



**SIRIM QAS INTERNATIONAL SDN. BHD.**  
 Building 4, SIRIM Complex, No. 1, Persiaran Dato' Menteri,  
 Section 2, 40700 Shah Alam, Selangor, Malaysia.

File Ref. : ES10170005

**RSPO PUBLIC SUMMARY REPORT**

**CLIENT : SIME DARBY PLANTATION SDN BHD – SOU 17 KEMPAS**

**PARENT COMPANY : SIME DARBY PLANTATION SDN BHD**

**RSPO MEMBERSHIP No.: 1-0008-04-000-00**

**LOCATION OF THE CERTIFICATION UNIT (MILL AND THE SUPPLY BASE):**  
 (In the case of multisite certification, list additional sites in attachments) :

Certification Unit	Mill / Estate	Location		
		Latitude	Longitude	Address
KEMPAS Strategic Operating Unit (SOU 17)	Kempas Oil Mill	2° 36.68"	102° 28' 52.99"	77000, Jasin, Melaka
	Kempas Estate	2° 15'	102° 26'	71000, Jasin, Melaka
	Kemuning Estate	2° 27'	102° 20'	76460, Tebong, Melaka
	Tangkah Estate	2° 22'	102° 37'	84900, Tangkak, Johor
	Serkam Division	2° 19'	102° 24'	77009, Jasin, Melaka

**MAP :** See Attachment 1

**AUDIT DATE :** 21 - 24 February 2017

**DURATION :** 14 auditor days

**TYPE OF AUDIT :**  Annual Surveillance Audit  Recertification Audit

**STANDARD :** RSPO PRINCIPLE & CRITERIA MYNI 2014, AND RSPO SUPPLY CHAIN CERTIFICATION STANDARD 2014

**SCOPE OF CERTIFICATION:** Production of Sustainable Crude Palm Oil and Palm Kernel Using the Mass Balance Supply Chain Model

**VALIDITY OF RSPO CERTIFICATE :** 20/5/2015-19/5/2020

**The following attachments form part of this report:**

Non-conformity Report(s)  List of additional site(s)

**Report by Audit Team Leader**

**Acknowledgement by Client's Representative**

Name : MOHD ZULFAKAR  
 KAMARUZAMAN

Name : SIME DARBY PLANTATION SDN BHD  
 (Formerly known as Sime Plantation Sdn Bhd)  
 KEMPAS ESTATE  
 CO. NO. 647766-V

Signature : *Mohd Zulfakar*

Signature : *[Handwritten Signature]*

Date : 30 May 2017

Date : Senior Manager  
 SUHAIMI BIN ABU BAKAR

31/5/2017

## RSPO PUBLIC SUMMARY REPORT

### SUMMARY OF AUDITS

<b>Recertification Audit 1</b>			
On-site audit date	: 6 - 9 April 2015	No. of auditor days	: 16 Auditor Days
Audit team	: Valence Shem (LA), Hazani Othman, Jagathesan a/l Suppiah, Dr Zahid Emby		
No. of major NCR	: 1	Indicator: 4.8.1	Closing date : 17/4/15
No. of minor NCR	: 1	Indicator : 5.3.2	
Indicate the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers
	<b>x</b>		<b>x</b>
	Contract workers	NGOs	Govt. agency
	Indigenous people	Contractor	Others (Please specify)
	<b>x</b>		
Supply base sampled	: Kempas Estate and Serkam Division		

<b>Annual Surveillance Audit 1</b>			
On-site audit date	: 21-25 March 2016	No. of auditor days	: 14 Auditor Days
Audit team	: Mohd Zulfakar Kamaruzaman (LA) , Hazani Othman, Jagathesan a/l Suppiah, Ismail Ibrahim		
No. of major NCR	: 0	Indicator: --	Closing date : -
No. of minor NCR	: 3	Indicator : 2.2.2, 4.4.1, 6.2.3	
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers
	<b>x</b>		<b>x</b>
	Contract workers	NGOs	Govt. agency
	Indigenous people	Contractor	Others (Please specify)
	<b>x</b>		
Supply base sampled	: Tangkah Estate and Kemuning Estate		
Changes since the last audit	: No changes.		

<b>Annual Surveillance Audit 2</b>			
On-site audit date	: 21-24 February 2017	No. of auditor days	: 14 Auditor Days
Audit team	: Mohd Zulfakar Kamaruzaman (LA) , Hazani Othman, Selvasingam T. Kandiah, Rozaimiee Ab Rahman		
No. of major NCR	: 2	Indicator: 6.1.3 (Recurrence from past 6.2.3), 4.6.11	Closing date : 23/4/2017
No. of minor NCR	: 4	Indicator : 4.1.2 (2 findings), 4.1.3, 4.7.5, 6.2.3	
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers
	<b>X</b>		<b>X</b>
	Contract workers	NGOs	Govt. agency
			<b>X</b>
	Indigenous people	Contractor	Others (Please specify)
	<b>X</b>		
Supply base sampled	: Kempas Estate and Serkam Division		
Changes since the last audit	: No Changes		

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### Annual Surveillance Audit 3

On-site audit date :		No. of auditor days :	
Audit team :			
No. of major NCR :		Closing date :	
No. of minor NCR :			
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers
	Contract workers	NGOs	Govt. agency
	Indigenous people	Contractor	Others (Please specify)
Supply base sampled :			
Changes since the last audit :			

### Annual Surveillance Audit 4

On-site audit date :		No. of auditor days :	
Audit team :			
No. of major NCR :		Indicator:	Closing date :
No. of minor NCR :		Indicator :	
Indicate by ticking the stakeholders interviewed during the on-site audit	Employees	Settlers	Villagers
	Contract workers	NGOs	Govt. agency
	Indigenous people	Contractors	Others (Please specify)
Supply base sampled :			
Changes since the last audit :			

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**SUMMARY OF INFORMATION**

<b>TYPE OF AUDIT</b>	<b>STAGE 2 / RA</b>	<b>ASA 1</b>	<b>ASA 2</b>	<b>ASA 3</b>	<b>ASA 4</b>
<b>Projection Period</b>		March 2016 – February 2017	February 2017 – January 2018		
<b>Certified Area (Ha)</b>		10,712.55	10,703.55		
<b>Planted Area (Ha)</b>		10,358.17	10,358.17		
<b>Production Area (Ha) (Planted – Immature)</b>		8,898.32	9,311.73		
<b>HCV Area (Ha)</b>		47.79	47.79		
<b>Certified FFB Processed (MT)</b>		218,324.81	210,390.42		
<b>Production of Certified CPO (MT)</b>		44,739.48	54,951.98		
<b>Production of Certified PK (MT)</b>		10,908.89	13,837.38		
<b>REMARKS</b>		-	-		

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### 1.0 AUDIT PROCESS

#### 1.1 Certification Body

SIRIM QAS International Sdn. Bhd. is the leading certification, inspection and testing body in Malaysia. SIRIM QAS International provides a comprehensive range of certification, inspection and testing services which are carried out in accordance with internationally and nationally recognised standards. Attestation of this fact is the accreditation of the various certification and testing services by leading national and international accreditation and recognition bodies such as the Department of Standards Malaysia (STANDARDS MALAYSIA), the United Kingdom Accreditation Services (UKAS), and the International Automotive Task Force (IATF). SIRIM QAS International is a partner of IQNet, a network currently comprising of leading certification bodies in Europe, North and South America, East Asia and Australia.

