manipulate the Data. The member received information regarding the code of ethics, by December 2016.</p>	<p><b>Compliance status:</b> Yes</p>
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**Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.**

<p><b>Findings:</b>  Gapoktan has a list of applicable laws and regulations to palm oil plantation activities on the Gapoktan, labor, plantation are presented list of rules references such as :</p> <ul style="list-style-type: none"> <li>• Law no.12 year 1992,</li> <li>• Law no. 04 year 1982,</li> <li>• Law no. 25 year 1992</li> <li>• Law no.13 year 2003</li> <li>• Law no.23 year 2007,</li> <li>• Law no.32 year 2009,</li> <li>• Government Regulation No. 7 year 1999,</li> <li>• Government Regulation No.16 year 2007,</li> <li>• Government Regulation No.74 year 2001</li> <li>• Ministry of Agriculture Regulation No. 1 year 2007,</li> <li>• Ministry of Agriculture Regulation No. 14 year 2009,</li> <li>• Ministry of Agriculture Regulation No. 82 year 2013</li> <li>• Ministry of Agriculture Regulation No. 14 year 2013,</li> <li>• Ministry of Environment Regulation No.13 year 2010,</li> <li>• Ministry of Environment Regulation No. 12 year 2012,</li> <li>• Ministry of Agriculture Regulation No.98/Permentan/OT.140/9/2013),</li> <li>• Ministry of manpower and transmigration regulatin, No.8 year 2010</li> </ul>	<p><b>Compliance status:</b> No</p> <p>NCR RSPO00848</p>
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Gapoktan has record of law and legal compliance presented in evaluation document of compliance law / legislation. There are evidence that law and regulation compliance such as :

- a. Gapoktan have complied with the Ministry of Environment Regulation No. 13/2010 with evidence is the Gapoktan have Environmental Management Statement (SPPL) document which has issued by Head of the Environment Agency (BLHD) of Merangin Regency ;
- b. Gapoktan have complied with the Ministry of Agriculture regulation No.26 year 2007 article 5 with evidence is the each group members have Registered Business Certificate of Horticultural Crop Cultivation Venture (Surat Tanda Daftar – Budidaya (STD-B)).

During verification of document and interview, group manager did not have checklists or booklets that group members can use to help them implement the legal requirements. **This condition, auditor raises as non conformity.**

Beside that the group member does not yet have proof that the group member has received and filled out the checklist / checks provided by the group manager to ensure legal compliance and applicable requirements. **Auditor raises as non conformity.**

The organization has a mechanism for identification and circulating the law and regulation presented in SOP for updating rules and regulation, No. 31/SOP/GKT-TS/VII/2016 issued date on July 28, 2016. The SOP describe that rules and regulation are obtained form internet, government agency and third party. For socialization the rules and regulation conducted through at the meetings, make appeals, print rules to give to members. Secretary of Gapoktan is person in charge for responsibility of identifying the rules.

Organization has available rules and regulation, however the group manager has no information who and how ensures that the rule and regulation are being implemented

Base on SOP for updating rules and regulation, No. 31/SOP/GKT-TS/VII/2016 issued date on July 28, 2016, Secretary of Gapoktan conduct to monitoring and updating the law and regulation once a year through internet, contact to third party and government agencies. There is evidence that Gapoktan conduct monitoring and updating rules and regulation presented in list of reference rules. There is record of update regulation on January , 2017

**Compliance status: Non compliance**

- a. Group managers do not yet have tools / checklists that group members can use to implement applicable legal requirements
- b. The group member do not yet have proof that the group member has received and filled out the checklist / checks provided by the group manager to ensure legal compliance and applicable requirements

**Criterion 2.2: The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.**

**Findings:**

During 3 surveillance audit, there is no any revision about Group member. The group member still about 214 member from 6 group farmers, such as:

**Compliance status: No**

NCR RSPO00851

1. Kemang Jaya, about 28 members
2. Sido Makmur, about 32 members
3. Sido Maju, about 38 members
4. Mandiri Jaya, about 33 members
5. Sumber Hasil, about 25 members
6. Sido Mulyo, about 58 members.

All members has records of land ownership certificate as land legal entity, and the copies of land legal entity available in place and accessible. (All sampling complete with legal land entity will presented in **Appendix 6**).

Based on field assessment in all sampling took for all group farmers, all area completed by boundary pillars with red and with colour. And based on field and farmers interviewed there is no any land dispute found, because this land was provide and set by Indonesian Government for Transmigration used only.

Map of legal boundaries also available in place by map of certification area for GAPOKTAN TANJUNG SEHATI. Although, group manager has copied of legal land entity completely and could accessible.

No disputes, all gapoktan members participate in installing the boundary, witnessed by their respective group boards, so that all members know the boundaries of the estate. The whole map was made by Gapoktan companion (Setara Jambi Foundation), but the coordinator point taker was farmer (participatory boundary mapping). Mapping activities involve all farmers. Each farmer already knows the boundaries of his owned land.

There are no land conflicts, as evidenced by the existence of the Certificate of Property (SHM), and Land Certificate (SKT) owned by the members of the farmer group.

The description of land ownership is on the list of farmer group members. In the list, there are details of the names of farmers, land area, title, land letter 2014, and 2015, and information.

But found discrepancy of land use ownership between letter of cultivation register (STDB) in one of group member on behalf Suwarno. **This condition raised as nonconformity.**

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

**Findings:**

During 3rd surveillance, there is no customary rights and land dispute in the GAPOKTAN TANJUNG SEHATI. All land is clearly belong to the group member of GAPOKTAN TANJUNG SEHATI through the transmigration mechanism decided by Indonesian Government long time ago.

**Compliance status:** Yes

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

**Findings:**

During 3rd surveillance, GAPOKTAN TANJUNG SEHATI has budget program for long term economic such as FFB estimation production prjection, fertilizer activity, agrochemical activity and others. Whereas for replating program still not available because the YoP still in productive.

**Compliance status:** Yes



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

**Findings:**

Group Manager has procedure for good agriculture practices such as preparation of land for new planting, nursery, manuring, harvesting, Integrated pest management, Controlling for erosion of land etc.

However Gapoktan does not have procedure for cultivation, preparation of land for replanting and road maintenance. **Its condition, auditor raise a non conformity.**

Beside that Group manager can not show a evidence that the procedures have sosialization to group member. **Therefore auditor raise a non conformity.**

Group manager have a mechanism to check implementation of SOP through internal audit determined in SOP for implementation Internal audit, No. No. 06/SOP/GKT/-TS/V/2016 issued on date November 1, 2016. The procedure describe that Implementation of internal audit is conducted twice a year. Group manager has been conducted internal audit activities on January – February 2017. There is record of SOP implementation such as program's internal supervisor unit, log the status of corrective and preventive action request. However group Manager can not show evidence that they have taken corrective and preventive action against the result of internal audit. This condition raised under E3.1.1 above.

Group manager have done monitored the individual records keeping by member through collecting and saving record of SOP implementation for all farmer group such as Data of FFB production year 2016, the total amount of fertilizer application, amount of pesticide use.

Record of FFB production each farmer group in year 2016 :

- a.Mandiri jaya farmer group : 827.040 Kg
- b.Kemang Jaya farmer group: 535.150 Kg
- c.Sido Maju farmer group : 1.070.133 Kg
- d.Sido Makmur farmer group : 677.000 Kg
- e.Sido Mulyo farmer group: 1.366.836 Kg
- f. Sumber hasil farmer group: 524.770 Kg

Group manager maintain record of SOP implementation each farmer group, however, group manager can not show evidence that template record of SOP implementation submitted to members. **Auditor raises as non conformity.**

During interview for member at the field, individual member keep record of SOP implementation such as Data of FFB production, the total amount of fertilizer application, the amount of pesticide use. However, there is no record of SOP for pruning and SOP for mechanical weed control implementation. Its condition, **auditor raise a non conformity.**

Group Manager has list of member for RSPO certified. Plantation map show location of estate individual member.

**Compliance status: No**

NCR RSPO00852  
NCR RSPO00853  
NCR RSPO00854

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

**Findings:**

Gapoktan Tanjung Sehati has procedure for soil fertility presented in SOP for manuring, No. 16/SOP/GKT/-TS/V/2016 issued on date November 1, 2016.

However in SOP for manuring has not mentioned the amount of fertilizer application. Its condition, auditor raise as non conformity.

During interview with group member, there is no evidence that Group member have been socialized SOPs for manuring.

**Therefore auditor raise a non conformity.**

Organization conduct monitoring record of ferlizer usage by each group member. However, group manager can not show template to record of fertilizer given to members. Auditor **raised as non-conformity.**

During verification of document, Group member keep and maintain record of fertilizer usage. There is record of fertilizer usage by group member in year 2016 such as:

- a. Subroto from Sido Makmur farmer group: amount of fertilizer usage on January and August 2016 : Ponska =450 kg ; Ponska = 450 Kg
- b. Umar from Sido Maju farmer group: amount of fertilizer usage on January and September 2016: Urea = 300 Kg ; Urea = 300 kg.
- c. Yanto from Kemang Jaya farmer group: amount of fertilizer usage on January 2016: KCL = 400 kg.
- d. Yusrizal from sumber Hasil farmer group; amount of fertilizer usage on January and November 2016; KCl = 300 kg; KCL = 400 kg.

However there is evidence that group member do not write the date of fertilization activity on the records of fertilizer use, this is not in accordance with SOP for manuring. **This condition, auditor raise as non conformity.**

Group Member maintain record of fertilizer use each farmer group in year 2016 describe below:

- a. Sido Maju farmer group, amount of fertilizer usage on January – December 2016 : Urea = 10.650 kg, KCL = 5200 kg, SP= 5050, NPK = 5150 kg, Borat= 20 Kg, Ponska = 6900
- b. Mandiri Jaya farmer group, amount of fertilizer usage on January – December 2016 : Urea = 6500 kg, SP 36 = 3750 kg, KCL= 9000 , NPK = 9500 KG.
- c. Kemang jaya farmer group, amount of fertilizer usage on January – December 2016 : Urea = 1.450 kg, KCL= 4.150 SP 36 = 500 kg, NPK=6200 kg, Borat= 8.400, Kapur : 1000
- d. Sumber Hasil farmer group, amount of fertilizer usage on January – December 2016 : Urea = 2400 kg, SP = 2150 kg, KCL = 5800 kg, NPK=5250 , ZA= 200 Kg ; Kisriet = 100 kg, kapur = 1000 kg.
- e. Sido Makmur farmer group, amount of fertilizer usage on January – December 2016 : Urea = 3.790 kg, SP = 1050 kg, KCL= 5.700 kg, NPK= 5300 Kg, Borat = 34 kg, Kapur = 3150.
- f. Sido Mulyo farmer group, amount of fertilizer usage on January – December 2016 : Urea = 9000 kg, SP = 2.450 kg, KCL = 14.850 kg, Kapur = 7.600 Kg, NPK = 1.500 kg, Kiesirit = 650 kg

**Compliance status: No**

NCR RSPO00855  
NCR RSPO00856  
NCR RSPO00857  
NCR RSPO00858

During verification of document, Group manager could not show record of leaf and soil sampling, **its condition auditor raise non conformity.**  
During interview with group member, there is effort to manage soil fertility through empty fruit bunch application, but group manager does not monitor EFB application. **Therefore auditor raise non conformity.**

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

**Findings:**

Group manager has soil map with scale 1:50.000. Base on the map, type of soil consist of podzolik and orgonosol. There is no peat soil at gapoktan estate.

Group Manager has SOPs for soil erosion management, No. 25/SOP/GKT-TS/VII/2016 dated on 22 July 2016. The procedure describe a strategy for minimise impact of soil erosion through Making horse shoes or terracing before planting or for non-sloping land using a midrib or cover plant on a mirrored area.

During visit at the field (Padmo from farmer group Sido mulyo), the location has a slope, But there is no evidence of terracing/soil conservation. **Its condition, auditor raise as non conformity.**

Each Farmer group have road maintenance program in year 2017 such as : Road piling and drainage repairs

During visit at the field, road condition is good. Farmer group conduct road maintenance through backfill with gravel roads. Group manager have letter of agreement that cost of road maintenance on responsibility of member on date September 29, 2016 regarding the approval of outpatient costs through deductions from the harvest of each member/farmer of Rp. 20.-/Kg FFB.

Base on soil maps, there is no peat in gapoktan Tanjung Sehati area.

**Compliance status:** No

NCR RSPO00859

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

**Findings:**

Group manager have SOP for water and source water, No. 24/SOP/GKT-TS/VII/2016, Issued on date July 22, 2016. During interview with member, there is found water source in Gapoktan area, namely Batuah small river. However group manager did not have the map of water way and water bodies and water management program. **Therefore auditor raise non conformity.**

In the effort to manage the water source, the group manager does not have a water management plan. **Auditor raise as non conformity.** Beside that the group manager has not been able to demonstrate efforts to protect the water sources contained within the work site of the group members to ensure that no pollution occurs due to the group member's plantation activities. **Auditor raise as non conformity.**

During visit at field (water way), there is evidence that group member conduct to protection for riparian river through planting trees at riparian on date May 24, 2016 with local tree.

**Compliance status:** No

NCR RSPO00860

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

**Findings:**

Group manager have procedure for integrated pest management presented in SOP pest and disease control, No. 22/SOP/GKT-TS/VII/2016 issued on date July 22, 2016.

However in the procedure is no mentioned such as: threshold attack rate each pest and disease, pest and diseases control on biologically and mechanically, how and who to do monitoring effectivity of pest and diseases control. **Auditor raise as non conformity.**

Group manager has IPM plan in year 2016 consist of early warning activities and plant beneficial (*Turnera subulata*). However the group manager has not been able to show evidence that early detection for pest attack has been performed in accordance with the SOP for IPM. Beside that group manager also has not been able to show evidence of monitoring the effectiveness of pest and disease control.

Sido Maju Farmer group have conduct effort to control pest attack through plant beneficial on date September 7, 2017. During visit at field, there is evidence that farmer group has conducted plant beneficial plant at main road, e.i *Turnera subulata*.

The manager has been conducting IPM training to members on date February 10, 2017, followed by 39 partisipant, but no evidence of IPM training is followed by all members. **Auditor raise as non conformity.**

**Compliance status: No**

NCR RSPO00861  
NCR RSPO00862

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

**Findings:**

Group manager have procedure related about chemical management, namely SOP for chemical management, No18/SOP/GKT-TS/VI/2016 issued on date June 30, 2016, SOP for chemical handling, No. 19/SOP/GKT-TS/VI/2016 issued on date June 30, 2016, SOP for weed control, No.17/SOP/GKT-TS/VI/2016 issued on date June 30, 2016.

During verification of document, Group manager can not show evidence of training for chemicals to member. **Its condition auditor raise as non conformity.**

Group manager keep and maintain record of pesticides usage by each farmer group and group member consist of amount of pesticides, type of pesticides, month of pesticides application. However group manager has not been able to show a list of chemicals/pesticides established for weed and pest control. Beside that Group member also does not yet have a list of weeds and pests in the group members.

During verification of document, group manager can not show a list of chemicals used by group members in 2016. **Auditor raise as**

**Compliance status: No**

NCR RSPO00863  
NCR RSPO00864  
NCR RSPO00865  
NCR RSPO00866  
NCR RSPO00867  
NCR RSPO00868  
NCR RSPO00869

**non conformity.**

Base on record of pesticide use, Individual members keep record of pesticide use in year 2016, example: Purnomo from Mandiri Jaya farmer group : amount of 0.5 kg Gramoxon and 0.5 kg basmilang.

Group member keep and maintain record of pesticides presented in record of pesticide usage on farmer group in year 2016, example:

- a. Sido Makmur farmer group, amount of pesticide usage on January – December 2016: Gramoxon = 10.5 litres; Noxon = 7 litres, Supretox = 8 litres, Supremo = 2 litres , Roudup = 0.5 litres.
- b. Mandiri jaya farmer group, amount of pesticide usage on January –december 2016 ; Gramoxon = 11.5 litres, Supremo = 3.1 litres, supretox = 2.5 litres , Basmilang = 4.5 litres, Rambo = 1.5 litres
- c. Kemang Jaya farmer group, amount of pesticide usage on January-December 2016; Supretox = 16.5 litres, Gramoxone = 14. 5 litres and Rambo = 1 litre.
- d. Sido maju farmer group, amount of pesticide usage on January-December 2016; Supretox = 7 litres, Gramoxone = 20 litres, markotop= 6 litres, round up = 5 litres, basmilang = 0.5 litre.
- e. Sido Mulyo farmer group, amount of pesticide usage on January –December 2016; Gramoxon = 10 litres, roud up = 1.5 litres, Supretox = 3 litres, Basmilang = 2 litres, starlion = 1 litre, Rambo=3 litres.
- f. Sumber Tani farmer group, amount of pesticide usage on January – December 2016 ; Supretox + 10 litres, Gramoxone = 9.5 litres

There is no prophylactic use of pesticides by group members

Base on record of pesticide use, there is paraquat use in year 2016 such as gramoxone and supretox. However the group manager could show evidence of the use of paraquat to be reduced slowly until it is not reused to the entire group. **Auditor raise as non conformity.**

Group manager have not conducted training for chemical handling. **Its condition auditor raise non conformity.** While during interview with member from Sido Makmur farmer group, there is no training for pesticides handling. **Therefore auditor raise as non conformity.**

Base on interview with group manager, There is no pesticide applied aerielly.