SIRIM QAS International has vast experience in conducting audits related to RSPO certification. It has certified more than a hundred palm oil mills and several estates to ISO 14001 & OHSAS 18001. SIRIM QAS International has also conducted many audits for sustainable production of palm oil products against the requirements of the RSPO P&C. SIRIM QAS International was approved by the RSPO as a RSPO certification body on 21 March 2008 and accredited by ASI on 27 September 2014.

#### 1.2 Qualification of audit team

Member of the Audit Team	Role/area of RSPO requirements	Qualifications
Mohd Zulfakar Kamaruzaman	Lead Auditor / Social, Safety & Health and Supply Chain	<ul style="list-style-type: none"> <li>• Holds a B. Sc. Forestry from University Putra Malaysia. He had more than 4 years of working experience in the oil palm operation.</li> </ul>
Hazani Othman	Auditor, Conservation Scopes and Social	<ul style="list-style-type: none"> <li>• Holds a Bachelor of Forestry Science and Diploma in Forestry, from the Universiti Putra Malaysia. He is a Lead auditor for ISO 14001, and RSPO P&amp;C</li> </ul>
Rozaimie Ab Rahman	Auditor / Good Agricultural Practices(GAP) / Environment	<ul style="list-style-type: none"> <li>• Holds a B. Sc. in Agriculture from University Putra Malaysia. He had more than 5 years of working experience in the oil palm operation</li> </ul>
Selvasingam T Kandiah	Auditor / Good Agricultural Practices (GAP), Health & Safety related to plantation	<ul style="list-style-type: none"> <li>• Holds a B. Sc. (Hons) in Agriculture, he had work as a planter with Kumpulan Guthrie Berhad for more than 10 years including one year in Liberia and 2 years in Estate Department in Guthrie Headquarters</li> </ul>

#### 1.3 Audit methodology

The audit covered the Kempas palm oil mill and two of its supply base. The sampling of the number of the supply base was using the formula of  $0.8\sqrt{y}$ . The two supply base covered during the audit are Kempas Estate and Serkam Division. The audit included on-site audit to the estates, mill and settlers' houses to verify the implementation of the requirement of the certification. Interviews with the CU's management, employees, contractors and other relevant stakeholders were also conducted during the audit.

#### 1.4 Stakeholder Consultation

SIRIM QAS International had initiated the stakeholder consultation by announcing the invitation in the SIRIM QAS International's websites. There was no comment received for this Certification Unit.

#### 1.5 Audit plan : Refer to Attachment 2

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- 1.6 Date of next audit : The next surveillance audit will be conducted within 12 months but not sooner than 9 months from this audit.

### 2.0 SCOPE OF CERTIFICATION AUDIT

#### 2.1 Description of the certification unit

The Kempas Certification Unit (Kempas CU) is one of the Strategic Operating Unit (SOU) of Sime Darby Plantation Sdn. Bhd. (SDPSB). The CU is also known as SOU 17 and was initially certified to the RSPO P&C by SIRIM QAS International Sdn Bhd in 2015.

The Kempas CU comprises of the Kempas Palm Oil Mill (Kempas POM) and four supply base i.e. the Kempas Estate, Kemuning Estate, Tangkah Estate and Serkam Division. All the estates are owned by SDPSB. The Kempas POM has a mill capacity of 60 mt/hr. All the estates have been fully developed before 2005, hence Principle 7 of the RSPO P&C is therefore not applicable.

#### 2.2 Description of the Supply Base (including the planting profile)

The FFB sourced from company owned estates that are certified. Details of the FFB contribution from each source to the Kempas Palm Oil Mill are shown in the following tables:

Table 1: Actual FFB production by the supply base for the period from February 2016 to January 2017

Estates	FFB Production		Certifying CB
	Tonnes	Percentage (%)	
Kempas	68,758.19	28.50	SIRIM
Kemuning	47,020.68	19.49	SIRIM
Tangkah	24,952.31	10.34	SIRIM
Serkam Div.	17,401.81	7.21	SIRIM
Bukit Asahan	13,801.68	5.72	BSI
Bukit Pilah	1,016.51	0.42	CUC
D.Jubilee	4,970.77	2.06	BSI
Kok Foh	974.09	0.40	CUC
Lanadron	1,482.74	0.61	BSI
Pagoh	1,042.80	0.43	BSI
Pengkalan Bukit	1,187.37	0.49	BSI
Pertang	231.07	0.10	CUC
Sengkang	541.59	0.22	SGS
Sg. Bharu	171.83	0.07	SGS
Sg.Sabaling	7.05	0.03	CUC
St Helier	481.75	0.20	CUC
Tampin Linggi	348.94	0.14	CUC
<b>Third parties</b>			-
Eng Huat Latex	44,663.20	18.52	-
Sri Maju Baja	9,466.65	3.92	-
Pertanian	2,717.58	1.13	-
<b>Total</b>	<b>241,217.14</b>	<b>100.00</b>	-

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Table 2: Projected FFB production by the supply base for the next reporting period  
February 2017 to January 2018

Estates	FFB Contribution	
	Tonnes	Percentage (%)
Kempas	80,885.28	31.63
Kemuning	52,782.26	20.64
Tangkah	59,353.00	23.21
Serkam Div.	17,369.88	6.79
<b>Total</b>	<b>210,390.42</b>	<b>82.28</b>
<b>Other Supply Bases (Non-Certified)</b>		
Eng Huat Latex	33,537.00	13.12
Sri Maju Baja	7,251.00	2.84
Pertanian	4,532.00	1.77
<b>Grand Total</b>	<b>255,710.42</b>	<b>100</b>

Table 3: Actual FFB received and CPO & PK dispatch by the Kempas POM for the last reporting period  
(February 2016 to January 2017)

	Total (MT)
FFB Received	241,217.14
FFB Processed	241,070.14
CPO Production	47,614.90
PK Production	12,249.32
CPO delivered as Mass Balance	30,217.87
CPO delivered as non-RSPO certified	17,151.35
PK delivered as Mass Balance	8,052.76
PK delivered as non-RSPO certified	3,779.09

Table 4 : Projected FFB received and CPO & PK dispatch by Kempas POM of the next reporting period  
(February 2017 to January 2018)