Gapoktan has SOP for chemical management, No.18/SOP/GKT-TS/VI/2016 issued on date June 30, 2016. The procedure describe members must store chemical material on safe location, out of reach of children or pets and Its location is separate from food.

During interview with members, They understood how to store chemicals according to SOP for chemical management.

Gapoktan has a place for storage hazard waste, however there is potential for pollution to the surrounding environment because the floor is still in the form of soil. This discrepancy is further discussed in criteria 5.3.

During verification of document, the group manager can not show evidence that health monitoring of chemical group members has been performed. **Auditor raise as non conformity.**  
Gapoktan has determined that pregnant and lactating women should not engage in activities related to chemicals, namely policy document: SK.11/SK/GKT-TS/II/2016 concerning the prohibition of employing pregnant and lactating women related to chemical handling. Base on list of worker. There is no woman worker related pesticide handling activities.

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

**Findings:**

During 3rd surveillance, Group has established the OHS policy through the document No. No.2 Year 2016 about OHS. This policy issued on January 10, 2016. This policy mentioned about Gorup commitment to compliance with all OHS law and regulation. To support this policy, Group also established the OHS procedure document No.26/SOP/GKT-TS/VII/2016 issued on July 28, 2016 signed by Group Manager. Group manager also assigned person who will responsible for OHS implementation in the Group, i.e.: OHS unit (under Group Organization Structure).

Group also has established the Risk Assessment for each activity in the group, through the document No.33/SOP/GKT-TS/II/2017. This procedure explained that potential risk will came from activity:

1. Fertilizer
2. Spraying
3. Pruning
4. Manual maintaining
5. Harvesting
6. FFB loading
7. Transportation
8. Pesticide mixing process
9. Hazardous waste
10. Domestic waste

On this document also mentioned how to handling and control the risk, through the PPE's and briefing activity. Group manager also has distributed the first aid box to all group farmers (6) evidence by first aid distribution received dated on February 12, 2017. But, for each farmers based on field observation they did not bring first aid box in work site. This was not comply with the standard.

**Nonconformity.**

Group already has OHS Unit Committee, and this person already trained by PT SAL-1 dated on February 10, 2017.

Based on field assessment in Imron Rojali (Sumber Hasil) he was not complete PPE's during at work site (harvesting activity) and he's brought he's daughter in work site without PPE's complete.

**Nonconformity.**

During the field assessment, there is no any chemical/spraying activity plant and applied in work site. But, based on interviewed with Ari son of Pak Dedi (Sido Maju) he stated during he's carried out spraying activity he did not use PPE's completely as required in Group procedure and policy. **Noncoformity.**

Based on document check verification, not all group members 214 member was complete with medical insurance, such as BPJS Kesehatan as required by National law. **Nonconformity.**

Group already carrid out OHS briefng and training dated on February 10, 2017 attendant by 42 person, complete by attendant

**Compliance status:** No

NCR RSPO00870

list and photograph. This OHS training provided by PT SAL-1 (The company where the farmer group sells FFB). Based on field assessment found this OHS briefing not fully effective to build OHS awareness.

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

**Findings:**

During 3rd surveillance, GAPOKTAN TANJUNG SEHATI could show evidence of training implementation done on 2016. Whereas the training such as: agrochemical training, OSH training and briefing, conservation training, and others. All training done on 2016. But, Group Manager could not show evidence that new RSPO P&C for independent smallholder March 2016 has been communicated to all group member. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00871

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

**Findings:**

All group members already has Agreement Statement of Environmental Management and Monitoring Plan (SPPL) issued on November 28, 2013. This document covered for all Group member for certification area and member with not include in certification area. So, the SPPL document consist of 6 (six) document as per group farmers. This document explained about environmental impact such as:

1. Erosion
2. Flood in some area
3. Soil nutrient decreased
4. Water source contamination

And environmental management will addressed to handle the environmental impact, such as:

5. Terracing
6. Drainage management
7. Leguminose planting as cover crop
8. Chemical control use

Based on SPPL document verification, there is no record of SPPL implementation report as required in the SPPL document. **This condition raised as nonconformity.**

Based on field assessment, field condition showed the area was covered by natural plant (cover crop), some area such as riparian river covered by natural trees. But found in some area (riparian was applied with chemical/spraying). **Nonconformity.**

Because palm oil planted done before SPPL document issued, so terracing will be applied in next replanting.

Group already has environmental management plan, this document issued on October 12, 2016. This document mentioned about impact source from all activity has identified such as fertilizing activity, cattle yard activity, spraying activity. But this management plan not complete with time frame to control/evaluate that activity to reduce the environmental impact from all activity has identified. **Nonconformity.**

**Compliance status:** No

NCR RSPO00872  
NCR RSPO00873  
NCR RSPO00874

Also, there is no any training/briefing provided by Group Manager to all group members to mitigated the environmental impact. **Nonconformity.**  
Also there is no any plan to review the mitigation plan every two years. **Nonconformity.**  
Group manager already signed person incharge for Environmental management, and stated in Environmental Unit/departement. But there is no evidence that person in charge already get suffiecient training. **Nonconformity.**

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

**Findings:**

During 3rd surveillance, group member could mentioned and explain species protect by law and regulation. Group has done carried out RTE species identification with involved all group members, and done on September 2016. Based on RTE species identification, majority wild life found in work site group member was:

1. Kucing Hutan
2. Ular Kobra
3. Ayam Hutan
4. Burung Kacer
5. Burung Hantu
6. Burung Beo
7. Beruang
8. Kukang
9. Landak
10. Ular sawah
11. Macaca fascicularis

Group not established the procedure for wildlife management or RTE species management. **Nonconformity.**

Group has done carried out HCV training/briefing for all group members dated on May 15, 2016 attendant by 21 farmers and complete by attendant list and photograph. This HCV training attendant by "pengurus kelompk" then, "Pengurus kelompok" will explained to all group members and fillup the form about HCV identification then addressed to group. So that, all group members are involved to identifie the high conservation area if found.

Group manager has signed person in charge related HCV implementation, in Enviornmental Unit/departement. This unit will responsible against to environmental management and HCV management.

But, group did not yet map of HCV area based on HCV identification. **Nonconformity.**

Group manager still not provide the HCV management plant to ensure protection and conservation for all HCV has been identified.

**Nonconformity.**

Found some riparian area in field Safuan (Sido Makmur); Martono (Mandiri Jaya); Suwarno (Sido Maju) has chemical applied in inside the riparian, this will potential to increase the water contamination from chemical this not complie with procedure No.24/SOP/GKT-TS/VII/2016 about water source management plan. **Nonconformity.**

**Compliance status:** No

NCR RSPO00875



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

**Findings:**

Group has established procedure document No.19/SOP/GKT-TS/VI/2016 for chemical container handling, issued by Group Manager dated on June 30, 2016. This procedure mentioned that all chemical containers should kept in chemical container store in each group farmer. This procedure also mentioned is prohibited to landfill, burn, disposed to environmental/river all chemical container. But based on chemical container store onsite visit (under Group) all chemical container are kept inside, but the hazardous storage still possible to soil contaminated from chemical leakage. **Nonconformity.**  
Found amount of chemical container in large quantities, but there is no handling plans could showed. **Nonconformity.**  
There is no evidence that all chemical waste handling has been communicated to all group members. Training records not available. **Nonconformity.**

**Compliance status:** No

NCR RSPO00876  
NCR RSPO00877

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

**Findings:**

Based on field assessment, and interviewed with group manager and group members, is it not possible to record how much the electricity charge, and other fuel used by group member. All power electricity in group member came from PLN. Not Applicable.

**Compliance status:** Not Applicable

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

**Findings:**

During 3rd surveillance, group has established the zero burning policy with document No.13/SK/GKT-TS/I/2016 issued on January 15, 2016 signed by Group Manager.  
Based on field visit there is no evidence that replanting/land clearing or other activity in work site used fire. Group also installed zero burning activity signboard in several locations for all group member. And this signboard could accessible by all group members.

**Compliance status:** Yes

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

**Findings:**

Group has established list of emission and pollution source in all activity in group member. This document issued on January 2017. The document already explain emission and pollution source, such as fertilizer, chemical (pesticide, herbicide, fungicide, etc), and fossil fuel. This document also mentioned about mitigation plan for each emission and pollution source such as:

1. Not open primary forest
2. Zero burning activity
3. Tidak menggunakan bahan kimia yang dilarang

**Compliance status:** Yes

**RSPO 3rd Surveillance Audit Report  
GAPOKTAN TANJUNG SEHATI**

Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



4. Menerapkan IPM (deteksi dini) and others.  
All mitigation plan already communicate to all group members, evidenced by attendant list February 10, 2017.

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

**Findings:**

During 3 surveillance, GAPOKTAN TANJUNG SEHATI has established the SIA assessment report, but this document not very complete identified all negative impact from all activity in the group member. Then there is no enough evidence that SIA assessment report involved the affected parties. While record of stakeholder communication with affected parties also not available in place during the SIA assessment process. **This is raised as nonconformity.**

GAPOKTAN TANJUNG SEHATI did not have plan to mitigate the negative impact and increase the positive impact accordance to the SIA assessment identification report, also there is no person incharge decided by Group Manager to handling the mitigation plan. Also, GAPOKTAN TANJUNG SEHATI did not have plan to review the mitigation plan minimum every two years. **This is raised as nonconformity.**

**Compliance status: No**

- NCR RSPO00878
- NCR RSPO00879
- NCR RSPO00880
- NCR RSPO00881
- NCR RSPO00882

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

**Findings:**

Gapoktan has SOP of Communication and Consultation with Other Party, No 29 / SOP / GKT-TS / VII / 2016, issued on 28 July 2016. The SOP contains, that is.

1. Outsiders who will conduct consultation and communication with Gapoktan, make a letter of application, or come directly to the office Gapoktan
2. Outsiders must fill in the guest book provided by Gapoktan
3. Documentation of meetings in the form of meeting attendance, notes, and photos
4. If Gapoktan will conduct consultation and communication to outsiders, then Gapoktan make a letter of application in advance, or come directly to the party to be visited.
5. Documentation of visits.

There is evidence of socialization of Communication and Consultation SOP No 29 / SOP / GKT-TS / VII / 2016.

Based on interviews with members of Gapoktan, they understand about the SOP of Communication and Consultation mentioned above.

The communicating and consulting officer is the group manager, as noted, on the Document Main Tasks and Group Manager Functions, point 7.

The results of interviews with members of Farmers Group of Results Sources, it is known that the concerned, knowing the officer in charge of communication and consultation with the parties.

Gapoktan has a list of stakeholders, consisting of, Name of Institution, contact Person, Address, No Tel. The names of the

**Compliance status: Yes**

Parties are:

1. PT SAL 1
2. PT AIP
3. Dishutbun Bangko
4. BP4K Merangin
5. BP3K
6. Camat
7. Head of Mekar Jaya Village
8. PUSKUD Merangin district
9. PT Wahana Tani
10. Notary of PPATK
11. BPN Merangin district
12. extension officer
14. Setara Jambi
15. Apkasindo
16. PT AWI
17. Fasda

Gapoktan Tanjung Sehati documented the results of the meeting with the parties, followed up, and evaluated the results of the meeting, and appointed the person in charge of the activities. Documentation consists of, date of meeting, meeting party, meeting note, and photo.

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

**Findings:**  
Gapoktan has procedures for member complaints, No.09/SOP/GTS/VI/2016, issued on June 21, 2016. The procedure contains:

1. Members may submit, suggest, or complain, to the group leader, or directly to Gapoktan's complaint unit, in the form of oral, written, phone or electronic message (SMS, E-mail etc.)
2. If the complaint through the group leader, the group leader must submit to the board of Gapoktan, then, the officer will record the complaint, in the Member Recommendation Book
3. If the complaint is important, and needs to be kept confidential, then the complaint of that member, will be deemed in a special complaint book, and will not be published. These important things, among others:
  - SARA
  - Things that can trigger conflict
  - Domestic violence
  - Sexual harassment
  - Human rights violations
  - Things that are criminal
4. The identity of the complainant will be kept confidential except to the police
5. Complaints will be addressed for at least 2 weeks
6. If the result of the decision is not satisfactory, there will be further deliberation
7. If not completed, it will be submitted to the authorized party

Group managers have socialized the above procedure to Gapoktan members at regular meetings.

**Compliance status: Yes**

The results of interviews with members of Gapoktan Tanjung Sehati from Sido Mulyo Farmer Group, and Gapoktan board, it is known that they understand the SOP complaint of members Gapoktan, No.09/SOP/GTS/VI/2016.

Gapoktan has recorded member's complaints on internal complaint book, consisting of date, name, address, phone number, complaint/ complaint, signature.

In 2016, there were 4 complaints, including:

1. On 6 June 2016, a complaint from Mr. Sukardi, address in Poros, related to the sale of RSPO certification. Gapoktan replied, that in January 2017, RSPO certificate in 2016 has been purchased by Johnson and Johnshon
2. Date 15 August 2016, complaint from Mr. Muftakirun, address in Kemiri, related to outpatient fund for the hall. Gapoktan (Pak Sagimin) replied that if the fund is available, it will be fixed soon.
3. November 3, 2016, complaint from Mr. Sukardi, address in Poros, complaints related to the desire of members to obtain fertilizer, with credit system. Gapoktan gave the answer that fertilizer credit can be given, as long as FFB sold to sales unit Gapoktan Tanjung Sehati.

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

**Findings:**

Gapoktan has a procedure, related to the transfer of legal rights, No. 30/SOP/GKT-TS/VII/2016 dated July 28, 2016.

1. Land tenure status must be clear (legality), and there is no conflict (having a land title)
2. The transfer of legal rights or customary rights, accompanied by evidence, known to the village head, and witnesses, ie landowners adjacent to the land concerned, and reporting to the head of the group
3. The transfer of legal rights, or customary rights, also includes the transfer of rights and duties of previous owners in Gapoktan
4. The head of the group reports to the Gapoktan board, about the delegation of rights that occurs, then the group leader must also collect the corresponding copy of the letter, as well as a copy of the new landowner.
5. The transfer of legal rights, or customary rights, shall be carried out without the exercise of any party
6. The amount of compensation for the transfer of legal rights, or customary rights, is determined by the agreement of both parties.

The Company has SOPs, related to the criteria and requirements of new members, No.01/SOP/GKT-TS/I/2016.

1. Criteria for new member candidates
  - Own oil palm plantation in Mekarjaya Village
  - Have clear land legality, evidenced by land ownership letter
  - The land should not be in the peatland, forest area, or in conflict
  - The plantation are well managed.
2. Sign up to Gapoktan board

**Compliance status:** Yes

3. Fill out the registration form
4. Complete the terms, such as:
  - Copy of ID card (1 sheet)
  - 3X4 photo passes (2 sheets)
  - Photocopy of land title
  - filling out the members of the farmer group
  - Compliance with RSPO
5. The management will check the suitability of the land, or make a preliminary assessment to see the suitability (Gap Analysis)
6. The candidate will be a member, if all conditions are met.

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

**Findings:**

Gapoktan shows proof of employee salary payment. Employees work for 3 hours a day, from Monday to Saturday, at a salary of Rp930,000 per month. The minimum wage of Jambi Province, in accordance with the Decision of the Governor of Jambi, Number 919 / KepGun / Dissosnakertrans / 2016, issued on October 22, 2016, concerning the determination of the minimum wage of Jambi Province in 2017 amounted to Rp2,063,948.63. Based on the calculation of wages, there is no Gapoktan employees, who are paid under the minimum wage of Jambi Province.

The results of interviews with employees of Gapoktan Tanjung Sehati, and examination results of employee salary slips, a.n Sumaryatun, there is no salary payment found under the minimum wage of Jambi province.

**Gapoktan shows evidence Letter of employment agreement, which contains:**

- Article 1. Employee status, contract period, duration
- Article 2. Duties and responsibilities as an employee, the obligation to maintain confidentiality, working time for 3 hours a day, 24 days a month, gapoktan are obliged to provide work equipment, and employees are obliged to guard
- Article 3. Termination of employment
- Article 4. The right to get menstruation leave, and maternity leave, without payroll deductions, and enforce the provisions on overtime wages
- Article 5. Liability Gapoktan pays wages, and gives leave to employees without deduction of salary
- Article 6. Contract term, resignation, health, severance, service fee, or compensation

**Wholesale contract of employment.**

- Article 1. Type of work
- Article 2. Brongan Value (10 kg for weighing FFB, and 30 kg for loading FFB)
- Article 3. The implementation of wholesale
- Article 4. Work tools
- Article 5. Medical assistance for occupational accidents
- Article 6. Payment of wages
- Article 7. Deliberation for dispute settlement
- Article 8. Legal channels

The results of interviews with employees Gapoktan, and employee

**Compliance status:** Yes

bulk (harvesters), it is known that Gapoktan Tanjung Sehati, has executed a deal made.

Gapoktan only has one permanent employee, and employee contract. For such employees, Gapoktan Tanjung Sehati does not provide housing facilities, health, water supply, because the employees are the people around the plantation. Around the village is available facilities, and public infrastructure, such as PAUD schools, kindergartens, elementary, Madrasah, junior high and high school, health facilities such as puskesmas auxiliary about 1 Km from Gapoktan office, or 3 minute motorcycle ride. Drinking water, and bathing using dug wells, electricity of PLN. Public transport does not exist, because almost everyone has a motorcycle.