	Total (MT)
Certified FFB received	210,390.42
Non-certified FFB Received	45,320.00
Total FFB received	255,710.42
FFB Processed	255,710.42
CPO Production	54,951.98
PK Production	13,837.38
CPO delivered as Mass Balance	54,951.98
PK delivered as Mass Balance	13,837.38

Table 5: Planted and certified area of the SOU Kempas

Estate	Planted (ha)	Certified (ha)
Kempas Estate	4441.43	4577.81
Kemuning Estate	2540.90	2676.68
Tangkah Estate	2496.20	2537.78
Serkam Division	879.64	911.28
<b>Total</b>	<b>10358.17</b>	<b>10703.55</b>



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**Table 6 (a) : Planting profile for Kempas Estate**

Year of planting	Planting cycle (1st, 2nd, 3rd, etc. Generation)	Mature / Immature	Planted area(ha)	Percentage of planted area (%)
1988	1 <sup>st</sup> cycle	Mature	11.96	0.27
1989	1 <sup>st</sup> cycle	Mature	10	0.23
1992	1 <sup>st</sup> cycle	Mature	783.66	17.64
1991	1 <sup>st</sup> cycle	Mature	191.85	4.32
1994	1 <sup>st</sup> cycle	Mature	792.88	17.85
1993	1 <sup>st</sup> cycle	Mature	307.26	6.92
1995	1 <sup>st</sup> cycle	Mature	650.58	14.65
1998	1 <sup>st</sup> cycle	Mature	81.51	1.84
2000	2 <sup>nd</sup> cycle	Mature	286.21	6.44
2001	2 <sup>nd</sup> cycle	Mature	44.47	1.00
2003	2 <sup>nd</sup> cycle	Mature	40.18	0.90
2005	2 <sup>nd</sup> cycle	Mature	8.60	0.19
2006	2 <sup>nd</sup> cycle	Mature	27.81	0.63
2009	2 <sup>nd</sup> cycle	Mature	57.09	1.29
2011	2 <sup>nd</sup> cycle	Mature	199.36	4.49
2013	2 <sup>nd</sup> cycle	Mature	158.77	3.57
2014	2 <sup>nd</sup> cycle	Immature	231.11	5.20
2016	2 <sup>nd</sup> cycle	Immature	312.46	7.04
2017	2 <sup>nd</sup> cycle	Immature	245.67	5.53
<b>Total</b>			<b>4441.43</b>	<b>100.00</b>

**Table 6(b) : Planting profile for Tangkah Estate**

Year of planting	Planting cycle (1st, 2nd, 3rd, etc. Generation)	Mature / Immature	Planted area(ha)	Percentage of planted area (%)
2000	2 <sup>nd</sup> cycle	Mature	186.85	7.49
2009	2 <sup>nd</sup> cycle	Mature	294.59	11.80
2002	2 <sup>nd</sup> cycle	Mature	198.21	7.94
2005	2 <sup>nd</sup> cycle	Mature	156.72	6.28
2008	2 <sup>nd</sup> cycle	Mature	64.52	2.58
1997	1 <sup>st</sup> cycle	Mature	303.02	12.14
1999	1 <sup>st</sup> cycle	Mature	43.55	1.74
2006	2 <sup>nd</sup> cycle	Mature	250.35	10.03
2008	2 <sup>nd</sup> cycle	Mature	153.97	6.17
2001	2 <sup>nd</sup> cycle	Mature	399.54	16.01
2007	2 <sup>nd</sup> cycle	Mature	38.98	1.56
1995	1 <sup>st</sup> cycle	Mature	50.10	2.01
1998	1 <sup>st</sup> cycle	Mature	23.37	0.94
2010	2 <sup>nd</sup> cycle	Mature	94.71	3.79
2011	2 <sup>nd</sup> cycle	Mature	78.98	3.16
2012	2 <sup>nd</sup> cycle	Mature	71.11	2.85
2013	2 <sup>nd</sup> cycle	Mature	87.63	3.51
<b>Total</b>			<b>2496.2</b>	<b>100</b>

**Table 8: Planting profile for Serkam Division**

Year of planting	Planting cycle (1st, 2nd, 3rd, etc. Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
1991	1 <sup>st</sup> cycle	Mature	45.35	5.16
1990	1 <sup>st</sup> cycle	Mature	66.50	7.56
2010	2 <sup>nd</sup> cycle	Mature	118.84	13.51
2013	2 <sup>nd</sup> cycle	Mature	259.57	29.51
1994	1 <sup>st</sup> cycle	Mature	100.03	11.37
1992	1 <sup>st</sup> cycle	Mature	20.43	2.32

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2001	2 <sup>nd</sup> cycle	Mature	34.83	3.96
2006	2 <sup>nd</sup> cycle	Mature	49.84	5.67
2002	2 <sup>nd</sup> cycle	Mature	45.01	5.12
2009	2 <sup>nd</sup> cycle	Mature	103.90	11.81
1987	1 <sup>st</sup> cycle	Mature	19.54	2.22
1988	1 <sup>st</sup> cycle	Mature	15.80	1.80
<b>Total</b>			879.64	100.00

**Table 9: Planting profile for Kemuning Estate**

Year of planting	Planting cycle (1st, 2nd, 3rd, etc. Generation)	Mature / Immature	Planted area (ha)	Percentage of planted area (%)
2001	2 <sup>nd</sup> cycle	Mature	215.80	8.49
2002	2 <sup>nd</sup> cycle	Mature	250.50	9.86
2005	2 <sup>nd</sup> cycle	Mature	137.40	5.41
2006	2 <sup>nd</sup> cycle	Mature	68.30	2.69
2008	2 <sup>nd</sup> cycle	Mature	43.60	1.72
1995	1 <sup>st</sup> cycle	Mature	3.90	0.15
2000	2 <sup>nd</sup> cycle	Mature	554.96	21.84
2002	2 <sup>nd</sup> cycle	Mature	51.60	2.03
2007	2 <sup>nd</sup> cycle	Mature	158.50	6.24
1999	1 <sup>st</sup> cycle	Mature	189.91	7.47
2011	2 <sup>nd</sup> cycle	Mature	54.30	2.14
2012	2 <sup>nd</sup> cycle	Mature	49.40	1.94
2009	2 <sup>nd</sup> cycle	Mature	117.70	4.63
2013	2 <sup>nd</sup> cycle	Mature	166.10	6.54
2010	2 <sup>nd</sup> cycle	Mature	221.73	8.73
2014	2 <sup>nd</sup> cycle	Immature	113.00	4.45
2015	2 <sup>nd</sup> cycle	Immature	60.10	2.37
2017	2 <sup>nd</sup> cycle	Immature	84.10	3.31
<b>Total</b>			2540.9	100.00

### 2.3 Organizational Information/Contact Person(s)

The details of the contact person is as shown below:

Name	:	Mr Suhaimi bin Abu Bakar
Position	:	Senior Manager, Kempas Estate
Address	:	Ladang Kempas, KB 1710, 77000 Jasin, Melaka Malaysia
Phone no.	:	+606 263 1305
Fax no.	:	+606 263 5260
Email	:	<a href="mailto:Suhaimi.abu.bakar@simedarby.com">Suhaimi.abu.bakar@simedarby.com</a>

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### 3.0 AUDIT FINDINGS

3.1 Changes to certified products in accordance to the production of the previous year

There is no changes to certified products.

3.2 Time bound plans including changes and reasons for the changes see below:

	Yes	No	<u>If yes, state reasons/justifications</u>
- acquisitions/disposals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
- emergence/re-emergence of land disputes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
- labour conflicts	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

3.3 Overall comment in terms of acceptance or non-acceptance on the changes in the time-bound plan (including details of non-adherence or the conditions justifying a time-bound plan have changed )

Sime Darby Plantation Sdn Bhd (SDPSB) had established a time bound plan to certify all of its SOUs. To date 59 SOUs (in Malaysia and Indonesia) had been certified. There is 1 SOU in Indonesia which have yet to be certified due to pending social issue. Details on RSPO certification progress against time-bound plan is shown in Attachment 7.

3.4 All associated smallholders (including scheme smallholders) where their fruit supply is included , by the mill, are audited within 3 years from when their fruit was first included in the mill certification.  Yes  No

If no, please state reasons N/A as there is no associated smallholders supplying FFB to the CU.

3.5 Any new acquisition which has replaced primary forests or HCV areas  Yes  No

3.6 Other changes (e.g. organizational structure, new contact person, addresses, etc.)  
No Changes.

3.7 Status of previous non-conformities \*  Closed  Not closed\*

\* If not closed, minor non conformity will be upgraded to major non conformity

3.8. Complaint received from stakeholder (if any)  
There are no complaints received from the stakeholders.

### 4.0 DETAILS OF NON-CONFORMITY REPORT

4.1 For P&C (Details checklist refer to Attachment 3) :

Total no. of minor NCR(s) (details refer to Attachment 4 ) List : 4 MZK01-2017, MZK02-2017, STK01-2017, (STK02-2017 and RAR02-2017)

Total no. of major NCR(s) (details refer to Attachment 4 ) List : 2 RAR01-2017, HO01-2017

4.2 For SC (Details checklist refer to Attachment 5) :

Total no. of minor NCR(s) List : 0

Total no. of major NCR(s) List : 0

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**5.0 AUDIT CONCLUSION**

The audit team concludes that the organisation has established and maintained its management system in line with the RSPO P&C requirements of the standard and demonstrated the ability of the system to achieve agreed criterion & requirements.

**6.0 RECOMMENDATION**



No NCR recorded. Recommended to continue certification.



Minor NCR(s) recorded. Corrective action plan has been accepted. Verification of the NCR(s) to be carried out in the next audit.

*Note: Minor NCRs raised in the audit which are not addressed in the subsequent audit shall be upgraded to major NCRs.*



Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided and accepted by the audit team. The NCR(s) have been satisfactorily closed out.



Recommended to continue certification.



Major NCR(s) recorded. Evidence of implementation of the corrective actions have been provided but not fully accepted by the audit team. NCR(s)..... have not been satisfactorily closed out within 60 days of the audit. Recommended for suspension of the certificate.

*Note: Major NCRs which are not addressed within a further 60 days shall result in the certificate being withdrawn.*

**7. IT IS CONFIRMED THAT ALL CORRECTIVE ACTIONS TAKEN ON MAJOR NON CONFORMITIES HAVE BEEN SATISFACTORILY REVIEWED, ACCEPTED AND VERIFIED AND ALL CORRECTIVE ACTIONS PLANS PROVIDED ON MINOR NON CONFORMITIES HAVE BEEN SATISFACTORILY REVIEWED AND ACCEPTED. RECOMMENDED FOR CONTINUATION OF RSPO P & C CERTIFICATION.**

Audit Team Leader :

MOHD ZULFAKAR  
KAMARUZAMAN

(Name)

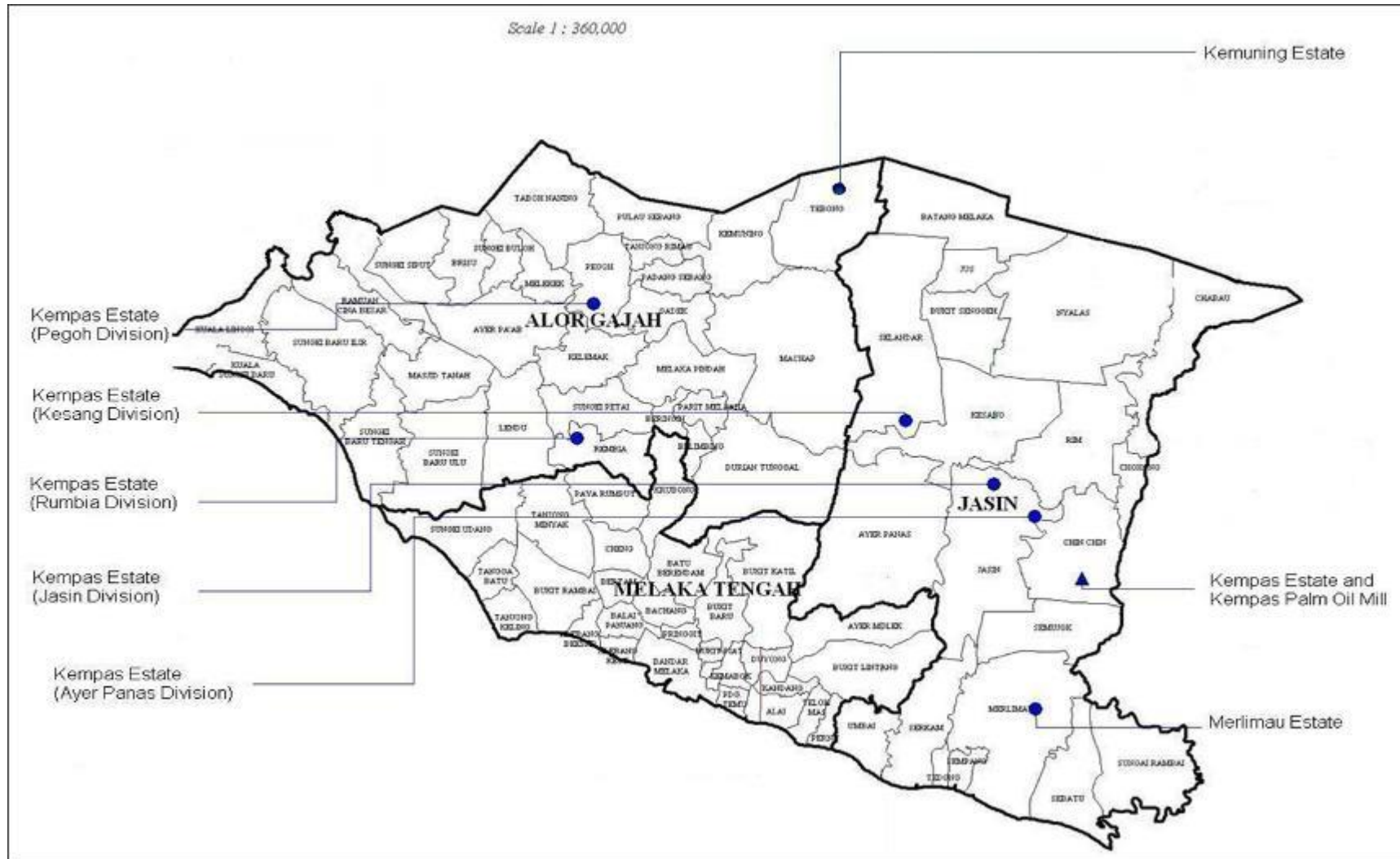
*Mohd Zulfakar*

(Signature)