There are markets around the plantation, with a distance of approximately 1 km, vegetable sellers who use motorcycles around every day, to residential residents, so that members of Gapoktan can get their needs cheaply. In addition, the members of the farmer group, planted vegetables and fruits in the yard. One head of household, acquired 3.5 ha of land (1/4 ha for housing and yard, 1 ha for horticulture, and 2 ¼ ha for plantation).

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

**Findings:**

Gapoktan Tanjung Sehati, giving freedom, or giving rights to members, to express opinions, in accordance with the Act. Gapoktan members and administrators are entitled to assemble and union, in accordance with Act no.21 of 2000. There are statements signed by Group managers, related to freedom of association, and public opinion.

The results of interviews with members of Gapoktan Tanjung Sehati, it is known that there is no prohibition to associate, and expressed public opinion.

Gapoktan Tanjung Sehati show evidence of minutes, and attendance list of meetings (socialisas), about freedom of expression, and association.

**Compliance status:** Yes

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

**Findings:**

Gapoktan issued Decision Letter No. 2 / SK / GKT-TS / X / 2013, dated October 10, 2003, regarding the Prohibition of using underage labor:

In accordance with the:

- Law no 13 of 2003 on the prohibition of employing child labor
- Articles of association and Gapoktan households, and
- Gapoktan policy, on the participation of Gapoktan Tanjung Sehati, in sustainable palm oil initiatives.

Considerations:

- Standards and criteria for sustainable palm oil implementation (P & C RSPO for self-farming groups
- Gapoktan Tanjung Sehati membership at RSPO

**Compliance status:** Yes

The contents of the decree, namely:

- members of Gapoktan Tanjung Sehati are prohibited from employing children under 18 years of age
- And for children aged 13-17, if work with the purpose of helping parents, it must be in the supervision of parents, and not doing high-risk jobs.

Group managers have socialized the prohibition decisions.

Interviews and field observations:

Children go to the plantation, if they are, on holiday, and their activities in the estate under the supervision of parents. No worker is under 18 years old.

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

**Findings:**

Group manager of Gapoktan Tanjung Sehati, issued a decree, No. 14/SK/GKT-TS/II/2016, on 12 February 2016, on Prohibition of Discrimination, Forced Labor, and Trafficking in Persons. The decree prohibits members of gapoktan to commit acts of discrimination (color, ethnicity, gender, political affiliation etc, on any basis), prohibited from performing forced labor, against labor, or any other person, under any circumstances, And prohibited from taking any action of trafficking of persons / labor, in any form. Labor needs, such as administrative personnel, are discussed at Gapoktan management meetings, for example: must prioritize local residents, and must meet the required qualifications. Administrative employees are recruited based on required skills and qualifications. There is no health test for the administrative staff.

**Compliance status:** Yes

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

**Findings:**

The group manager of Gapoktan Tanjung Sehati issued a decree, which prohibits its members for sexual harassment, and domestic violence. The decision has been disseminated to all members, and workers, at regular meetings with Gapoktan board.

Group manager's decree, No.11/SK/GKT-TS/II/2016, dated January 15, 2016, regarding the prohibition of employing pregnant women, and breastfeeding, related to chemicals-related work. The contents of the decision are:

1. Gapoktan members are prohibited from employing pregnant and lactating mothers, in chemicals-related jobs, both spraying and mixing chemicals, as it will adversely affect the growth of babies in the womb
2. For women workers, who are menstruating given a day off
3. For female workers, who give birth are granted a two-month leave.

The regulation was socialized at a regular meeting between Gapoktan board and Gapoktan members. There is a list of attendance and documentation of socialization activities.

**Compliance status:** Yes

Gapoktan has procedures for member complaints, No.09/SOP/GTS/VI/2016, issued on June 21, 2016. The procedure contains:

1. Members may submit, suggest, or complain, to the group leader, or directly to Gapoktan's complaint unit, in the form of oral, written, phone or electronic message (SMS, E-mail etc.)
2. If the complaint through the group leader, the group leader must submit to the board of Gapoktan, then, the officer will record the complaint, in the Member Recommendation Book
3. If the complaint is important, and needs to be kept confidential, then the complaint of that member, will be deemed in a special complaint book, and will not be published. These important things, among others:
  - SARA
  - Things that can trigger conflict
  - Domestic violence
  - Sexual harassment
  - Human rights violations
  - Things that are criminal
4. The identity of the complainant will be kept confidential except to the police
5. Complaints will be addressed for at least 2 weeks
6. If the result of the decision is not satisfactory, there will be further deliberation
7. If not completed, it will be submitted to the authorized party

Group managers have socialized the above procedure to Gapoktan members at regular meetings. Available attendance list, and documentation of socialization activities. During the period 2016, until March 2017, there were no specific complaints, related to sexual harassment, and violence.

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

**Findings:**

There is a SOP of TBS Fixing Price, No: 13 / SOP / GKT-TS / VI / 2016, which includes:

1. FFB price of independent farmers / FFB outside, based on market price.
2. FFB prices set by the company, informed to the board of Gapoktan / Unit marketing
3. Gapoktan Board / TBS Marketing Unit, publish price information, obtained from the company.

There is evidence of the results of the CPA FFB pricing meeting, on February 11, 2016, for the period from 12 February to 18 February 2016. The results of the meeting include:

1. The "K" index assigned on February 11, 2016 to March 11, 2016 is the applicable "K" index
2. The average price of CPO is Rp 6,814.91
3. The average price of palm kernel Rp.5.016,58
4. The "K" index used 86.86%
5. FFB price calculation

The price of FFB is set, based on agreement between partner

**Compliance status: Yes**



companies, planters, and other relevant agencies. Interview results note that individual members understand the FFB pricing mechanism.

There is evidence of dissemination of the FFB procedure, on September 20, 2016. Standardized procedures are socialized include:

1. SOP for delivery of FFB
2. SOP of TBS Recording
3. SOP of TBS quality determination
4. SOP determination of FFB Price
5. SOP Pruning
6. SOP Fertilization
7. SOP for Breeding of Palm Head

The meeting was attended by Gapoktan board, head of farmer groups and members, recorded 20 people attending the socialization.

There is an agreement between the two parties, which is marked by a letter of employment agreement, signed by both parties, without any compulsion from anyone.

For the contract of sale and purchase of TBS, there is no cooperation agreement, but Gapoktan Tanjung Sehati, showing proof of payment made by PT Agro Wijaya Industri.

According to interviews with group managers, it is known that payments by partner companies are done on time, in accordance with the agreement made, by both parties, thus, no party is harmed.

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

**Findings:**

Group managers show evidence of assistance provided to communities, for example, madrasah development assistance, road improvements etc. (receipt of assistance and photos). Group managers show evidence of training that has been implemented, such as, plantation maintenance training, and good harvesting. Training was held on 19 February 2016, and February 2017, and attended by members of Gapoktan Tanjung Sehati.

**Compliance status:** Yes

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

**Findings:**

Based in interviewed with Group Manager and field observation in several location sampling in GAPOKTAN TANJUNG SEHATI member, there is no any trafficked labour or force labour. Because they work on they owned land. So this criteria not applicable for this time.

**Compliance status:** Not applicable.

**Criterion 6.13: Growers and millers respect human rights.**

**Findings:**

Group manager's decision, No: 06 / SK / GKT-TS / I / 2016, About Human Rights. The letter, prohibiting members of Gapoktan

**Compliance status:** Yes

Tanjung Sehati violate human rights, such as:

1. The right to live, maintain life, and improve the standard of living
2. The right not to be tortured, enslaved and abused
3. The right to work, and get a decent wage
4. The right to religion, and worship in accordance with the provisions of the law
5. Right to express opinion, association, and political rights
6. The right to self-development, and education
7. Female reproductive rights
8. As well as other rights set forth in the human rights law

The decree has been disseminated, to members, at a regular meeting between the board and members of Gapoktan Tanjung Sehati. There is evidence of photos, attendance lists, and minutes of meetings.

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

**Findings:**

During 3 surveillance, GAPOKTAN TANJUNG SEHATI has established the SIA assessment report, but this document not very complete identified all negative impact from all activity in the group member. Then there is no enough evidence that SIA assessment report involved the affected parties. While record of stakeholder communication with affected parties also not available in place during the SIA assessment process. **This is raised as nonconformity.**

GAPOKTAN TANJUNG SEHATI did not have plan to mitigate the negative impact and increase the positive impact accordance to the SIA assessment identification report, also there is no person incharge decided by Group Manager to handling the mitigation plan. Also, GAPOKTAN TANJUNG SEHATI did not have plan to review the mitigation plan minimum every two years. **This is raised as nonconformity.**

**Compliance status:** No

NCR RSPO00883  
NCR RSPO00884

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

**Findings:**

Based on 2 surveillance audit, on verification of document and field that Gapoktan have not new planting or activities outside of the existing area so that there are not SEIA document, recommendation letter from local government regarding land suitability, working plan, HCV document, slope and marginal land map, agreement letter from indigenous people and local communities, agreement letter of compensation for land acquisition and record of implement zero burn techniques in land preparation for new planting areas/activities. The oldest planting activity was done in year 1997.

So on 3rd surveillance, there is no revision or changed planted activity in the GAPOKTAN TANJUNG SEHATI.

**Compliance status:** Yes

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

**Findings:**

During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time. This planted area no need to carry out LUC analysis because planted area carry out in same existing certified area.

**Compliance status:** Not applicable.

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

**Findings:**

During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time.

**Compliance status:** Not applicable.

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

**Findings:**

During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time. But Gapoktan has FPIC SOP in the new development No: 34 / SOP / GKT-TS / II / 2017, signed February 16, 2017 and pay attention to the principles:

- Free (free), when the new development area will be built
- Prior (priority), member rights are prioritized / prioritized
- Informed (informed), all related information is delivered in the form and Language, as appropriate,
- Consent (the right to say no).

The principle of decision, informed without any coercion, so the process of building a plantation runs well.

**Compliance status:** Not applicable.

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

**Findings:**

During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time.

**Compliance status:** Not applicable.

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

<p><b>Findings:</b>  During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time.</p>	<p><b>Compliance status:</b> Not applicable.</p>
<p align="center"><b>Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.</b></p>	
<p><b>Findings:</b>  During 3rd surveillance, there is no any new planting in the GAPOKTAN TANJUNG SEHATI. The planting after November 2005 carried out inside the existing certified land area. There is no any new expansion area or new group member in the 3 surveillance. So this criteria not applicable for this time.</p>	<p><b>Compliance status:</b> Not applicable.</p>
<p align="center"><b>Criterion 8.1: Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</b></p>	
<p><b>Findings:</b>  Group Managers, facilitate the annual meeting of the group, including through: institutional activities, annual member meetings, board meetings; Member services such as subsidized fertilizer, savings and loans; Management of plantation (joint plantation improvements, FFB sales, IPM, training and counseling including GAP, IPM, FFB Quality, Internal Audit, identification of high conservation value areas, organizational management, and facilitating plantation extension visits.  Gapoktan Tanjung Sehati continuously improve the ability of its members, by providing training, or counseling, for example:</p> <ul style="list-style-type: none"> <li>• Good harvesting training, on 12 March 2016. The counseling was attended by 28 peasants. Gapoktan shows absenteeism and extension materials.</li> <li>• Internal audit training, and HCV, on May 15, 2016. The training was attended by 21 people. Gapoktan shows attendant attendance and training materials.</li> <li>• Integrated pest management, and health and safety training, on 10 February 2017. The meeting was attended by 42 farmers. Gapoktan shows attendance and activity documentation</li> </ul> <p>The work program is prepared by Gapoktan board (representatives from each farmer group / 6 farmer groups, and Evaluation done every year (RAT) in March.</p>	<p><b>Compliance status:</b> Yes</p>

**3.2 Status of Previously Identified Non-conformities**

During the previous audit 2nd surveillance, a total of 22 (twenty two) non-conformities were identified. The company is given a timeframe to close all major non-conformities within 60 days and at time of first submission of this report to the certification body.

Previously NC	Verification Result
<p><b>Indicator 1.3 (Group Certification) : Group Elements</b>  <b>NCR No. 2015-01 of 22 (Major non-conformity)</b>  During 2<sup>nd</sup> surveillance audit that the result of monitoring of</p>	<p>During 3rd surveillance, GAPOKTAN TANJUNG SEHATI showed list of GAPOKTAN member with information total area, member name, palm oil tree planting,</p>

all individual group members for membership status (active or not active and certified or not certified) not available so that one of Mandiri Jaya Member (Bp Jumani (MJ-007) amount of 0.6 ha) has included on list of smallholder group member but it was not included as cetified areas.

**Correction :**

- Create of mechanism and show list of member include of membership status information
- Organisation and/or group will updating by periodicly
- Socialization of membership mechanism

**Corrective Action :**

To ensure all conditions has compliance to requirement by internal audit

active status, such as:

1. Kelompok Tani Kemang Jaya, with member about 28 person member in active condition.
2. Kelompok Tani Sido Maju, with member about 38 person in active condition.
3. Kelompok Tani Sumber Hasil, with member about 25 person on active condition.
4. Kelompok Tani Mandiri Jaya, with member about 33 person in active condition.
5. Kelompok Tani Sido Mulyo, with member about 58 person in active condition.

Group manager has established procedure about member registration for group certification and leave and/or remove from the group member certification. On the other hand group manager also has established procedure about land ownership change on January 4, 2016. Also procedure document No.08/SOP/GKT-TS/V/2016 issued on May 15, 2016 for evaluation and member monitoring activity available in place. On this procedure explained monthly monitoring for all group member will carry out in every month during monthly meeting with group member, while internal audit will carry out minimum in every six month.

During 3rd surveillance, both of them already in activated member, whereas the planted are also already include in certification area. Group manager also has done carry out member monitoring and evaluation through the effort and commitment to check the group member.

Group manager also has carry out internal audit to ensure the RSPO implementation in the group member, also brifieng against SOP has done by group member. The complete information related this, will explained in the related P&C in the audit summary report.

**Auditor Conclusions : Closed**

**Indicator 1.2 (Group Certification) : Compliance with standards**

**NCR No. 2015-02 of 22 (Major non-conformity)**

Ttwo Sido Maju's member can not showed copy of agreement between farmer/member with group manager i.e member no. SMj-015 (Mat Ali) and SMj-033 (Arifin).

**Correction :**

- Evidence of providing agreement to member no.SMj-015 and SMj-033 and other members
- Socialization to member and board of group regarding member shall keep all documents relate of certification process

During the 3rd surveillance audit, Group Manager could showed the evidence of Arifin and Mat Ali Letter Agreement for RSPO requirements compliance as member of GAPOKTAN TANJUNG SEHATI to fulfil the RSPO standard. This letter signed by related person on January 9, 2016 complete by photograph.

**Auditor Conclusions : Closed**

<p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• The Gapoktan management will monitor all members have received a copy of agreement document.</li> <li>• The Gapoktan ensuring all requirements have been complied through internal audit</li> <li>• Prepare of check list about agreement has submitted to all members</li> </ul>	
<p><b>NCR No. 2015-03 of 22 (Major non-conformity)</b></p> <p>The agreement between member no.SMj-015 &amp; SMj-033 with group manager not available. This is againts with RSPO Group Certification requirement.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan management wills handover agreement to SMj-015 &amp; SMj-033.</li> <li>• Socialization to member and board of group regarding member shall keep all documents relate of certification process</li> <li>• Group manager provide check list or receipt form as evidence that document has hand over to all members</li> </ul> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• The Gapoktan management will monitor all members have received a copy of agreement and secretariat of Gapoktan has kept copy of agreement too.</li> <li>• The Gapoktan ensuring all requirements have been complied through internal audit</li> </ul>	<p>During the 3rd surveillance audit, Group Manager could showed the evidence of Arifin and Mat Ali Letter Agreement for RSPO requirements compliance as member of GAPOKTAN TANJUNG SEHATI to fulfil the RSPO standard. This letter signed by related person on January 9, 2016 complete by photograph.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 1.3 (Group Certification) : Group Manager</b></p> <p><b>NCR No. 2015-04 of 22 (Major non-conformity)</b></p> <p>Group manager have not established regular visit schedule for all members and their frequency</p> <p><b>Correction :</b></p> <p>Group manager create of schedule of visiting all members and their frequency</p> <p><b>Corrective Action :</b></p> <p>To ensure that member visit schedule are well implemented.</p>	<p>Group manager has established the regularly visit schedule for all group member for 2016 and also for 2017. Based on record for 2016, group manager visited the group member a monthly, whereas the report of regularly visited available in place, such as visited on December 2016, in Kelompok Tani Kemang Jaya.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 2.1 (Group Certification) : Group Management Documentation Structure and Content</b></p> <p><b>NCR No. 2015-05 of 22 (Major non-conformity)</b></p> <p>Procedure of member selection still not include criteria become group member to fulfil RSPO P&amp;C requirement, group manager has not establish program or action plan to support prospective member to comply to RSPO P&amp;C requirement including time frame for the achievement.</p> <p><b>Correction :</b></p> <p>To make mechanism for registration and selection group member including time frame to met RSPO requirement.</p> <p><b>Corrective Action :</b></p>	<p>GAPOKTAN TANJUNG SEHATI has established decree letter No.07/SK/GKT-TS/I/2016 about requirements for GAPOKTAN membership RSPO registration. On this document mentioned about new member criteria, internal audit and gap analysis for new member candidate, and others.</p> <p>Group manager also has established procedure document No.02/SOP/GKT-TS/I/2016 about RSPO certification registration member. This document issued on January 1, 2016. This document mentioned every one who want to a part of GAPOKTAN or become a member of GAPOKTAN, they should have commitment to comply with</p>

<ul style="list-style-type: none"> <li>Group manager will inform to all members and board of organization and/or board of group regarding revision of procedure/mechanism.</li> <li>Group manager will inform to prospective member regarding mechanism of acceptance or registration member include stage or phase be member</li> </ul>	<p>RPSO requirements.  But, until 3rd surveillance, group manager could not show list of prospective member, evidence to support prospective member to comply with RSPO requirements.  <b>Nonconformity.</b></p> <p><b>Auditor Conclusions : Opened</b></p>
<p><b>NCR No. 2015-06 of 22 (Major non-conformity)</b>  Procedure regarding leaving/removing the group and remedial for expulsion that group manager has not implemented appropriate procedures i.e SMy-045 areas has sold from Mr Sarbani to Mr M.Fauzi 1 year ago but the member has not been excluded by the group or group manager.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>Gapoktan create statement letter about change ownership from Sarbani to M.Fauzi</li> <li>M.Fauzi completing all documents which required by procedure</li> <li>Gapoktan issue mechanism of change land ownership because sold</li> </ul> <p><b>Corrective Action :</b>  Gapoktan will carry out socialiatization to all members regarding mechanism of leaving member</p>	<p>Group manager has established mechanism for land ownership changed (sale), dated on January 4, 2016. This procedure explained about Kelompok Tani should inform to the group manager if any change land ownership status, and the member who has been sold the land, group manager will sent letter to remove the member from group certification member.</p> <p>Procedure No.03/SOP/GKT-TS/I/2016 dated on January 1, 2016 about leaving the group and re-enter again as group member. GAPOKTAN TANJUNG SEHATI could show evidence that Mr Fauzi completed the document as required by group procedure.</p> <p>As mentioned in the procedure No.03/SOP/GKT-TS/I/2016 Rev01 mentioned about mechanism for change of land status from old ownerland to new ownerland. This procedure explained every group member if any change land status, should inform to Ketua Klompok Tani or Group manager, and both of them should to ensure that new ownerland still commite to RSPO implementation. If new ownerland not to continue the RSPO commitment, the group manager should update the group member and land certified area and issued letter to announced information about anggota group member yang dikeluarkan tersebut.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-07 of 22 (Major non-conformity)</b>  Organization have not mechanism regarding incorporating a remedial system for non compliance member.</p> <p><b>Correction :</b>  Group manager revision of registration or acceptance member mechanism include remedial system for member non-compliance</p> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>Gapoktan will communication to prospective member or member non-compliance who remedial or will join as member.</li> <li>The Gapoktan ensuring all requirements have been complied through internal audit</li> </ul>	<p>Gapoktan has provided revision of registration or acceptance member mechanism where it has included remedial system for member non-compliance. Remedial system for member non-compliance is 1). The member shall comply with all requirements, 2). Period of correction action are 1-3 months for document and 6-12 months for performance of estate, 3). if requirement has complied by member so member has legitimately as member again, 4). If requirement has not complied by member so member has expelled from group membership by board of Gapoktan.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-08 of 22 (Major non-conformity)</b></p>	<p>Gapoktan has provided mechanism of</p>

<p>During 2<sup>nd</sup> surveillance audit that the organisation could not showing mechanism of member removed/expelled from group.</p> <p><b>Correction :</b>  Gapoktan creating mechanism of member removed from group include of criteria about member can be removed from group</p> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan will communication to all members regarding mechanism it</li> <li>• The Gapoktan ensuring all requirements have been complied through internal audit</li> </ul>	<p>removed/expelled from membership group dated on January 2016 is 1). Member not compliance RSPO P&amp;C, 2). Carry out serious violation and or defamation organization, 3). Not obedient to statutes and bylaws and regulations which have been agreed, 4). There is not effort make improvement or correction action to estate during 3 years, and 5). Board of Gapoktan issue statement letter of expelled from certification membership.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-09 of 22 (Major non-conformity)</b>  During 2<sup>nd</sup> surveillance audit that the organisation could not showing policy and procedure/mechanism of receiving/accepting or removing member</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan showing statutes and bylaws as policy</li> <li>• Gapoktan create or revision procedure to remove a member from group and remedial procedures for expulsion</li> <li>• Gapoktan carry out updating membership which leaving and removing from group</li> </ul> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan will communication to all members regarding mechanism it and keeping all documents with well in secretariat of Gapoktan.</li> <li>• The Gapoktan ensuring all requirements have been complied through internal audit</li> </ul>	<p>Gapoktan has showed statutes and bylaws as policy.  Gapoktan has revised mechanism of certification member receipt and mechanism of member out and expelled from membership group. Detail of explanation has stated below :</p> <ul style="list-style-type: none"> <li>• Mechanism of certification member receipt is 1). Prospective member register into farmer group, 2). If prospective member want to join the certification process so that prospective member shall fill out a form/statement to join the certification and willing to fulfil the RSPO P&amp;C in Gapoktan, 3). Submit some documents which have been required for participation in certification, 4). Board of Gapoktan carry out check of document &amp; estate, 5). If there is requirement still found non-compliance so that board of Gapoktan provide correction action time to prospective member during 1-3 months relate of document and 6-12 months relate of performance of estate, 6). Gapoktan create of programme to support prospective member for compliance RSPO P&amp;C, and 7). If all requirements has complied so prospective member have legitimately become member of certification.</li> <li>• Mechanism of member out from membership group is 1). Member submit a letter of resignation to the board of Gapoktan with a copy addressed to the farmer group, 2). Board of Gapoktan will carry out meeting and make decision, 3). Board of Gapoktan issued a statement letter of member out from membership group in order certification process. Mechanism of expelled from membership group is 1). Member not compliance RSPO P&amp;C, 2). Carry out serious violation and or defamation organization, 3). Not obedient to statutes and bylaws and regulations which have been agreed, 4). There is not effort</li> </ul>



	<p>make improvement or correction action to estate during 3 years, and 5). Board of Gapoktan issue statement letter of expelled from certification membership.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-10 of 22 (Major non-conformity)</b>  Organizations can not showing procedure for issuing CARs to group members for non-compliance with the relevant RSPO standard.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan showing procedure for issuing CARs to group members for non-compliance with the relevant RSPO standard</li> <li>• Gapoktan create schedule of correction of NCR</li> </ul> <p><b>Corrective Action :</b>  Gapoktan will maintain record keeping all documents include procedure</p>	<p>Gapoktan has provided procedure of correction action plan from external &amp; internal audit where include of applying CARs to group members. Group manager has created schedule of correction action year 2015 both audits (internal and external) and discussing with board of Gapoktan and all members relate of the result of audit and their CARs. Correction action shall carry out maximum 1 month for NCR with major status and 1 day for NCR with minor in form of correction action plan whereas implementing correction action maximum 1 year.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-11 of 22 (Major non-conformity)</b>  Organization can not showing procedure for communicating corrective action requests (CARs)</p> <p><b>Correction :</b>  Gapoktan showing procedure for communicating corrective action requests (CARs) and Gapoktan create schedule of correction of NCR</p> <p><b>Corrective Action :</b>  Gapoktan will maintain record keeping all documents include procedure</p>	<p>Gapoktan has provided procedure of correction action plan from external &amp; internal audit where include of mechanism of communicating CARs. Group manager informing the result of audit (internal and external) to member on meeting and discussing with members regarding correction action plan and to be implemented.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-12 of 22 (Major non-conformity)</b>  Organization can not not showing procedure or mechanism to fulfill any correction action requests (CARs) issued internally by the group manager or by the CB.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan showing procedure for process to fulfill any correction action requests (CARs) issued internally by the group manager or by the CB)</li> <li>• Monitoring and ensuring all NCRs has compliance according schedule was stated</li> </ul> <p><b>Corrective Action :</b>  Gapoktan will maintain record keeping all documents include procedure</p>	<p>Gapoktan has provided procedure of correction action plan from external &amp; internal audit where include of mechanism for process to fulfil any CARs. Group manager discussing with members regarding correction action plan, how to implement it and timeline of fulfill CARs.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-13 of 22 (Major non-conformity)</b>  Organization has not been showed handling of CARs and result of group performance assessment.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan showing the result of group performance assessment and evidence of handling CARs</li> <li>• Gapoktan create schedule of compliance assessment result</li> </ul>	<p>Gapoktan has provided result of internal audit and their evidences. Internal audit was carried out :</p> <ul style="list-style-type: none"> <li>• period of March 2015 for Sumber Hasil group &amp; Kemang Jaya group,</li> <li>• period of April 2015 for Kemang Jaya group,</li> <li>• period of May 2015 for Sido Mulyo group &amp; Mandiri Jaya group,</li> </ul>

<p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>Monitoring and ensuring all NCRs has compliace according schedule was stated</li> <li>Monitoring by periodicly</li> </ul>	<ul style="list-style-type: none"> <li>period of June 2015 for Sumber Hasil group &amp; Sido Mulyo group,</li> <li>period of July 2015 for Mandiri Jaya group, Sido Makmur group, Sido Mulyo group &amp; Kemang Jaya group,</li> <li>period of August 2015 for Sido Makmur group, Mandiri Jaya group, Sido Mulyo group, and Kemang Jaya group,</li> <li>period of September 2015 for Sumber Hasil group, Kemang Jaya group, Sido Mulyo group, Sido Makmur group &amp; Mandiri Jaya group,</li> <li>period of October 2015 for Sido Mulyo group, Kemang Jaya group &amp; Mandiri Jaya group,</li> <li>period of November 2015 for Sumber Hasil group, Sido Mulyo group &amp; Sido Makmur group,</li> </ul> <p>Futhermore, Gapoktan has provided result of group performance assessment in form of group monitoring report year 2015 with total of object is 92 members. There are 26 members shall doing correction action and during audit, member has carried out correction action.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>NCR No. 2015-14 of 22 (Major non-conformity)</b>  Organization can not showing policy and procedure for group monitoring including carrying out and updating group risk assessment.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>Gapoktan showing procedure for group monitoring</li> <li>Gapoktan submit update group risk assessment</li> </ul> <p><b>Corrective Action :</b>  Gapoktan will maintain record keeping all documents include procedure &amp; result of risk assessment</p>	<p>Gapoktan has provided procedure of internal assessment as group monitoring mechanism including carrying out and updating group risk assessment. Gapoktan has provided update chart/diagram of member risk assessment where risk level is low (1) because homogeneous and total member not change.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 2.1.2 : Evidence of smallholder organization to make adjustment to regulation change</b></p> <p><b>NCR No. 2015-15 of 22 (Minor non-conformity)</b></p> <ul style="list-style-type: none"> <li>Existing list of applicable regulations to palm oil plantation activities on the Gapoktan, labor, plantation has not updated.</li> <li>Document of regional minimum wage year 2015 (Jambi Governor Decree) not available in Gapoktan Tanjung Sehati.</li> <li>During 2<sup>nd</sup> surveillance audit, there is not evidence that Gapoktan Tanjung Sehati has conducted evaluation of compliace regulation (law and regulation) of the last</li> </ul> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>Gapoktan provide update list of applicable &amp; relevant regulation to palm oil plantation activities.</li> <li>Gapoktan provide regional/province/district minimum wage year 2015 (Ministry of labor &amp; transmigration decree or Jambi Governor Decree or new paper or other sources).</li> <li>Gapoktan provide result of evaluation of compliace</li> </ul>	<p>Based on 3rd surveillance, GAPOKTAN TANJUNG SEHATI has list of law and regulation for 2017. This law and regulation has update, and all regulation related palm oil plantation registered inside the list, and GAPOKTAN TANJUNG SEHATI carried out evaluation for law and regulation compliace.</p>

<p>regulation (law and regulation) year 2015</p> <p><b>Corrective Action :</b>  Gapoktan will carrying out evaluation of compliance regulation with consistent and evidence of compliance regulation will be maintained.</p>	<p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 3.1.1 : A documented operational work plan for a minimum duration of 1 year</b>  <b>NCR No. 2015-16 of 22 (Major non-conformity)</b>  Gapoktan have operational work plan year 2014 &amp; 2015 but there is one of operational work plan not optimized and one of operational work plan not implemented i.e :</p> <ul style="list-style-type: none"> <li>• Counseling regarding quality of FFB by palm oil mill (PT SAL-1) was attended by head &amp; secretary of smallholder organization only so understanding about FFB harvesting criteria and knowledge about FFB quality by all members is not achieved</li> <li>• Counseling about agrochemical waste management by field extension officer has not been implemented</li> </ul> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan management submit letter to PT SAL-1 again regarding counseling about quality of FFB POM</li> <li>• Gapoktan management submit letter to Environmental Agency in Merangin District regarding counseling program for agrochemical waste management</li> <li>• Gapoktan creating of working plan year 2016 where one of activity is counseling regarding quality of FFB by PT SAL-1 and counseling regarding management of waste container agrochemical by Environmental Agency in Merangin District.</li> </ul> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• The Gapoktan management will monitor response from PT SAL-1 &amp; environmental agency regarding it.</li> <li>• Ensuring all members can participant on event it.</li> </ul>	<p>Gapoktan has provided working plan year 2016 where one of activity is counseling regarding quality of FFB by PT SAL-1 will carry out on February, May, August &amp; November 2016 and counseling regarding management of waste container agrochemical by Environmental Agency in Merangin District will carry out on July 2016. Gapoktan has provided letter no.09/GKT-TS/MJ/XII/2015 to PT SAL-1 but PT SAL-1 has not been responded until time period for the submit evidence of correction action. Communication to PT SAL-1 by informally has carried out too. Whereas, Gapoktan has communicated to environmental agency in Merangin District but not yet get response too.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 4.1.1 : A documented procedure or manual of GAP in key activities (use of superior seeds, fertilizer application, IPM techniques and harvesting) is available</b>  <b>NCR No. 2015-17 of 22 (Major non-conformity because exclamation)</b>  Implementation of Good Agriculture Practices in field not appropriate with procedure such as :</p> <ul style="list-style-type: none"> <li>• One of members in Sido Mulyo group (SMY-016) and Sido Maju (SMj-033) has not been conducted plantation maintenance i.e. (weeding)</li> <li>• One of members in Sido Mulyo group (SMY-016) has not been carry out fertilizing</li> </ul> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Re-socialization to owner on SMY-016 &amp; SMj-033 regarding urgency of maintenance (weeding) activity and fertilizing activity</li> <li>• Owner SMY-016 &amp; SMj-033 carry out weeding and fertilizing</li> </ul> <p><b>Corrective Action :</b>  The Gapoktan management will monitor maintenance activity (weeding) and fertilizing from members by periodicly.</p>	<p>Gapoktan has provided evidence of re-socialization to land owner No SMY-016 &amp; SMj-033 dated on 9 January 2016 and provide the evidence such as photograph and evidence of monitor/inspection visit dated on 14 February 2016 in SMj-033 estate. Owner on SMY-016 &amp; SMj-033 estate has committed to implementing maintenance (weeding) activity and fertilizing but until end time period for submit correction action that wner on SMY-016 can not carry out maintenance (weeding) activity and fertilizing because he has not financial ability for implement it. Based on condition it so that Gapoktan was issued decision that SMY-016 has changed status being non-active. Member no.SMY-016 as non-active member until member has complied with requirements. Whereas, owner SMj-033 estate has carried out maintenance (weeding &amp; pruning) activity as seen on evidence of correction action which was submitted.</p> <p><b>Auditor Conclusions : Closed</b></p>