23/4/2017

(Date)

Location map of SOU Kempas, Jasin, Melaka



## RSPO PUBLIC SUMMARY REPORT

### RSPO SURVEILLANCE AUDIT PLAN

#### 1. Objectives

The objectives of the audit are as follows:

- (i) To determine Certification Unit conformance against the RSPO Principles & Criteria Malaysian National Interpretation (MYNI)
- (ii) To verify the effective implementation of corrective actions arising from the findings of last audit
- (iii) To make appropriate recommendations based on the audit findings

2. **Date of audit** : 21-24 February 2017

3. **Site of audit** : SOU Kempas

- Kempas Palm Oil Mill
- Kempas Estate
- Serkam Division

#### 4. Audit Criteria:

- RSPO P&C MYNI: 2014
- RSPO Supply Chain Certification Standard, 2014
- Company's audit criteria including Company's Manual/Procedures

#### 5. Audit Team

a) Audit Team Leader : Mohd Zulfakar Kamaruzaman  
b) Auditor : Hazani Othman  
Selvasingam T. Kandiah  
Rozaimiee Ab Rahman

#### 6. Audit Method

Site audits including observation of practices, interviews with interested parties (employees, nearby population, etc.), documentation evaluation and evaluation of records.

#### 7. Audit Findings

Audit findings shall be classified as major and/or minor.

Major non conformities shall be addressed within 60 days or else the certificate shall be suspended. If the major non conformities are still not addressed within another 60 days, the certificate shall be terminated. Recurrence of major non-conformities on the same issues shall be recommended for immediate suspension. Minor non-conformities shall be upgraded to major non-conformities if the corrective actions taken are not satisfactorily and effective.

For minor non conformities raised in the surveillance audit, corrective action plans shall be submitted within 60 days. Verification of implementation of corrective actions will be carried out during the next audit. If corrective action plans to address the minor non-conformity(ies) are not submitted within 60 days, the RSPO certificate will be recommended for suspension. If corrective action plans are not submitted within a further 60 days, the RSPO certificate will be recommended for termination.

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### 8. Confidentiality Requirements

SIRIM QAS International shall not disclose any information concerning the company regarding all matters arising or coming to its attention with the conduct of the programme, which is of confidential in nature other than information, which is in the public domain. In the event that there be any legal requirements for disclosing any information concerning the organization, SIRIM QAS International shall inform the organization of the information to be disclosed.

### 9. Working Language : English and Bahasa Malaysia

### 10. Reporting

- a) Language : English
- b) Format : Verbal and written
- c) Expected date of issue : Tentative date of issue of report not more than 30 days after the closure of the major NCR.
- d) Distribution list : Client file

### 11. Facilities Required

- a) Room for discussion
- b) Relevant document and record
- c) Personnel protective equipment if required
- d) Photocopy and printing facilities
- e) A guide for each auditor

### 12. Audit Programme Details: As shown below:

Day 1: 21 February 2017 (Tuesday)					
Time	Activities / areas to be visited				
9.00 – 9.30 am	<p><b>Opening meeting at Kempas Palm Oil Mill</b> Lead Auditor to introduce audit team member, brief on audit objectives, scope, methodology, criteria and programmes</p> <p><b>Organization Representative to brief on the following :</b></p> <ul style="list-style-type: none"> <li>1) RSPO implementation at Kempas SOU (i.e. mill &amp; supply base) including changes</li> <li>2) Time bound plan for Sime Darby Plantation Sdn. Bhd.</li> <li>3) Significant changes on organization activities, machinery, supply bases capacity etc.</li> </ul>				Top mgmt & Committee Member
	<b>Zulfakar</b>	<b>Selvasingam</b>	<b>Rozaimée</b>	<b>Hazani</b>	
9:30 – 1:00 pm	<p style="text-align: center;"><b><u>Kempas POM</u></b></p> <p>Coverage of assessment: P1, P2, P4, P5, P7, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Environmental management witness activities at site</li> <li>• Waste &amp; chemical management</li> <li>• Interview with FFB supplies and other supplies</li> </ul>	<p style="text-align: center;"><b><u>Kempas Estate</u></b></p> <p>Coverage of assessment: P1, P2, P3, P4, P5, P7, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Commitment to long-term economic and financial viability</li> <li>• Good Agricultural Practice- witness activities at site (weeding/ spraying, etc)</li> <li>• EFB mulching, POME application</li> </ul>	<p style="text-align: center;"><b><u>Kempas Estate</u></b></p> <p>Coverage of assessment: P1, P2, P4, P5, P7, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Environmental management – witness activities at site</li> <li>• Waste &amp; chemical management</li> <li>• Interview with workers , safety committee and contractors</li> </ul>	<p style="text-align: center;"><b><u>Serkam Div</u></b></p> <p>Coverage of assessment: P1, P2, P4, P5, P6, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Land titles user rights</li> <li>• Social Impact Assessment (SIA), management plan &amp; implementation</li> <li>• Complaints and grievances</li> <li>• Consultation with relevant</li> </ul>	

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9:30 – 1:00 pm	<b><u>Kempas POM</u></b> Interviews with mill's workers	<b><u>Kempas Estate</u></b> Interview with workers and contractors	<b><u>Kempas Estate</u></b>	<b><u>Serkam Div</u></b> government agencies	Guide(s) for each assessor
	<ul style="list-style-type: none"> <li>• Facilities at workplace</li> <li>• Occupational safety &amp; health practice – witness activities at site</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Training and skill development programmes</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Chemical store/fertilizer</li> <li>• Plantation on hilly/swampy area</li> <li>• IPM implementation, training and safe use of agro-chemicals.</li> <li>• New planting</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Facilities at workplace</li> <li>• Occupational safety &amp; health practice – witness activities at site</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Training and skill development programmes</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Interview workers, gender committee, local communities and stakeholders</li> <li>• Continuous improvement</li> </ul>	
1.00 – 2.00 pm	Lunch Break				
2.00 – 5.00 pm	Continue assessment				Guide(s) for each assessor

### Day 2 : 22 February 2017

	<b>Zulfakar</b>	<b>Selvasingam</b>	<b>Rozaimiee</b>	<b>Hazani</b>	
8.30 – 1.00pm	<b><u>Kempas POM</u></b> Coverage of assessment: P1, P2, P4, P5, P7, P8	<b><u>Kempas Estate</u></b> Coverage of assessment: P1, P2, P3, P4, P7, P8	<b><u>Kempas Estate</u></b> Coverage of assessment: P1, P2, P4, P5, P7, P8	<b><u>Kempas Estate</u></b> Coverage of assessment: P1, P2, P4, P5, P6, P8	
	<ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Environmental management – witness activities at site</li> <li>• Waste &amp; chemical management</li> <li>• Interview with FFB supplies and other supplies</li> <li>• Interviews with mill's workers</li> <li>• Facilities at workplace</li> <li>• Occupational safety &amp; health practice – witness activities at site</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Training and skill development programmes</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Commitment to long-term economic and financial viability</li> <li>• Good Agricultural Practice- witness activities at site (weeding/ spraying, etc)</li> <li>• Interview with workers and contractors</li> <li>• Waste &amp; chemical management</li> <li>• Chemical store/fertilizer</li> <li>• Plantation on hilly/swampy area</li> <li>• IPM implementation, training and safe use of agrochemicals.</li> <li>• New planting</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Environmental management – witness activities at site</li> <li>• Waste &amp; chemical management</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Facilities at workplace</li> <li>• Occupational safety &amp; health practice – witness activities at site</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Training and skill development programmes</li> <li>• Continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Land titles user rights</li> <li>• Social Impact Assessment (SIA), management plan &amp; implementation</li> <li>• Complaints and grievances</li> <li>• Consultation with relevant government agencies</li> <li>• Interview workers, gender committee, local communities and stakeholders</li> <li>• Continuous improvement</li> </ul>	
1.00 – 2.00pm	Lunch break				
2.00- 5.00pm	Continue Assessment	<b>Go to Serkam Division</b>	<b>Go to Serkam Division</b>	Continue Assessment at Kempas Estate	Guide(s) for each assessor



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Day 3 : 23 February 2017 (Thursday)					
	Zulfakar	Selvasingam	Rozaimiee	Hazani	
8.30 – 1.00 pm	<p style="text-align: center;"><b><u>Kempas POM</u></b></p> <p>Site visit and assessment on Supply Chain Implementation including the Model used</p> <ul style="list-style-type: none"> <li>• General Chain of Custody System Requirements for the supply chain</li> <li>• Documented procedures</li> <li>• Purchasing and goods in</li> <li>• Outsourcing activity</li> <li>• Sales and goods out</li> <li>• Processing</li> <li>• Records keeping</li> <li>• Registration</li> <li>• Training</li> <li>• Claims</li> </ul>	<p style="text-align: center;"><b><u>Serkam Division</u></b></p> <p>Coverage of assessment: P1, P2, P3, P4, P7, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Commitment to long-term economic and financial viability</li> <li>• Good Agricultural Practice- witness activities at site (weeding/ spraying, etc)</li> <li>• Interview with workers and contractors</li> <li>• Waste &amp; chemical management</li> <li>• Chemical store/fertilizer</li> <li>• Plantation on hilly/swampy area</li> <li>• IPM implementation, training and safe use of agrochemicals.</li> <li>• New planting</li> <li>• Continuous improvement</li> </ul>	<p style="text-align: center;"><b><u>Serkam Division</u></b></p> <p>Coverage of assessment: P1, P2, P4, P5, P7, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Environmental management – witness activities at site</li> <li>• Waste &amp; chemical management</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Facilities at workplace</li> <li>• Occupational safety &amp; health practice – witness activities at site</li> <li>• Interview with workers , safety committee and contractors</li> <li>• Training and skill development programmes</li> <li>• Continuous improvement</li> </ul>	<p style="text-align: center;"><b><u>Kempas POM</u></b></p> <p>Coverage of assessment: P1, P2, P4, P5, P6, P8</p> <ul style="list-style-type: none"> <li>• Laws and regulations</li> <li>• Land titles user rights</li> <li>• Social Impact Assessment (SIA), management plan &amp; implementation</li> <li>• Complaints and grievances</li> <li>• Consultation with relevant government agencies</li> <li>• Interview workers, gender committee, local communities and stakeholders</li> <li>• Continuous improvement</li> </ul>	Guide(s) for each assessor
1.00–2.00 pm	Lunch Break				
2.00 – 5.00 pm	Continue assessment				Guide(s) for each assessor

Day 4: 24 February 2017 (Friday)					
Activities /areas to be visited	Zulfakar	Rozaimiee	Selvasingam	Hazani	
8.30 – 10.30am	<ul style="list-style-type: none"> <li>• Continue assessment on unfinished area</li> <li>• Verification on outstanding issues</li> <li>• Audit Team discussion, preparation on audit findings and issuance of NCR (if any)</li> </ul>				Guide(s) for each assessor
10.30–11.00am	Break				
11.00-12.30pm	Closing meeting				Top management & Committee member

**RSPO PUBLIC SUMMARY REPORT**

**Attachment 3**

**RSPO P&C AUDIT CHECKLIST AND FINDINGS**

**Principle 1: COMMITMENT TO TRANSPARENCY**

Clause	Indicators	Comply Yes/No	Findings
C 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.	1.1.1 There shall be evidence that growers and millers provide adequate information upon request for information on issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making. Major Compliance	YES	SOU Kempas continued to implement the procedure for responding to any communication as outlined in their Estate/Mill Quality Management System documents. At the point of audit, there was no request for information from the stakeholders received by the CU. The flow chart of the procedure were made available on notice boards in the Estate office and Muster Grounds. In addition to the above, SDPSB continued to use internet for disseminating public information. Information relating to land titles, safety and health plans, pollution prevention plans and the procedure for complaints and grievances were readily made available through SDPSB website at <a href="http://plantation.simedarby.com">http://plantation.simedarby.com</a>
	1.1.2 Records of requests for information and responses shall be maintained. Major Compliance	YES	The estates have identified personnel responsible for handling of complaints. Records of communication were maintained at the respective offices. From the review of these records, it was noted that the communication was mainly on request for repairs of the employee's houses. For external communication, sighted the DOSH visit monitoring log, DOE visit monitoring log, MPOB visit monitoring log and Fire Department visit log were maintained. Internal communication records for both estates were mainly on request for repairs of the employee's houses.
C 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.	1.2.1 Land titles/user rights	YES	There was no change in the land ownership / user right. Copies of land titles, which indicate the use right were reviewed. Original copies of land titles maintained kept in Head Office.
	Occupational health and safety plans	YES	SDPSB continued to use website for disseminating public information. Information relating to safety and health plans were available through SDPSB website at <a href="http://plantation.simedarby.com">http://plantation.simedarby.com</a> .
	Plans and impact assessments relating to environmental and social impacts	YES	Management documents related to environmental plans and impact assessments were made available at all audited operating units. Among the documents were Environmental Aspect Identification (EAI) and Environmental Impact Evaluation (EIE) registers, Identification and Management of Wastewater and Plans and impact assessments relating to social impacts maintained available.
	HCV documentation summary	YES	HCV documentation maintained available.
	Pollution prevention and reduction plans	YES	Pollution prevention and reduction plans continued made available at all assessed operating units. Among the relevant documents were Pollution Prevention Plan, Identification and Management of Wastewater, Contingency plan during water shortage, Action plan to reduce fresh water usage and Water management plan.
	Details of complaints and grievances	YES	Complaint maintained documented at respective operating unit, generally in complaint books, Noted that no grievance observed.
	Negotiation procedures	YES	Negotiation procedures maintained available.
Continual improvement plans	YES	Sime Darby Plantation Sdn. Bhd. has committed to utilise the established system to regularly monitor and review their key activities at the mill and estates. Relevant action plans were initiated for continuous improvement in key areas of operations, environmental, safety, health and welfare	