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GAPOKTAN TANJUNG SEHATI**

Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



<p><b>Indicator 4.8.1 : Programme and training held for smallholders organization, tailored to the smallholder's needs</b> <b>NCR No. 2015-19 of 22 (Major non-conformity)</b> Training for member's workers has not provided.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan management carry out training for employees on Gapoktan Tanjung Sehati</li> <li>• Gapoktan submit evidence of training</li> </ul> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• The Gapoktan management will update employees on Gapoktan by periodically</li> <li>• The Gapoktan management will create of training schedule for employee on Gapoktan</li> </ul>	<p>Gapoktan has provided evidence of training for employees on Gapoktan in form of minute of meeting, attendant list and photograph. Training has carried out on February 19, 2016 in secretariat office of Gapoktan with topic of maintenance (spraying &amp; fertilizing) activity, handling of agrochemical container waste, using PPE and criterion of good harvesting. Training has participated by 32 employees and head of Gapoktan as trainer. First time that Gapoktan has got confirmation from PT Agroindo Indah Persada as trainer but the company informing can not attend as trainer in last minute. Gapoktan has provided schedule of training for employee year 2016 where next training will carry out in October 2016 for employee who has not attend.</p> <p align="right"><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 5.3.1 : Smallholders can explain measures to dispose hazardous agrochemicals and their containers in accordance to instruction labels as stated by the manufacturer</b> <b>NCR No. 2015-18 of 22 (Major non-conformity and potential suspend)</b> Result of field visit that there is agrochemical container waste (used fertilizer container) still in MJ-007 estate/area.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan management provided photograph of condition MJ-007 estate/area where used fertilizer container has picked up from MJ-007 estate.</li> <li>• Re-socialization of disposal agrochemical waste containers to members and the campaign of disposal agrochemical waste container to hole in estates by consistently.</li> </ul> <p><b>Corrective Action :</b></p> <ul style="list-style-type: none"> <li>• The Gapoktan management will monitor implementation it</li> <li>• Head of group members will receive agrochemical waste container from members in each house's member so disposal to hole.</li> <li>• Board of farmer group will ensuring each member estate by periodically that free or zero of agrochemical container waste in their estate</li> </ul>	<p>Gapoktan has provided evidence of re-socialization to owner on MJ-007 estate dated on 9 January 2016 and their photograph and evidence of agrochemical container waste has picked up. Owner MJ-007 estate has committed compliance to procedure/mechanism it.</p> <p align="right"><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 6.7.1 : Smallholders can show that use of child labour is in accordance with the regulation</b> <b>NCR No. 2015-20 of 22 (Major non-conformity)</b> Employee profile on Gapoktan Tanjung Sehati area such as plantation maintenance staff, FFB transporter driver, FFB loading worker &amp; weighbridge clerk not available to ensure that no underage worker used by the the group and its members.</p> <p><b>Correction :</b></p> <ul style="list-style-type: none"> <li>• Gapoktan management provide list of employee on Gapoktan per each type of activity</li> </ul>	<p>Gapoktan Tanjung Sehati has provided employee list for each activity, such as: driver, loader, and FFB unloader, garden worker. Observations and field checks showed no employee under the age of 18, the youngest employee on behalf of Sumaryatun, born on January 26, 1995, started work at Gapoktan at the age of 19 years</p> <p>There is evidence of socialization about:</p> <ol style="list-style-type: none"> <li>1. Socialization on labor requirements, on Saturday 23 January 2016. Socialization</li> </ol>

- Gapoktan management provide socialization or labor requirement to all members

**Corrective Action :**

- The Gapoktan management will updating list of employee by periodicly
- The Gapoktan management will ensuring labor requirement has complied by member by internal audit

- attended by Gapoktan board, head of farmer groups and members, recorded 19 people present at the socialization. Gapoktan shows the minutes of socialization of the labor requirements (minimum age limit, prohibition of employing pregnant and lactating women on chemicals-related work
2. Socialization of Gapoktan membership procedures, on September 12, 2016. The socialized procedures include:
    - Procedures on the criteria and requirements of new members
    - Procedures on Warning and member sanctions
    - Procedure on the registration of certification members
    - Exit procedures, and rejoin members
    - Procedures on Requests for data, and information
    - Procedures on member appeal
    - Procedures on Implementing internal audits
    - Procedures on improving internal audits
    - Procedures on Monitoring and Assessment of members
    - Procedure on Member Complaints

Gapoktan Tanjung Sehati has internal audit procedures, No. 07 / SOP / GK-TS / V / 2016, issued on May 15, 2016. The management unit shows the implementation of internal audit on several farmer groups such as Sido Maju, Kemang Jaya. The results of internal audits are complemented by documentation of photographs and minutes of audit results.

**Auditor Conclusions : Closed**

***Indicator 6.10.1 : Smallholders organization have a policy to collaborate business with its members or other local party fairly and transparently***

**NCR No. 2015-21 of 22 (Major non-conformity)**

- Gapoktan still not involved in determining the price of FFB furthermore FFB price list for year 2015 as stated on head of plantation decree letter in Jambi province was not available.
- Group manager has not established pricing mechanism of subsidized fertilizer

**Correction :**

- Gapoktan management provide FFB price list year 2015 which was stated by head of plantation in provide decree.
- Result of communication with relevant party regarding Gapoktan can involve in determining the price of FFB.
- Gapoktan provide mechanism of subsidized fertilizer

**Corrective Action :**

The FFB price is set by the producer or the market price (not the price set by Dinas Perkebunan). If the purchase of FFB uses the price set by the Plantation Service, then the payment by the producer is done every 15 days, whereas if the purchase of FFB uses the market price, then the payment by the producer is paid in cash. During this time TBS sold to 3 companies (producers), namely to: PT Agro Wijaya Industry, PT SAL, and PT Shugun. FFB price information is submitted by producers to Gapoktan via SMS without being asked by the Farmers.

Gapoktan Tanjung Sehati has submitted a letter as an application to become a member of Apkasindo (Indonesian Oil Palm Farmers Association), as a representative of farmers, at the time of FFB price fixing at Dinas

<ul style="list-style-type: none"> <li>• Socialization of subsidized fertilizer pricing mechanism to member</li> <li>• Gapoktan will update FFB prices by periodically</li> </ul>	<p>Perkebunan. Apkasindo has replied to the letter and has given its approval. FFB price notification from Gapoktan to farmers is done via SMS dan bulletin board.</p> <p>Gapoktan Tanjung Sehati also held a meeting with the Merangin District Plantation Office (Dinas Kehutanan Kabupaten Merangin), the result of the meeting is the price of FFB period 12 February to 18 February 2017.</p> <p>Group managers have established mechanisms to obtain fertilizer at subsidized prices for their members</p> <p>Gapoktan shows evidence of socialization of subsidized fertilizer price mechanism. The socialization was attended by six heads of farmer groups, such as Sido Mulyo farmer group, Sido Makmur, Mandiri Jaya, Sido Maju, Sumber Hasil, and Kemang Jaya.</p> <p><b>Auditor Conclusions : Closed</b></p>
<p><b>Indicator 8.1.1 : Evidence the smallholder's plantation receives consultation from extension service agencies and/or smallholder organization</b></p> <p><b>NCR No. 2015-22 of 22 (Major non-conformity because exclamation)</b></p> <p>Counseling visit as stated on working plan year 2015 are March, July and November 2015 has not be implemented</p> <p><b>Correction :</b></p> <p>Gapoktan provide evidence of counseling visit of plantation by Government's field extension Staff (PPL-Petugas Penyuluh Lapangan)</p> <p><b>Corrective Action :</b></p> <p>The Gapoktan management will ensure that field extension by Government's field counseling Staff (PPL-Petugas Penyuluh Lapangan) implemented as defined schedule.</p>	<p>During 3 surveillance audit, field advisor has established work program, to visit all group member for 2017, whereas the work program such as IPM handling, FFB harvesting, conservation, agrochemical handling and others related. Then, for 2016 field advisor also has conducted training based on work program for 2016, complete with evidence such as attendant list.</p> <p><b>Auditor Conclusions : Closed</b></p>

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

A total of 22 nonconformances were identified during the main certification assessment. These consisted of 6 major non-conformities for group certification requirements, 8 major non-conformities for principle and criteria, and and 8 minor non-conformities. For the major non-conformances, the company has taken the necessary corrective action to close these non-conformances within 60 days of completion of the assessment. For the minor non-conformances, the company has taken corrective action against these as well, and for those which could not be verified as closed through document checks, the closure of these minor non-conformities will be assessed during the next surveillance audit. A summary of all identified non-conformances, corrective actions taken and auditor conclusions is as below:

**3.3.1 Major non-conformities**

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

Indicator	NCR RSPO No.	Evidence Observed	Deadline for implementation (Date)	Correction/ Corrective Action taken/	Auditor Conclusion
<b>Group Certification Requirements</b>					
E1.2.3	00842	There is no sufficient evidenced related New RSPO Independent Smallholder Requirements briefing/communicate to all members.	18-04-2017	Carry out briefing / socialization for all group member about RSPO P&C 2016, and complete with the evidence, whereas the briefing done on March 1, 2017, attendant by 15 person from all head of group member (Poktan). Group manager will ensure every person in group certification will give understanding against RSPO P&C 2016.	Closed
E1.2.4	00843	There is no evidence that group manager has communicate that minimum requirements of the RSPO to the member and projective member.	18-04-2017	Carry out briefing to the all group member related RSPO P&C 2016, whereas the briefing done on March 12, 2017, attendant by 65 person. Group manager will ensure all group member and new member also projective member will understand with RSPO P&C 2016 through the socialization.	Closed
E2.1.1 E2.1.4	RSPO 00844	Group manager could not show procedure for initial gap assessment for projective member.	18-04-2017	Group manager develop mechnism for initial gap assessment for projective member, with document No.35/SOP/GKT-TS/III/2017 issued on March 8, 2018 Rev00. Group manager will ensure every projective member will comply against to the procedure above.	Closed
E3.1.1	00845	Based on internal audit, still found group member not understand with the RSPO requirement, while the Group was in 3rd surveillance.	18-04-2017	Carry out socilaization to all group member, whereas the socialization done on March 11, 2017, attendant by 65 person.	Closed

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				Group manager will ensure all group member will understand against RSPO standard through the periodically briefing.	
E3.1.4	00846	Group member does no have prospective list member, whereas this prospective member will given about RSPO standard.	18-04-2017	Group manager will provide prospective list member, whereas total prospective member is 56 person equivalent with 83.6 Ha. Group manager will update this prospective member and will ensure every prospective member will understand with RSPO standard.	Closed
E3.2.1 E3.2.2	00847	<ol style="list-style-type: none"> <li>Based on FFB sales delivery note to PT Agro Wijaya Industri in 2016, found that FFB certified sold to the mill with stamp, but there is no information found about how many FFB certified sold.</li> <li>Found procedure No.10/SOP/GKT-TS/VI/2016 about FFB sale activity, but this procedure still not communicate to related department in Group.</li> </ol>	18-04-2017	<ol style="list-style-type: none"> <li>Every FFB sales activity will complete with information FFB certified sales.</li> <li>Carry out briefing procedure to the related department, wheres the briefing done on March 11, 2017.</li> <li>Group manager will ensure through the sales department that all FFB certified sales will recorded.</li> <li>Group manager will ensure that every FFB certified sales activity comply to the group procedure.</li> </ol>	Closed
2.1.1	00848	<ol style="list-style-type: none"> <li>Group manager does no have checklist to ensure legal compliance.</li> <li>Group member does no have evidence that group member receipt and fill the checklist of legal compliance provided by group manager to guarantee legal compliance.</li> </ol>	18-04-2017	<ol style="list-style-type: none"> <li>Group manager develop checklist for legal compliance.</li> <li>Deliver chekclist legal compliance to all group member, and ensure all group member will comply against all regulation.</li> <li>Group manager will ensure all group member will complete the checklist to ensure compliance against to the regulation.</li> </ol>	Closed



2.2.1	00851	Found discrepancy of land use ownership between letter of cultivation register (STDB) in one of group member on behalf Suwarno.	18-05-2017	Carry out re-identification all group member to re-notes all total area based on land use ownership and letter of cultivation register (STDB) to identify another potential discrepancy, and if found need to carry out renewal of STDB. Group manager will ensure there is o any discrapancy between legal land document.	Closed
4.1.1	00852	1. Group manager does no have cultivation procedure, land preparation, replanting procedure, and road maintenancance. 2. Group manager did no carry out procedure briefing to all group members.	18-05-2017	1. Group manager develop procedure for cultivation procedure, land preparation, replanting procedure and road manitenance, whereas the procedure No.36/SOP/GKT-TS/III/2017 for land preparation, cultivation and replanting, then procedure No.40/SOP/GKT-TS/IV/2017 about road maintenance. 2. Group manager will ensure all procedure will implemented on the ground.	Closed
4.2.1	00855	1. Group manager has established procedure for fertilizer activity, but not covered about amount of fertilizer used and dosage recommendation information inside. 2. Group member not getting about fertilizer procedure briefing.	18-05-2017	1. Added new information in the procedure related fertilizer recommendation. 2. Carry out SOP briefing to all group member. 3. Ensure all fertilizer application in the group member will be based on fertilizer dosage recommendation.	Closed
4.5.1	00861	1. Group manager has SOP for IPM, but the SOP did not mentioned who will implement the SOP, thershold attack level, pest and diseases control and how to control/handling.	18-05-2017	1. Will complete the SOP with information about who person incharge to carry out the IPM. Whereas the information in point No.6 in the SOP. Also procedure	Closed

		<p>2. Group manager could no showed census monitoring as requirement in the SOP.</p> <p>3. Group manager could not showed that monitoring records are effective to control the pest.</p>		<p>complete explained about thershold attack level, how to handling, pest and disease control and others.</p> <p>2. Group manager will ensure that all census monitoring will be based on SOP, and will kept well.</p> <p>3. Group manager will ensure that census monitoring will become recommendation to level attack.</p>	
4.6.1	00863	<p>1. Group manager could not show evidence training of chemical SOP handling to all group member.</p> <p>2. Group manager could no show of chemical list/pesticide list.</p> <p>3.</p>	18-04-2017	<p>1. Carry out briefing about chemical handling SOP to all group member, whereas the briefing done on March 29, 2017 with attedant about 57 person.</p> <p>2. Group manager sent the chemical.pesticied es list, whereas the list is Round up, Ally, Gramoxone, Starene.</p> <p>3. Group member sent the list pest and disease based on census monitoring.</p> <p>4. Group manager will ensure that all chemical/pesticide used will be in the list, and if there is new pesticied used, will registere in the list, and ensure all chemical use will be accordance to the chemical use best practice.</p>	Closed
4.6.2	00864	Group member did not has list of weeds and disease.	18-04-2017	<p>1. Group member sent the list weeds and disease based on census monitoring.</p> <p>2. Group manager will ensure that all chemical/pesticide used will be in the list, and if there is</p>	Closed

				new pesticied used, will registere in the list, and ensure all chemical use will be accordance to the chemical use best practice.	
4.6.3	00865	Group manager could no show the evidence that Paraquat used will be minimized for all group member	18-05-2017	Identified all chemical used by group member and develop plan to minimze paraquat used. Where as the group member sent the total of chemical list from all group member, also plan and target to minimizeze the chemical use include paraquat. Group manager will ensure that all paraquat used will be minimizezed based on group manager plan.	Closed
4.6.5 4.6.7	00867	Group manager could no show evidence that group member used the chemical got the chemical handling training before.	18-04-2017	Group manager develop the chemical handling training for all group member, especially for sprayers. Whereas training done on March 29, 2017 with attedant about 57 person. Group manager will ensure all person incharge against to the chemical will training before they get the work.	Closed
4.6.11	00869	Group manager could no show evidence about medical surveillance for all group members who work with pesticides.	18-05-2017	Identified group member who work with pesticied, and carry out the medical surveillance. Whereas the medical surveillance carried on March 15, 2017, example based on letter of healthy information No.001/PUSTU/MJ/3/2 017 on behalf chemical workers, whereas the condition is good. Group manager will ensure all group member who work with chemical will monitor they health through the medical surveillance.	Closed
4.7	00870	1. Based on field observation, found there is no first aid	18-05-2017	1. Provide first air box in work place, and carry out	Closed

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		<p>box in the work place.</p> <ol style="list-style-type: none"> <li>2. Based on field observation in harvesting process, group member did no used PPE during on duty.</li> <li>3. Found children in field work place without complete PPE.</li> <li>4. Based on field interview with group member, siad that they did no used PPE during spraying activity.</li> <li>5. Not all group members are registered in BPJS Kesehatan.</li> </ol>		<p>briefing to all Gapoktan to ensure that first aid box will available in work place.</p> <ol style="list-style-type: none"> <li>2. Complete the harvesting process with PPE, and ensure all activity in the field will obligate with PPE.</li> <li>3. Carry out briefing related chield prohibition in the field/work place without parent control, whereas the briefing done on March 29, 2017 combined with PPE briefing for all group member, evidenced by briefing photograph.</li> <li>4. Ensure all activity in the field will complete with PPE, without exception.</li> <li>5. Ensure all group member will register in the BPJS Kesehatan, and carry briefing related BPJS Kesehatan to all group member to support them to registere in BPJS Kesehatan.</li> </ol>	
4.8.1	00871	Group manager could no show that RSPO P&C 2016 has been communicated to all group member.	18-04-2017	<p>Carry out briefing to all group member related RSPO P&amp;C 2016 implementation, whereas the briefing done on March 1, 2017, attendant by 65 person.</p> <p>Ensure all group member will understand against to RSPO P&amp;C 2016, and this briefing will refresh every a year.</p>	Closed
5.1.1	00872	1. Based on SPPL document verification, there is no record of SPPL implementation report as required in the SPPL	18-05-2017	<ol style="list-style-type: none"> <li>1. Carry out environmental management as required in the SPPL document.</li> <li>2. Carry out briefing against spraying SOP, whereas is</li> </ol>	Closed

		<p>documents.</p> <p>2. Found spraying activities in riparian zone in Mr Safuan and Suwarno field area, this is not comply with SPPL document requirement.</p>		<p>not allow to carry out spraying within 3 palm oil tree from riparian bufferzone.</p> <p>3. Ensure that environmental management will monitore periodically and spraying activity in the riparian is not allow.</p> <p>4. Group manager sent environmental management plan accordance to the SPPL document, and record of briefing for spraying in riparian bufferzone.</p>	
5.2.2	00875	<p>1. There is no procedure about wildlife or rare conservation.</p> <p>2. There is no location maps for wildlife indication.</p> <p>3. Thereis no work program for wildlife handling.</p> <p>4. Found chemical activity in the riparian bufferzone as required in the procedure.</p>	18-05-2017	<p>1. Develop the SOP for wildlife conseration, whereas the SOP No.39/SOP/GKT-TS/III/2017, signed on March 9, 2017.</p> <p>2. Carry out mapping identification for wildlife, whereas the mapscale is 1:15,000.</p> <p>3. Develop work plan to protect identified wildlife, whereas the plan such as briefing, maping, training, signed board instalation and monitoring. The work plan complete with time table.</p> <p>4. Briefing spraying procedure to all group member and ensure the group member will understand about the procedure requierment, whereas the briefing done on March 2017, also complete with briefing photograph and signed board instalation photograph.</p> <p>5. Group manager will ensure the</p>	Closed