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				of the workers as well as social contribution to the community. Details of the CU continual improvement plans have been reported in indicator 8.1. The continuous improvement plans related to environment was established and update accordingly.
		Public summary of certification assessment report;	YES	Public summary for RSPO certification assessment report can be assessed at the link below: <a href="http://www.sirim-gas.com.my/sirim/core-files/uploads/2017/02/08-Sime-Darby-Plantation-Sdn-Bhd-%E2%80%93-Kempas-Palm-Oil-Mill-1st-Surveillance-2016.pdf">http://www.sirim-gas.com.my/sirim/core-files/uploads/2017/02/08-Sime-Darby-Plantation-Sdn-Bhd-%E2%80%93-Kempas-Palm-Oil-Mill-1st-Surveillance-2016.pdf</a>
		Human Rights Policy	YES	“Social Policy” concerning human rights maintained available and no changes.
C 1.3 Growers and millers commit to ethical conduct in all business operations and transactions.	1.3.1	There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations. Minor Compliance	YES	Written policy committing to a code of ethical conduct and integrity in all operations and transactions maintained available as observed in “Code of Business Conduct booklet, which available in the website: <a href="http://www.simedarby.com/about-us/governance/">http://www.simedarby.com/about-us/governance/</a> , and had been communicated to employees.

### Principle 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

Clause	Indicators		Comply Yes/No	Findings
C 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.	2.1.1	Evidence of compliance with relevant legal requirements shall be available. Major Compliance	YES	The CU continued to comply with most of the applicable local, national and ratified international laws and regulations. The following licenses and permits were verified; MPOB License, ‘Lesen untuk berniaga by Majlis Perbandaran Jasin’ valid until 31/12/2017, Permit from the Domestic Trade and Consumerism Ministry for purchase and storage of diesel, License from Suruhanjaya Tenaga, “Lesen Abstraksi Sumber Air” License, Air compressor permit and Diesel Permit. These legal requirements were also sighted: <ul style="list-style-type: none"> <li>• Factory and Machinery Act 1967 <ul style="list-style-type: none"> <li>○ <i>Person In Charge Regulation 1970</i></li> <li>○ <i>Steam Boiler and Unfired Pressure Vessel 1970</i></li> <li>○ <i>The Factories and Machinery (Notification, Certificate of Fitness and Inspection), Regulations, 1970 Regulation 10(2)</i></li> <li>○ <i>Noise Exposure Regulations 1989</i></li> </ul> </li> <li>• Environmental Quality Act 1974 <ul style="list-style-type: none"> <li>○ Section 49A of the EQA 1974 amendment 2014.</li> <li>○ EQ (Prescribed Premise) Crude Palm Oil Regulations 1977</li> <li>○ EQ (Clean Air) Regulations 2014 - Air monitoring, Black smoke, Stack sampling</li> <li>○ EQ (Scheduled Wastes) Regulations 2005</li> </ul> </li> <li>• OSHA 1994, Use and Standards Of Exposure of Chemicals Hazardous to Health Regulations 2000</li> <li>• Electricity Supply Act 2015</li> </ul>
	2.1.2	A documented system, which	YES	The CU maintained their legal register which included the legal requirements applicable to their

## RSPO PUBLIC SUMMARY REPORT

		includes written infor on legal requirements shall be maintained. Minor Compliance		operation. The PSQM Department at HQ is responsible to track any changes in the regulatory requirements.
	2.1.3	A mechanism for ensuring compliance implemented. Minor Compliance	YES	Both estates and mill continued to implement and maintain the established documented system for identifying, accessing, tracking and monitoring of compliance with the legal requirements that are applicable to their operations. Each estate and mill had its own Legal and Other Requirements Register and were being evaluated for its compliance annually. The mechanism of ensuring implementation was by: Evaluation of Compliance Scorecard, RSPO Internal Consultative Assessment Report, RSPO Internal Consultative Assessment.
	2.1.4	A system for tracking any changes in the lawimplemented. Minor Compliance	YES	PSQM department, which is based in Kuala Lumpur is responsible to track any changes to the Acts and Regulations. This was done through communicating with the publisher of the documents. This mechanism was outlined in its procedure. The updating of the legal register was carried out on a periodical basis. Any change in the legal register is communicated to the respective SOUs.
C 2.2 The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights	2.2.1	Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. Major Compliance	YES	No change of land ownership was observed. Copies of land titles maintained indicate that the CU has right to use the land, and no history of communities customary right was observed.
	2.2.2	There is evidence that physical markers are located and visibly maintained along the legal boundaries particularly adjacent to state land, NCR land and reserves. Minor Compliance	YES	Boundary stones / markers along the legal boundaries observed visibly maintained by the CU.
	2.2.3	Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with FPIC. Minor Compliance	YES	There were no dispute concerning land in the CU.
	2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes are implemented and accepted by the parties involved. Major Compliance	YES	No conflict concerning land was observed in the CU.
	2.2.5	For any conflict or dispute over	YES	No conflict concerning land was observed in the CU. This was confirmed through interviewed

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		the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties. Minor Compliance		with representatives of local communities.
	2.2.6	To avoid escalation of conflict, there shall be no evidence that oil palm operations have instigated violence in maintaining peace and order in their current and planned operations. Major Compliance	YES	No conflict concerning land was observed in the CU. This was further confirmed through interviewed with representatives of local communities.
C 2.3 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.	2.3.1	Maps of an appropriate scale showing the extent of recognised legal, customary or user rights developed through participatory mapping involving affected parties. Major Compliance	YES	No customary or user rights concerning land was observed in the CU.
	2.3.2	Copies of negotiated agreements detailing the process of FPIC shall be available and shall include: a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making; b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken; c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted	YES	No customary or user rights concerning land was observed in the CU.