				SOP will implemented and all group member understand about the SOP and care about the riparian bufferzone protection.	
5.3.1	00876	Chemical storage condition is still possible to contaminate the soil because there is no layer on the floor.	18-05-2017	Carry out chemical storage reparation with flooring instalation to prevent the soil contamination. Ensure the chemical storage activity will be based on chemical handling best practice. Group manager sent chemical storage photograph complete with good flooring.	Closed
5.3.2	00877	<ol style="list-style-type: none"> <li>1. There is no program for hazardous waste management, especially for chemical container.</li> <li>2. There is no evidenced that hazardous waste chemical container management has been communicated to group member.</li> </ol>	18-05-2017	<ol style="list-style-type: none"> <li>1. Carry out discussion with official government (BLH) about hazardous handling management.</li> <li>2. Carry out briefing to all group member about hazardous waste management handling.</li> <li>3. Gapoktan Tanjung Sehati sent evidenced photograph of BLH visit to hazardous warehouse, record of waste management handling briefing and photograph to group member.</li> </ol>	Closed
6.1.1	00878	<ol style="list-style-type: none"> <li>1. Gapoktan Tanjung Sehati established the SIA assessment report, but this document not complete yet, because not all negative impact identified recorded the SIA document.</li> <li>2. SIA assessment process not involved the affected parties.</li> <li>3. There is no record that stakeholder consultation to related</li> </ol>	18-05-2017	<ol style="list-style-type: none"> <li>1. Carry out re-assessment of SIA to identify all impact will occur in the communities/envir onment.</li> <li>2. Involve the third parties will affected from Gapoktan Tanjung Sehati activities.</li> <li>3. Documented the stakeholder consultation.</li> <li>4. Gapoktan Tanjung Sehati sent the new SIA assessment</li> </ol>	Closed

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		stakeholder to affected parties are documented.		report, complete with positive and negative impact will occur in the environment, and also complete with SIA mitigation plan. Then, the SIA assessment carried out with involved the affected parties, evidenced with photograph of stakeholder consultation against to affected parties.  5. Group manager will ensure all impact as stated in the SIA assessment report will monitor and will evaluate every two years.	
6.1.2	00879	Group manager could not show that SIA assessment report has developed with involved affected third parties.	18-05-2017	Carry out stakeholder consultation with involve the affected parties during SIA assessment. Group manager will ensure stakeholder consultation will carry out periodically and stakeholder list will update periodically. Group manager sent evidenced stakeholder consultation involve affected parties photograph.	Closed
6.1.3	00880	<ol style="list-style-type: none"> <li>1. Gapoktan Tanjung Sehati could not show SIA management plan to mitigate the negative impact and increase the positive impact.</li> <li>2. There is no person incharge appointed by Group manager to implement the SIA management plan.</li> <li>3. Gapoktan did not have mechanism for mitigation reporting done by group member.</li> <li>4. Gapoktan Tanjung Sehati did not include the</li> </ol>	18-05-2017	<ol style="list-style-type: none"> <li>1. Group manager develop management plan to mitigate the negative impact and increase the positive impact.</li> <li>2. Appoint person incharge to implement the SIA management plan.</li> <li>3. Develop mechanism about mitigation reporting to all group member.</li> <li>4. Include the stakeholder consultation result in the SIA assessment report.</li> </ol>	Closed

		stakeholder consultation result in the SIA assessment report.		<p>5. Gapoktan Tanjung sehati sent SIA management plan consist of mitigation plan to decrease the negative impact and increase the positive impact, whereas the management plan complete with time table, person incharge, and action plan taken by gapoktan. This document signed on March 20, 2017 by Group Manager.</p> <p>6. Gapoktan Tanjung Sehati sent mitigation reporting mechanism in flowcahrt, and complete the SIA report with stakeholder consultation result.</p> <p>7. Group Manager will ensure that SIA management plan will implement, and evaluate periodically, and stakeholder list also will update periodically.</p>	
7.1.1	00883	<p>1. Gapoktan Tanjung Sehati established the SIA assessment report, but this document not complete yet, because not all negative impact identified recorded the SIA document.</p> <p>2. SIA assessment process not involved the affected parties.</p> <p>3. There is no record that stakeholder consultation to related stakeholder to affected parties are documented.</p>	18-05-2017	<p>1. Carry out re-assessment of SIA to identify all impact will occur in the communities/envir onment.</p> <p>2. Involve the third parties will affected from Gapoktan Tanjung Sehati activities.</p> <p>3. Documented the stakeholder consultation.</p> <p>4. Gapoktan Tanjung Sehati sent the new SIA assessment report, complete with positive and negative impact will occur in the environment, and</p>	Closed



				<p>also complete with SIA mitigation plan. Then, the SIA assessment carried out with involved the affected parties, evidenced with photograph of stakeholder consultation against to affected parties.</p> <p>5. Group manager will ensure all impact as stated in the SIA assessment report will monitor and will evaluate every two years.</p>	
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**3.3.2 Minor non-conformities**

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

Indicator	NCR No. RSPO	Evidence Observed	Deadline for implementation (Date)	Correction/Corrective Action taken/	Auditor Conclusion
2.1.2	00849	Group manager could no evidenced that law and regulation list communicated to all group member.	17-02-2018	Carry out law and regulation briefing to all group member. Group manager will ensure every new law and regulation and new member will get periodically briefing to increase the awareness of group member to comply against to regulation.	<b>Closed</b>
2.1.3	00850	Group manager did not assigned person incharge to ensure the implementation law and regulation and to update the new regulation.	17-02-2018	Assign person incharge to ensure implementation of law and regulation. Group manager will ensure person incharge will responsible to carry out evaluation law and regulation implementation.	<b>Closed</b>
4.1.2	00853	Group manager cloud show evidence of internal audit CAR's follow up audit.	17-02-2018	Group manager develop CAR's based in internal audit result and make time table to closed the internal audit non-conformities. Ensure every internal audit will complete with	<b>Closed</b>

				CAR's and time table to close the non-conformities.	
4.1.3	00854	<p>1. Group manager could not show evidenced that estate management procedure templated has been communicate to group member.</p> <p>2. Group member could no show evidenced for weeding and pruning activity.</p>	17-02-2018	<p>1. Group manager will provide template for estate management and communicate to all group member.</p> <p>2. Added manual weeding and pruning activity in the activity record for each group member.</p>	<b>Closed</b>
4.2.2	00856	Group manager could no show the fertilizer records, and also found group member not recorded they fertilizer activity, this is not comply with procedure No.16/SOP/GKT-TS/VI/2016.	17-02-2018	<p>Carry out socialization for fertilizing application, and every fertilizing activity will record by each group member.</p> <p>Ensure the fertilizer activity will update periodically and every fertilizer type should record by group member.</p>	<b>Closed</b>
4.2.3	00857	Group manager could no shoew evidence that leaf and soil sampling has conducted.	17-02-2018	<p>Carry out communication to related stakeholder about leaf and soil sampling process mechanism.</p> <p>Group manager will ensure the f leaf and soil sampling will carry out periodically as fertilizer recommendation.</p>	<b>Closed</b>
4.2.4	00858	Group manager did not carry out monitoring to ensure soil fertility maintenance, because found some of group member apply EFB for organic fertilizer.	17-02-2018	<p>Carry out communication to the related stakeholder to evaluate the soil fertility.</p> <p>Group manager will ensure the soil fertility maintenance periodically.</p>	<b>Closed</b>
4.3.2	00859	Based on field observation in field belong of Padmo-Sido Mulyo, there is no terrace, while this location in slope condition.	17-02-2018	<p>Carry out monitoring by group manager against all field location in slope condition and develop erosion control program.</p> <p>Group member know that they area in slope condition and carry out erosion control to minimize erosion potential.</p>	<b>Closed</b>

4.4.1	00860	<ol style="list-style-type: none"> <li>1. Group manager could no show the hydrology map.</li> <li>2. Group manager could no show water management plan.</li> <li>3. Group manager could no show evidenced to protect water source in work place to ensure there is no contamination in the water from group member activity.</li> </ol>	17-02-2018	<ol style="list-style-type: none"> <li>1. Carry out identification natural water stream/river inside group member area, and put into hydrology map.</li> <li>2. Develop water management plan.</li> <li>3. Carry out briefing to all group member about natural water stream protection.</li> <li>4. Group manager will ensure hydrology map available in place and could understand by group member. Then, water managemen plan will evaluate periodically to ensure that program is effective.</li> </ol>	<b>Closed</b>
4.5.2	00862	Group manager could no show evidence for IPM training.	17-02-2018	Carry out IPM training for all group member and for person incharge for IPM implementation. Group member ensure that person incharge and group member understand about IPM management and all record related IPM management will record.	<b>Closed</b>
4.6.4	00866	Group manager could no show evidence that praquat used decrease until not use by group member.	17-02-2018	Carry out communication with all group member about praquat minimizing program as required by RSPO. Ensure that paraquat decrease program available in place, and implemented well.	<b>Closed</b>
4.6.9	00868	Group manager and group member could no show evidence that they understand about pesticides handling.	17-02-2018	Carry out briefing to all group member about pesticides handling. Develop training program for pesticides handling training and ensure every group member will follow the trianing and understand about pesticides best practice handling.	<b>Closed</b>
5.1.2	00873	1. There is no time	17-02-2018	1. Develop time bond	<b>Closed</b>

		<p>bond plan for environmental management.</p> <p>2. There is no evidenced that environmental management has communicated to all group member.</p> <p>3. There is no person incharge for environmental management impementation.</p>		<p>plan for each environmental management plan, and also set the target.</p> <p>2. Develop training program for all group member about environmental management.</p> <p>3. Assigned person incharge will responsible for environmental management implementation.</p> <p>4. Group manager will ensure that environmental management will implementation by responsible person, and all group member could understand how to manage the environment as required in the SPPL document/</p>	
5.1.3	00874	There is no evidenced that environmental management review by group manager minimum in two years.	17-02-2018	Develop environmental management plan based on SPPL document and ensure that every two years the environmental management plan will review.	<b>Closed</b>
6.1.4	00881	Gapoktan Tanjung Sehati does no have plan to minimize the negative impact, whereas this plan should review minium in every two years with involve the affected parties.	17-02-2018	Group manager and group member also with affected parties will carry out together monitoring against to SIA management plan, and will review together every two years.	<b>Closed</b>
6.1.5	00882	Gapoktan Tanjung Sehati does no have training program to minimize social impact and mitigate all negative impact.	17-02-2018	Carry out public consultation with affected parties, and develop traning program to minimize negative impact. Ensure the training program will implemented.	<b>Closed</b>
7.1.2	00884	1. Gapoktan Tanjung Sehati could not show SIA management plan to mitigate the negative impact and increase the positive impact.	17-02-2018	1. Group manager develop management plan to mitigate the negative impact and increase the positive impact. 2. Appoint person	<b>Closed</b>

		<p>2. There is no person incharge appointed by Group manager to implement the SIA management plan.</p> <p>3. Gapoktan did no have mechanism for mitigation reporting if done by group member.</p> <p>4. Gapoktan Tanjung Sehati did not include the stakeholder consultation result in the SIA assessment report.</p>		<p>incharge to implement the SIA management plan.</p> <p>3. Develop mechanism about mitigation reporting to all group member.</p> <p>4. Include the stakeholder consultation result in the SIA assessment report.</p> <p>5. Gapoktan Tanjung sehati sent SIA management plan consist of mitigation plan to decrease the negative impact and increase the positive impact, whereas the management plan complete with time table, person incharge, and action plan taken by gapoktan. This document signed on March 20, 2017 by Group Manager.</p> <p>6. Gapoktan Tanjung Sehati sent mitigation reporting mechanism in flowcahrt, and complete the SIA report with stakeholder consultation result.</p> <p>7. Group Manager will ensure that SIA management plan will implement, and evaluate periodically, and stakeholder list also will update periodically.</p>	
7.1.3	00885	Gapoktan Tanjung Sehati does no program training for group member about social risk and mitigate the negative impact.	17-02-2018	Group manager will develop plan for training and briefing for social risk and mitigation plan. Group manager will ensure all group member follow the training and briefing and they understand	<b>Closed</b>

				how to manage the SIA.	
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**3.3 Issues Raised by Stakeholders and Findings Pertaining to Issues**

No.	Issues Raised	Audit Verification
1.	No negative issues regarding to existing and activities of Gapoktan members	Activities of Gapoktan members do not have negative impact to communities in existing condition
2.	Gapoktan members has got benefit from RSPO certificate which their owned	There are sharing profit from Yayasanab Setara on the results of selling RSPO certificate in the green palm platform

**3.4 Acknowledgements of Internal Responsibility and Formal Sign-Off by Client**

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

Signed on behalf of Gapoktan Tanjung Sehati

Signed on behalf of TUV Rheinland Indonesia




.....  
Jalal Sayuti  
Head of Independent Smallholder Group  
Date: May 30, 2018

.....  
Mhd Fundy Cholis Kurniawan  
Lead Auditor  
Date: May 30, 2018

## APPENDICES


### Appendix 1 : Details of certificate

**Certificate**

Standard : **RSPO Management System Requirement and Guidance Group Certification of FFB Production, March 2016**

Certificate Registr. No. : 824 502 14001

PT TUV Rheinland Indonesia certifies :

Certificate Holder :  **Independent Smallholders Organization (Gabungan Kelompok Tani (Gapoktan)) Tanjung Sehat**  
Desa Mekar Jaya, Kecamatan Tabir Selatan,  
Kabupaten Merangin, Jambi Province, Indonesia

and its company owned estates according to the annex

Scope : **Palm Oil Plantation Management System**

An audit was performed, Report No. ASA3\_82450214001.  
Proof has been furnished that the requirements according to RSPO Management System Requirement and Guidance Group Certification of FFB Production, March 2016 are fulfilled.  
The due date for all future audits is 16-04.

Validity: The certificate is valid from 16-06-2014 until 15-06-2019.  
The certificate shall remain valid in period stipulated above provided that the certificate holder mentioned here continues to comply with the RSPO P&C requirements. Status of compliance of the certificate holder shall be based on the annual inspections conducted by PT TUV Rheinland Indonesia.

RSPO registered organization : **Gabungan Kelompok Tani (Gapoktan) Tanjung Sehati (RSPO Member No. : 1-0140-13-000-00)**

Date of first certificate : June 16, 2014

Indonesia, 17-07-2017   
PT TUV Rheinland Indonesia  
Director

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

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# Annex to certificate

**Standard :** RSPO Management System Requirement and Guidance  
 Group Certification of FFB Production, March 2016

**Certificate Registr. No.:** 824 502 14001

**Location:** Independent Smallholder Organization (Gabungan Kelompok  
**Address :** Tani (Gapoktan)) Tanjung Sehat  
 Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin,  
 Jambi Province

The group farmers of supply base covered in certification scope are :

Name of Groups	Location	GPS locations	
		Latitude	Longitude
Sido Mulyo	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 00" N - 1° 51' 48" N	102° 27' 30" E - 102° 28' 18" E
Sido Makmur	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 40" N - 1° 52' 10" N	102° 27' 56" E - 102° 28' 36" E
Mandiri Jaya	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 23" N - 1° 52' 5" N	102° 27' 36" E - 102° 28' 27" E
Sido Maju	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 50" N - 1° 52' 10" N	102° 27' 19" E - 102° 27' 2" E
Sumber Hasil	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 27" N - 1° 52' 40" N	102° 27' 00" E - 102° 28' 15" E
Kemang Jaya	Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin, Propinsi Jambi	1° 51' 46" N - 1° 52' 18" N	102° 26' 50" E - 102° 27' 30" E


Company Estates FFB Tonnages\* : 5,000.92 tonnes  
 FFB Tonnage claimed for certification\*\* : 5,246.01 tonnes  
 CPO Equivalent\*\* : 1,049.20 tonnes  
 PKO Equivalent\*\* : 118.08 tonnes  
 PKE Equivalent\*\* : 144.26 tonnes

\*Actual Production period January – December 2016

\*\*Projected output of January – December 2017

Indonesia, 17-07-2017

Issued by PT TUV Rheinland Indonesia

  
 PT TUV Rheinland Indonesia  
 Director

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# Annex to certificate

Standard : **RSPO Management System Requirement and Guidance  
Group Certification of FFB Production, March 2016**

Certificate Registr. No.: **824 502 14001**

Location: **Independent Smallholder Organization (Gabungan Kelompok  
Tani (Gapoktan)) Tanjung Sehati**  
 Address : **Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin,  
Jambi Province**

List of Group Member and Total Planted Area (Ha):

### Sido Maju Group Member

NO	NAME	Planted Area (Ha)
1	SUNARTO	1.5
2	DEDI	1
3	HADI SUPONO	1.07
4	JUNAIDI	1.8
5	SAPUAN	3
6	SARPAN	2
7	SURAJI	1
8	SAPAAT	0.91
9	AGUSTIONO	0.75
10	DJOEWARSIH	1.25
11	JASIAH	2.2
12	KUSNO	2.57
13	MARJI	6.12
14	WAKIJAN	3
15	MAT ALI	1.1
16	WAGIMAN	1.32
17	SRI WIDODO	1.97
18	SUWARNO	1.5
19	SUPRIYANTO	1.21
20	TRI WAHYUNI	1.11
21	AMIR	1
22	SUDARNO	3
23	SUKADI	1
24	GIMIN	1.62
25	BONIRAN	2.3
26	NAFSIAH	1
27	SURATNO	1.71
28	H.ROHMANU	6.41
29	FATKUROJI	2.4
30	SUSILO	0.77
31	SURYONO	0.86
32	MANTO	2.31
33	H.ROHMANU	0.78
34	WENI SUSANTO	1.2
35	SUYATNO	2.36
36	PURNOMO	1.5
37	UMAR SUTRISNO	1
38	WAWAN	1
<b>TOTAL</b>		<b>68.6</b>

### Sido Makmur Group Member

NO	NAME	Planted Area (Ha)
1	MUFTAKIRUN	1.91
2	YOHANES SAGIMIN	1.54
3	ABU JALAL	1.71
4	JALAL SAYUTI	2.07
5	ABDUL KARIM	1.53
6	SUHER	1.48
7	SISWANDI	1.4
8	MUGIYANTO	1.95
9	PAIDIN	1.2
10	PONIDI	1.97
11	KARNI	0.66
12	ANDI KAHAR	1.7
13	SUYATNO	1.75
14	WAHYONO	0.77
15	DARYADI	0.63
16	M. YUSUF EFENDI	0.76
17	MUHAJIRIN	0.7
18	PAIMIN	1.19
19	SURAJI	1.28
20	FATKHUR ROZI	1.34
21	WARSONO	1.73
22	SAFUAN	1.87
23	LASNO	2.02
24	SUBROTO	2.29
25	ROKHIMIN	1.69
26	SUWANDI	1.14
27	ARIF	1.3
28	RIBUT WIDODO	0.28
29	HARTONO	1.23
30	ROZIKIN	0.67
31	SOLEKAN	1.02
32	H.ROHMANU	1.36
<b>TOTAL</b>		<b>44.14</b>

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# Annex to certificate

Standard : **RSPO Management System Requirement and Guidance  
 Group Certification of FFB Production, March 2016**

Certificate Registr. No.: 824 502 14001

Location: **Independent Smallholder Organization (Gabungan Kelompok  
 Tani (Gapoktan)) Tanjung Sehati**  
 Address : **Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin,  
 Jambi Province**

List of Group Member and Total Planted Area (Ha):

## Mandiri Jaya Group Member

NO	NAME	Planted Area (Ha)
1	M.SUKARDI	3.68
2	SURYADI	2.46
3	SOLEH IRAWAN	2.4
4	ABU JALAL	1.24
5	SOFYAN	1.91
6	SUSILO	2.17
7	JUMANI	2.69
8	NURYADI	2.18
9	HASIM	2.15
10	DAMIS	1
11	TUKIMIN	2.99
12	WARMI	1.08
13	MINTO.H	0.7
14	LASDI	1.72
15	TUJIRAN	1
16	SUGENG	2.61
17	SUJIMARTO	1.46
18	NGATIMAN	1.56
19	ANGGA MULYADI	4.44
20	RUKANTO	1.08
21	PURNOMO	1.38
22	MARTONO	2.68
23	SUTARTO	1
24	ARLIUS	2
25	JOKO	3.66
26	H.ROHMANU	0.9
27	JUMAIN	1.32
28	WARSONO/MANGU	2.74
29	SUNARTO	1.84
30	JUPRI/NAPIAH	0.62
31	WARSITO	1.35
32	SULASTRI	1.45
33	ISRUDIN/MARYADI	2.51
<b>Total</b>		<b>63.97</b>

## Sumber Hasil Group Member

NO	NAME	Planted Area (Ha)
1	IMAM GOZALI	1.3
2	KORIP	1.5
3	WITONO	3.3
4	MANTO	1
5	WAHYUDI	1
6	SUGENG	2
7	SUTARJO	2
8	IMRON ROJALI	2.5
9	NUR WAHID	1.4
10	PANIDI	2
11	SAKAT	1
12	YUSRIZAL	2.4
13	MARIATIN	0.5
14	SUPRAPTO	1.5
15	GIANTO	1.3
16	SUDARNO	0.8
17	WAGIMAN	2.7
18	BURLIAN KAMAL	1.7
19	SUKADI	1
20	M.SHOLIKIN	2
21	PARJI.K	2.4
22	PONIJAN	1
23	SUKINI	0.5
24	WAWAT.H	1.5
25	M.SARAGIH	2.25
<b>TOTAL</b>		<b>40.55</b>

# Annex to certificate

Standard : **RSPO Management System Requirement and Guidance  
 Group Certification of FFB Production, March 2016**

Certificate Registr. No.: 824 502 14001

Location: **Independent Smallholder Organization (Gabungan Kelompok  
 Tani (Gapoktan)) Tanjung Sehati**  
 Address : **Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin,  
 Jambi Province**

List of Group Member and Total Planted Area (Ha):

### Sido Mulyo Group Member

NO	NAME	Planted Area (Ha)
1	DARSONO	4.4
2	WARSITO	2.04
3	JAZILUN NUJUM	1
4	A.SAPAAT	0.92
5	A.MUSBIHIN	1.29
6	ARIPIN	0.98
7	BUSARI	1.44
8	DARMANTO	1
9	ENDRO	1.75
10	ESTANTO	2.95
11	FATKHAN	1
12	H.MUNASIM	2.84
13	ISMANTO	0.49
14	ABU JALAL	6.19
15	JUNAIDI	4.83
16	M.SUKARDI/JU	1.54
17	KUAT SANTOSO	0.6
18	MARJI	4.33
19	MAT ALI	1
20	MISNADI	0.64
21	MUSLIM	1.75
22	NAROH	2.08
23	NURILA	1
24	PADMO	1.77
25	PURWANTI	1.33
26	SYAFUAN	1.1
27	SAMSURI	1.69
28	SARBI	3.26
29	SARMIN	1.42
30	SOLIKIN	1.8

31	SRI WIDODO	1.5
32	SUDARNO	5.19
33	SUKARMIN	2.93
34	SUKARNI	0.42
35	KASTO TUKIMIN	2.83
36	SUMARDI	1.08
37	SUNARTO	0.82
38	SUNOKO	0.87
39	SUPARDI	1.09
40	SURAJI	0.55
41	SUTINAM	3.05
42	FAUZI	1.11
43	SUTARTO	0.8
44	TUJIRAN	2.39
45	ULIN NUKMAN	1.5
46	WAHYONO	2.04
47	WAKINO	1.53
48	YOTO SENTONO	2.1
49	YUSUF.H	1
50	PURWOKO	1
51	SHOLEKAN	0.26
52	SAFUAN DURI	0.5
53	EDI SLAMET	1.18
54	TAAT UJIANTO	0.31
55	RIBUT WIDODO	0.27
56	IBNU ALROSID	1.19
57	H.ROHMANU	1
58	BASARUDIN	1.39
<b>TOTAL</b>		<b>98.33</b>

# Annex to certificate

Standard : **RSPO Management System Requirement and Guidance  
 Group Certification of FFB Production, March 2016**

Certificate Registr. No.: 824 502 14001

Location: **Independent Smallholder Organization (Gabungan Kelompok  
 Tani (Gapoktan)) Tanjung Sehati**  
 Address : **Desa Mekar Jaya, Kecamatan Tabir Selatan, Kabupaten Merangin,  
 Jambi Province**

List of Group Member and Total Planted Area (Ha):

## Kemang Jaya Group Member

NO	NAME	Planted Area (Ha)
1	ENDRO SUSANTO	0.3
2	KAREM	0.3
3	SUTARTO	1.5
4	SUPARNO	0.5
5	PARSO	1
6	MARINO	0.25
7	HARTINO	2.3
8	WIYONO	1.3
9	SUTINO	1
10	MADRUSMAN	1
11	NURYADI	0.25
12	WARDIYO	2
13	SUNARTO	0.6
14	JAZILUN JUJUM	1
15	SUTINAM	0.5
16	BUSARI	1
17	FADHOLI	2
18	A.SUGIYANTO	3.5
19	WAGIMAN	1
20	ROKHIMIN	1.3
21	YANTO	2
22	BURLIAN KAMAL	1.5
23	TA'AT	1.5
24	KAMILUDIN	0.25
25	UDI SANTOSO	0.8
26	SRIWIDODO	0.35
27	M.SOLIKIN	1.98
28	SUSANTO	0.6
<b>TOTAL</b>		<b>31.58</b>

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**Appendix 2 : List of member per group**

**1. Mandiri Jaya Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	M.SUKARDI	3,68	Head	MEKAR JAYA Village	
2	SURYADI	2,46	Secretary	MEKAR JAYA Village	
3	SOLEH	2,40	Treasurer	MEKAR JAYA Village	
4	JALAL	1,24	Member	MEKAR JAYA Village	
5	SUROTO	1,91	Member	MEKAR JAYA Village	
6	SUSILO	2,17	Member	MEKAR JAYA Village	
7	JUMANI	2,09	Member	MEKAR JAYA Village	
8	NURYADI	2,18	Member	MEKAR JAYA Village	
9	HASIM	2,15	Member	MEKAR JAYA Village	
10	DAMIS	1	Member	MEKAR JAYA Village	
11	TUGIMIN	2,99	Member	MEKAR JAYA Village	
12	WARMI	1,08	Member	MEKAR JAYA Village	
13	MINTO.H	0,7	Member	MEKAR JAYA Village	
14	LASDI	1,72	Member	MEKAR JAYA Village	
15	TUJIRAN	1	Member	MEKAR JAYA Village	
16	SUGENG	2,61	Member	MEKAR JAYA Village	
17	SUJIMINARTO	1,46	Member	MEKAR JAYA Village	
18	NGATIMAN	1,56	Member	MEKAR JAYA Village	
19	ANGGA MULYADI	4,44	Member	MEKAR JAYA Village	
20	RUKANTO	1,08	Member	MEKAR JAYA Village	
21	PURNOMO	1,38	Member	MEKAR JAYA Village	
22	MARTONO	2,68	Member	MEKAR JAYA Village	
23	WAJI	1	Member	MEKAR JAYA Village	
24	ARLIUS	2	Member	MEKAR JAYA Village	
25	TRI JOKO	3,66	Member	MEKAR JAYA Village	
26	H.ROHMANU	0,9	Member	MEKAR JAYA Village	
27	JUMA'IN	1,32	Member	MEKAR JAYA Village	
28	WARSONO	2,74	Member	MEKAR JAYA Village	
29	KORIP/KARET	1,5	Member	MEKAR JAYA Village	Rubber so not involve certification
30	SUNARTO	1,84	Member	MEKAR JAYA Village	
31	SUMANI/KARET	2	Member	MEKAR JAYA Village	Rubber so not involve certification
32	NAPIAH/JUPRI	0,62	Member	MEKAR JAYA Village	
33	WARSITO	1,35	Member	MEKAR JAYA Village	
34	SULASTRI	1,45	Member	MEKAR JAYA Village	
35	ISRUDIN/MARYADI	2,51	Member	MEKAR JAYA Village	
	<b>TOTAL</b>	<b>66,87</b>			
33	<b>-3,5/SERTIFIKASI</b>	<b>63,37</b>			

**2. Sumber Hasil Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	IMAM GOZALI	1,3	Head	MEKAR JAYA Village	
2	KORIP	1,5	Secretary	MEKAR JAYA Village	
3	WITONO	3,3	Treasurer	MEKAR JAYA Village	
4	MANTO	1	Member	MEKAR JAYA Village	
5	WAHYUDI	1	Member	MEKAR JAYA Village	
6	SUGENG	2	Member	MEKAR JAYA Village	
7	SUTARJO	2	Member	MEKAR JAYA Village	
8	IMRON ROJALI	2,5	Member	MEKAR JAYA Village	
9	NUR WAHID	1,4	Member	MEKAR JAYA Village	
10	PANIDI	2	Member	MEKAR JAYA Village	
11	SAKAT	1	Member	MEKAR JAYA Village	
12	YUSRIZAL	2,4	Member	MEKAR JAYA Village	
13	MARIYATIN	0,5	Member	MEKAR JAYA Village	
14	SUPRAPTO	1,5	Member	MEKAR JAYA Village	
15	GIANTO	1,3	Member	MEKAR JAYA Village	
16	SUDARNO	0,8	Member	MEKAR JAYA Village	
17	WAGIMAN	2,7	Member	MEKAR JAYA Village	
18	SOJO/KARET	1	Member	MEKAR JAYA Village	Rubber so not involve certification
19	BURLIAN KAMAL	1,7	Member	MEKAR JAYA Village	
20	SUKADI	1	Member	MEKAR JAYA Village	
21	M.SOLIKIN	2	Member	MEKAR JAYA Village	
22	PARJI	2,4	Member	MEKAR JAYA Village	
23	PONIJAN	1	Member	MEKAR JAYA Village	
24	WARTO DIHARJO/KARET	1	Member	MEKAR JAYA Village	Rubber so not involve certification
25	TUKIRAN/KARET	2	Member	MEKAR JAYA Village	Rubber so not involve certification
26	ISWANTO/KARET	1	Member	MEKAR JAYA Village	Rubber so not involve certification
27	SUKINI	0,5	Member	MEKAR JAYA Village	
28	PONIMAN/KARET	1	Member	MEKAR JAYA Village	Rubber so not involve certification
29	WAWAT HANDOYO	1,5	Member	MEKAR JAYA Village	
30	M. SARAGIH	2,25	Member	MEKAR JAYA Village	
	<b>TOTAL</b>	<b>46,55</b>			
25	<b>-6/SERTIFIKASI</b>	<b>40,55</b>			

**RSPO 3rd Surveillance Audit Report**  
**GAPOKTAN TANJUNG SEHATI**  
Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



**3. Sido Maju Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	SUNARTO	1,5	Head	MEKAR JAYA Village	
2	DEDI	1	Secretary	MEKAR JAYA Village	
3	H.SUPONO	1,87	Treasurer	MEKAR JAYA Village	
4	JUNAI DI	2	Member	MEKAR JAYA Village	
5	SAPUAN	3	Member	MEKAR JAYA Village	
6	SARPAN	2	Member	MEKAR JAYA Village	
7	SURAJI	1	Member	MEKAR JAYA Village	
8	AHMAD SAFA'AT	0,91	Member	MEKAR JAYA Village	
9	AGUSTIYONO	0,75	Member	MEKAR JAYA Village	
10	DJOEWARSIH	1,25	Member	MEKAR JAYA Village	
11	JASIAH	2,2	Member	MEKAR JAYA Village	
12	KUSNO	2,57	Member	MEKAR JAYA Village	
13	MARJI	7,12	Member	MEKAR JAYA Village	
14	WAKIJAN	3	Member	MEKAR JAYA Village	
15	MAT ALI	1	Member	MEKAR JAYA Village	
16	WAGIMAN	1,32	Member	MEKAR JAYA Village	
17	SRI WIDODO	1,97	Member	MEKAR JAYA Village	
18	SUWARNO	1,5	Member	MEKAR JAYA Village	
19	SUPRIYANTO	1,21	Member	MEKAR JAYA Village	
20	TRI WAHYUNI	1,1	Member	MEKAR JAYA Village	
21	AMIR	1	Member	MEKAR JAYA Village	
22	SUDARNO	3,25	Member	MEKAR JAYA Village	
23	SUKADI	1	Member	MEKAR JAYA Village	
24	GIMIN	1,62	Member	MEKAR JAYA Village	
25	BONIRAN	2,3	Member	MEKAR JAYA Village	
26	NAFSIAH	1	Member	MEKAR JAYA Village	
27	SURATNO	1,71	Member	MEKAR JAYA Village	
28	H.ROHMANU	6,41	Member	MEKAR JAYA Village	
29	FATKUROJI	2,4	Member	MEKAR JAYA Village	
30	SUSILO	0,77	Member	MEKAR JAYA Village	
31	SURYONO	0,86	Member	MEKAR JAYA Village	
32	MANTO	2,31	Member	MEKAR JAYA Village	
33	ARIFIN	0,78	Member	MEKAR JAYA Village	
34	WENI SUSANTO	1,2	Member	MEKAR JAYA Village	
35	SUYATNO	2,36	Member	MEKAR JAYA Village	
36	PURNOMO	1,5	Member	MEKAR JAYA Village	
37	UMAR SUTRISNO	1	Member	MEKAR JAYA Village	
38	WAWAN	1	Member	MEKAR JAYA Village	
	<b>Total SERTIFIKASI</b>	<b>68,60</b>			

**RSPO 3rd Surveillance Audit Report**  
**GAPOKTAN TANJUNG SEHATI**  
Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



**4. Sido Makmur Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	MIFTAKIRUN	1,91	Head	MEKAR JAYA Village	
2	Y.SAGIMIN	1,54	Secretary	MEKAR JAYA Village	
3	ABU JALAL	1,71	Treasurer	MEKAR JAYA Village	
4	JALAL SAYUTI	2,07	Member	MEKAR JAYA Village	
5	A.KARIM	1,53	Member	MEKAR JAYA Village	
6	SUHER	1,48	Member	MEKAR JAYA Village	
7	SISWADI	1,40	Member	MEKAR JAYA Village	
8	MUGIANTO	1,95	Member	MEKAR JAYA Village	
9	PAIDIN	1,20	Member	MEKAR JAYA Village	
10	PONIDI	1,97	Member	MEKAR JAYA Village	
11	KARNI	0,66	Member	MEKAR JAYA Village	
12	ANDI KAHAR	1,70	Member	MEKAR JAYA Village	
13	SUYATNO	1,75	Member	MEKAR JAYA Village	
14	WAHYONO	0,77	Member	MEKAR JAYA Village	
15	DARYADI	0,63	Member	MEKAR JAYA Village	
16	SUDJI	1,05	Member	MEKAR JAYA Village	not interest with certification
17	M.YUSUF EFENDI	0,76	Member	MEKAR JAYA Village	
18	MUHAJIRIN	0,70	Member	MEKAR JAYA Village	
19	PAIMIN	1,19	Member	MEKAR JAYA Village	
20	SURAJI	1,28	Member	MEKAR JAYA Village	
21	FATKHUR ROZI	1,34	Member	MEKAR JAYA Village	
22	WARSONO	1,73	Member	MEKAR JAYA Village	
23	SAPUAN	1,87	Member	MEKAR JAYA Village	
24	LASNO	2,02	Member	MEKAR JAYA Village	
25	SUBROTO	2,29	Member	MEKAR JAYA Village	
26	ROKHIMIN	1,69	Member	MEKAR JAYA Village	
27	SUWANDI	1,14	Member	MEKAR JAYA Village	
28	ARIF	1,30	Member	MEKAR JAYA Village	
29	RIBUT WIDODO	0,28	Member	MEKAR JAYA Village	
30	HARTONO	1,23	Member	MEKAR JAYA Village	
31	ROZIKIN	0,67	Member	MEKAR JAYA Village	
32	SOLEKAN	1,02	Member	MEKAR JAYA Village	
33	H.ROHMANU	1,36	Member	MEKAR JAYA Village	
	<b>Total SERTIFIKASI</b>	<b>45,19</b>			
32	(-1.05 HA) / 1 /SERTIFIKASI	44,19			



**RSPO 3rd Surveillance Audit Report**  
**GAPOKTAN TANJUNG SEHATI**  
Mekar Jaya Village, Tabir Selatan Sub District, Merangin District,  
Jambi Province



**5. Sido Mulyo Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	DARSONO	4,4	Head	MEKAR JAYA Village	
2	WARSITO	2,04	Secretary	MEKAR JAYA Village	
3	JAZILUN NUJUM	1	Treasurer	MEKAR JAYA Village	
4	A.SAPAAT	0,92	Member	MEKAR JAYA Village	
5	A.MUSBIHIN	1,29	Member	MEKAR JAYA Village	
6	ARIPIN	0,98	Member	MEKAR JAYA Village	
7	BUSARI	1,44	Member	MEKAR JAYA Village	
8	DARMANTO	1	Member	MEKAR JAYA Village	
9	ENDRO SUSANTO	1,75	Member	MEKAR JAYA Village	
10	ESTANTO	2,95	Member	MEKAR JAYA Village	
11	FATKHAN	1	Member	MEKAR JAYA Village	
12	H.MUNASIM	2,84	Member	MEKAR JAYA Village	
13	ISMANTO	0,49	Member	MEKAR JAYA Village	
14	ABU JALAL	6,19	Member	MEKAR JAYA Village	
15	JUNAI	4,83	Member	MEKAR JAYA Village	
16	M. SUKARDI	1,54	Member	MEKAR JAYA Village	
17	KUAT SANTOSO	0,6	Member	MEKAR JAYA Village	
18	MARJI	4,33	Member	MEKAR JAYA Village	
19	MAT ALI	1	Member	MEKAR JAYA Village	
20	MISNADI	0,64	Member	MEKAR JAYA Village	
21	MUSLIM	1,75	Member	MEKAR JAYA Village	
22	NARDI.S	4,05	Member	MEKAR JAYA Village	Not interest with certification
23	NAROH	2,08	Member	MEKAR JAYA Village	
24	NURILA	1	Member	MEKAR JAYA Village	
25	PADMO	1,77	Member	MEKAR JAYA Village	
26	PURWANTI	1,33	Member	MEKAR JAYA Village	
27	SYAFUAN	1,1	Member	MEKAR JAYA Village	
28	SAMINO/KARET	3,02	Member	MEKAR JAYA Village	Rubber so not involve certification
29	SAMSURI	1,69	Member	MEKAR JAYA Village	
30	SARBI	3,26	Member	MEKAR JAYA Village	
31	SARMIN	1,42	Member	MEKAR JAYA Village	
32	SOLKIN	1,8	Member	MEKAR JAYA Village	
33	SRI WIDODO	1,5	Member	MEKAR JAYA Village	
34	SUDARNO	5,19	Member	MEKAR JAYA Village	
35	SUKARMIN	2,93	Member	MEKAR JAYA Village	
36	SUKARNI	0,42	Member	MEKAR JAYA Village	
37	KASTO TUKIMIN	2,83	Member	MEKAR JAYA Village	
38	SUMARDI	1,08	Member	MEKAR JAYA Village	
39	SUNARTO	0,82	Member	MEKAR JAYA Village	
40	SUNOKO	0,87	Member	MEKAR JAYA Village	
41	SUPARDI	1,09	Member	MEKAR JAYA Village	
42	SUPARNO	0,88	Member	MEKAR JAYA Village	Not interest with certification
43	SURAJI	0,55	Member	MEKAR JAYA Village	
44	SUTINAM	3,05	Member	MEKAR JAYA Village	
45	FAUZI	1,11	Member	MEKAR JAYA Village	
46	SUTARTO	0,8	Member	MEKAR JAYA Village	
47	SAIFUDIN	1	Member	MEKAR JAYA Village	Not interest with certification
48	TUJIRAN	2,39	Member	MEKAR JAYA Village	
49	ULIN NUKMAN	1,5	Member	MEKAR JAYA Village	
50	WAHYONO	2,04	Member	MEKAR JAYA Village	
51	WAKINO	1,53	Member	MEKAR JAYA Village	
52	WARSONO/KARET	3,28	Member	MEKAR JAYA Village	Rubber so not involve certification
53	YOTO SENTONO	2,1	Member	MEKAR JAYA Village	
54	YUSUF.H	1	Member	MEKAR JAYA Village	
55	PURWOKO	1	Member	MEKAR JAYA Village	
56	SHOLEKAN	0,26	Member	MEKAR JAYA Village	
57	SAFUAN DURI	0,5	Member	MEKAR JAYA Village	
58	EDI SLAMET	1,18	Member	MEKAR JAYA Village	
59	TA'AT UJANTO	0,31	Member	MEKAR JAYA Village	
60	RIBUT WIDODO	0,27	Member	MEKAR JAYA Village	
61	IBNU ALROSYID	1,19	Member	MEKAR JAYA Village	
62	H.ROHMANU	1	Member	MEKAR JAYA Village	
63	BASARUDIN	1,39	Member	MEKAR JAYA Village	
	<b>TOTAL LUAS</b>	<b>110,56 HA</b>			
58	<b>(-12,23)/5/SERTIFIKASI</b>	<b>98,33 HA</b>			

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**6. Kemang Jaya Group**

No	Name of Member	Area (Ha)	Function	Address	Note
1	ENDRO SUSANTO	1,3	Head	MEKAR JAYA Village	a part of areas is rubber plantation is 1 ha so not involve certification
2	KAREM	0,3	Secretary	MEKAR JAYA Village	
3	SUTARTO	1,5	Treasurer	MEKAR JAYA Village	
4	SUPARNO	0,5	Member	MEKAR JAYA Village	
5	PARSO	1	Member	MEKAR JAYA Village	
6	MARINO	0,25	Member	MEKAR JAYA Village	
7	HARTINO	3,3	Member	MEKAR JAYA Village	a part of areas is rubber plantation is 1 ha so not involve certification
8	WIYONO	1,3	Member	MEKAR JAYA Village	
9	SUTINO	1	Member	MEKAR JAYA Village	
10	MADRUSMAN	1	Member	MEKAR JAYA Village	
11	NURYADI	0,25	Member	MEKAR JAYA Village	
12	WARDIYO	2	Member	MEKAR JAYA Village	
13	SUNARTO	0,6	Member	MEKAR JAYA Village	
14	JAZILUN NUJUM	1	Member	MEKAR JAYA Village	
15	SUTINAM	0,5	Member	MEKAR JAYA Village	
16	BUSARI	1	Member	MEKAR JAYA Village	
17	FADHOLI	2	Member	MEKAR JAYA Village	
18	A.MUGIYANTO	3,5	Member	MEKAR JAYA Village	
19	WAGIMAN	1	Member	MEKAR JAYA Village	
20	ROKHIMIN	1,3	Member	MEKAR JAYA Village	
21	YANTO	2	Member	MEKAR JAYA Village	
22	BURLIAN KAMAL	1,5	Member	MEKAR JAYA Village	
23	TA'AT	1,5	Member	MEKAR JAYA Village	
24	KAMILUDIN	0,25	Member	MEKAR JAYA Village	
25	UDI SANTOSO	0,8	Member	MEKAR JAYA Village	
26	SRI WIDODO	0,35	Member	MEKAR JAYA Village	
27	M.SOLIKIN	1,98	Member	MEKAR JAYA Village	
28	SUSANTO	0,6	Member	MEKAR JAYA Village	
	<b>TOTAL</b>	<b>33,58 HA</b>			
28	(-2 ha)/LUAS SERTIFIKASI	<b>31,58 HA</b>			

**Appendix 3 : List of Abbreviations**

FFB	Fresh Fruit Bunches
HCV	High Conservation Value
IPM	Integrated Pest Management
Gapoktan	Gabungan Kelompok Tani (Independent Smallholder Group)
OHS	Occupation, Health and Safety
SHM	Sertifikat Hak Milik (certificate of ownership)
SKT	Surat Keterangan Tanah (land information letter)
SPPL	Surat Pernyataan Pengelolaan Lingkungan (Environmental Impact Statement Letter)

**Appendix 4 : List of Stakeholders Interviewed and Contacted**

No.	Name of Stakeholder	Institution / Position	Remarks
1.	Jalal Sayuti	Head of Gapoktan	
2.	Martono	Farmer	
3.	Isrudin	Farmer	
4.	Abu Jalal	Farmer & Bussines Unit	
5.	Waji	Farmer	
6.	Sunarto	Farmer	
7.	Sobirin/Jumani	Farmer	
8.	Bp Jupri/Ibu Napiah	Farmer	
9.	Sainun	Farmer	
10.	Marsono	Farmer	
11.	Mulyono/Angga	Farmer	
12.	Mulyadi	Farmer	
13.	Suher	Farmer	
14.	Damis	Farmer	
15.	Sarlan, Ari, Arif, Edi T, Dedi	Harvesting	
16.	Umar	Farmer	
17.	Wawan Sy	Farmer	
18.	Ta'at	Farmer	
19.	Padholi	Farmer	

**Appendix 5 : Positive Observations & Observations/Opportunities for Improvement**

No.	Condition	Criteria
<b>Positive observation</b>		
	-	
<b>Observation/opportunities for improvement</b>		
	-	

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**Appendix 6 : Sampling location taken during 3rd surveillance audit**

Name/ Gapoktan/ Village	ID Card No.	Legality Land	Area (ha)	YoP	Coordinate	Amount of tree	Areal status	Land use trajectory	SPPL	STDB
<b>Mandiri Jaya</b>										
Martono	1502080707760001	Letter of Land Ownership Information No.593.69/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 27, 2013	2.68		01°51'44.291"S 102°28'15.038"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Mandiri Jaya Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Purnomo	15002080603710001	Certificate of land ownership No.31/2016	6438 m <sup>2</sup>		01°86'30.135"S 102°47'15.770"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Mandiri Jaya Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.

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Damis	1502082510760001	Letter of Land Ownership Information No.594.11/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 20, 2013	1.00		01°52'11.998"S 102°28'24.823"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Mandiri Jaya Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
<b>Sido Makmur</b>										
Safuan	1502081503850003	Letter of Land Ownership Information No.593.62/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 27, 2013	1.87		01°52'11.998"S 102°28'24.823"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Makmur Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Subroto	1502081011680002	Letter of land Ownership No.30/2016. Issued on June 22, 2016	1.6		01°87'01.025"S 102°47'07.430"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Makmur Group Framers, issued on	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with

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									November 28, 2013 by Environmental Official Government of Merangin District.	commodity is palm oil, and will not valid if the commodity changed.
Ponidi	1502080511550001	Letter of Land Ownership Information No.593.78/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 27, 2013	1.97	-		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Makmur Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.	
<b>Sido Mulyo</b>										
Padmo	1502081703730001	Land Ownership (SHP-Sertifikat Hak Pakai) No.543, with total area about 10,160 m <sup>2</sup> . But, based on letter information in next page mentioned "based decree of Land National Agency No.21/KBPN/1989 dated on November 29, 1989 about changed of <i>Hak Pakai to Hak Milik atas tanah yang diberikan kepada</i>	1.10		01°51'37.512"S 102°27'37.749"E	Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Mulyo Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.	

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		<i>para transmigran, Hak Pakai No.543 diubah menjadi Hak Milik No.515".</i> This letter issued on January 28, 1990 in Bangko.								
Abu Jalal	1502080602780001	Letter of Land Ownership Information No.59322/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 27, 2013			01°51'25.107"S 102°28'08.278"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Mulyo Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Sarbi	-	Letter of Land Ownership Information No.593.21/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 27, 2013	3,26		-		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Mulyo Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
<b>Sido Maju</b>										
Maryatin/D edi	1502081407830001	Land Ownership (SHP-Sertifikat Hak Pakai)			01°52'05.402"S 102°27'46.936"E		Transmigration area signed by Indonesian	Shrubs	Statement of Agreement of Environmental	STDB dated on February 13, 2014,

		No.543, with total area about 9,930 m <sup>2</sup> . But, based on letter information in next page mentioned "based decree of Land National Agency No.21/KBPN/1989 dated on November 29, 1989 about changed of <i>Hak Pakai to Hak Milik atas tanah yang diberikan kepada para transmigran, Hak Pakai No.314 diubah menjadi Hak Milik No.200</i> ". This letter issued on January 28, 1990 in Bangko.					Government		Management and Monitoring on behalf Sido Mulyo Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Suwarno, <b>NC because found discrepancy between SHP document with STDB.</b>	1502080506820001	Land Ownership (SHP-Sertifikat Hak Pakai) No.534, with total area about 9,910 m <sup>2</sup> . But, based on letter information in next page mentioned "based decree of Land National Agency No.21/KBPN/1989 dated on November 29, 1989 about changed of <i>Hak Pakai to Hak Milik atas tanah yang diberikan kepada para transmigran,</i>					Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sido Maju Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.



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		<i>Hak Pakai No.534 diubah menjadi Hak Milik No.524</i> . This letter issued on January 28, 1990 in Bangko.								
Umar Sutrisno	1502082707830001	Land ownership No.832/1992. Issued on 10 March 1992.	0.9970		01°87'06.675"S 102°45'84.700"E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf of Estate Sumber Hasil Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Ahmad Syafaat (Baat)	1502080803750001	Letter of Land Ownership Information No.594.81/218/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 20, 2013	0.9		-		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf of Estate Sumber Hasil Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
<b>Sumber Hasil</b>										
Imron Rozali	1502081808420001	Letter of Land Ownership	2.50		01°51'54.897"S 102°27'34.911"E		Transmigration area signed by	Shrubs	Statement of Agreement of	STDB dated on February

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		Information No.594.80/281/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 20, 2013					Indonesian Government		Environmental Management and Monitoring on behalf Sumber Hasil Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Yusrizal	1502080809710001	Land of ownership No.24/2016 issued n June 22/2016	2		01°86'27.325"S 102°44'20.420" E		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sumber Hasil Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Ponijan	1502081308630001	Land Ownership (SHP-Sertifikat Hak Pakai) No.429, with total area about 10.384 m <sup>2</sup> . But, based on letter information in next page mentioned "based decree of Land National Agency	1.384		-		Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sumber Hasil Group Framers, issued on November 28,	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and

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		No.21/KBPN/1989 dated on November 29, 1989 about changed of <i>Hak Pakai to Hak Milik atas tanah yang diberikan kepada para transmigran, Hak Pakai No.419 diubah menjadi Hak Milik No.452</i> ". This letter issued on January 28, 1990 in Bangko.							2013 by Environmental Official Government of Merangin District.	will not valid if the commodity changed.
<b>Kemang Jaya</b>										
Yanto	15002081509740002	Letter of Land Ownership Information No.594.45/281/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 20, 2013	2				Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sumber Hasil Group Framers, issued on November 28, 2013 by Environmental Official Government of Merangin District.	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is palm oil, and will not valid if the commodity changed.
Rokhimin	1502080206620001	Letter of Land Ownership Information No.594.37/281/DS-MJ/VII/2013 issued by Mekar Jaya Head Village on July 20, 2013	1.3				Transmigration area signed by Indonesian Government	Shrubs	Statement of Agreement of Environmental Management and Monitoring on behalf Sumber Hasil Group Framers, issued on	STDB dated on February 13, 2014, issued by Estate Government Official of Merangin District with commodity is

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										November 28, 2013 by Environmental Official Government of Merangin District.	palm oil, and will not valid if the commodity changed.
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