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		by affected communities, including the implications for the legal status of their land at the expiry of the company's title, concession or lease on the land. Minor Compliance		
	2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. Minor Compliance	YES	No customary or user rights concerning land was observed in the CU.
	2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. Major Compliance	YES	No customary or user rights concerning land was observed in the CU.

**Principle 3: COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY**

Clause	Indicators	Comply Yes/No	Findings	
C 3.1 There is an implemented management plan that aims to achieve long-term economic and financial viability.	3.1.1	A business or management plan (min. 3yrs) is doc. that includes, where appropriate, a business case for scheme s/holders. Major Compliance	YES	Both Kempas Estate and Serkam Division continued to make commitment to long-term economic and financial viability. The annual budgets for 2016/17 to 2021/2022 were sighted. The budget provisions cover activities for upkeep, cultivation, harvesting & evacuation, welfare, capital expenditure, RSPO compliance etc.
	3.1.2	An annual replanting programme projected for a minimum of 5yrs (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. Minor Compliance	YES	The long-range replanting programme until 2036/2037 were sighted for both Estates. This programme is reviewed once a year and is incorporated in their annual financial budget.

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### **Principle 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS**

Clause	Indicators		Comply Yes/No	Findings
C 4.1 Operating procedures are appropriately documented, consistently implemented and monitored	4.1.1	Standard Operating Procedures for estates and mills documented. Major Compliance	Yes	The CU continued to use documents established by the Sime Darby Plantation Sdn Bhd. Among the documents were Plantations / Mill Quality Management System (PQMS / MQMS). Manual, PQMS / MQMS Standard Operating Manual and Procedures (SOP) and Sustainable Plantation Management System (SPMS) Manual, RSPO Supply Chain Manual, ESH Management System Manual, Occupational Safety and Health Manual, Pictorial Safety Standards, Laboratory Process Control Manual and Security Guidelines. Besides that, technical guidelines as listed in the Agricultural Reference Manual were also used.
	4.1.2	A mechanism to check consistent implementation of procedures shall be in place. Minor Compliance	NO	The monitoring was conducted through the on-site visits, inspections and discussions with relevant personnel and by conducting Assessments and audits such as Internal Audits, PA visits and RSPO Audits. However, two non-conformances detected as follows: during the site visit at Serkam Division, the noxious weed <i>Ischaemum muticum</i> was observed to be prevalent in one of the fields visited. This was raised as NCR STK01-2017. Secondly, the plan to avoid or reduce pollution was not followed where at Kempas Estate, the water from emergency shower was directed into a field drain. This resulted in the issuance of NCR RAR03-2017 within the same indicator.
	4.1.3	Records of monitoring and any actions taken shall be maintained and available, as appropriate. Minor Compliance	NO	Records of monitoring and actions taken by both Kempas Estate and Serkam Division were kept for a min. of 12 months. Monthly Costing and Annual Reports on monitoring of all activities were made available. However, during the site visit at Kempas POM it was found that a section of monsoon drain in front of scheduled waste store had collapse and the water in the monsoon drain was stagnant. Minor NCR MZK 01 2017 was raised.
	4.1.4	The mill shall record the origins of all third-party sourced FFB. Major Compliance	YES	All certified FFB are from Kempas SOU 17 estates and other SOU from Sime Darby Plantation. The non-certified FFB are from independent FFB suppliers. All delivery documents were verified accordingly.
C 4.2 Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.	4.2.1	There shall be evidence that good agriculture practices, as contained in SOP, are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible. Minor Compliance	YES	Both Kempas Estate and Serkam Division continued to practise the maintenance of long-term soil fertility by annual application of fertilisers based on periodic foliar and soil analysis, biomass retention and some EFB and compost application. Fertiliser application, which was of paramount importance for maintenance of soil fertility, was carried out based on recommendations made by the internal research company. Annual fertiliser recommendations were made based on annual foliar sampling and 5 yearly soil sampling.
	4.2.2	Records of fertiliser inputs maintained. Minor Compliance	YES	Records of programs and applications of fertilisers were made available to auditors. Fertiliser application program was monitored using records like program sheets, bin cards, Field Cost book and Manuring Structured Block Supervision forms. Records sighted showed that actual applied in 2015/2016 was in line with program.
	4.2.3	There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. Minor Compliance	YES	From the reports made by the Agronomist, it was established that both estates have carried out periodic foliar and soil sampling to monitor changes in nutrient status.

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	4.2.4	A nutrient recycling strategy shall be in place, and may include use of EFB, POME, and palm residues. Minor Compliance	YES	Both Kempas Estate and Serkam Division had a nutrient recycling strategy in place. Palm fronds were stacked in the fields to decompose and by EFB & compost application in Kempas Estate.
C 4.3 Practices minimise and control erosion and degradation of soils.	4.3.1	Maps of any fragile/marginal soils shall be available. Major Compliance	YES	Soil maps were available at both Kempas Estate and Serkam Division. There was minimal fragile soil.
	4.3.2	A management strategy shall be in place for plantings on slopes between 9-25° unless specified otherwise by the company's SOP. Minor Compliance	YES	SDPSB had a management strategy in place for planting on slopes and to minimise and control erosion and degradation of soils. It was observed that practices to minimise and control erosion and degradation of soils were also advocated through proper stacking of fronds, EFB application, avoidance of blanket spraying, construction terraces, road maintenance and maintenance of soft vegetation in interlines. Both Kempas Est. and Serkam Div. were mainly flat and undulating.
	4.3.3	A road maintenance programme shall be in place. Minor Compliance	YES	During the field visit, it was noted that road conditions were well maintained in both Kempas Estate and Serkam Division. Accessibility were made possible by regular maintenance guided by its road maintenance programmes. The program had been supported by adequate provisions in the budgets.
	4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. Major Compliance	YES	From the soil maps made available, there was minimal fragile soil.
	4.3.5	Drainability assessments where necessary will be conducted prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. Minor Compliance	YES	The peat area being very small, drain-ability assessment is not applicable.
	4.3.6	A management strategy shall be in place for other fragile and problem soils. Minor Compliance	YES	From the soils maps provided there were no other fragile and problem soils in both Kempas Estate and Serkam Division.
C 4.4 Practices maintain the quality and availability of surface and ground water.	4.4.1	An implemented water management plan shall be in place. Minor Compliance	YES	Both estates had implemented water management plans. The water management plan was more towards rain water conservation, pollution prevention, flood and domestic use. Should a dry spell occur, the plan is to buy water from Syarikat Air Melaka Berhad and the management had also installed large containers to keep rain water for emergency use.
	4.4.2	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones shall be demonstrated. Major Compliance	YES	Water catchment ponds at Kempas Division and natural pond at Merlimau Division were maintained and no sign of agrochemical activities or waste disposal were observed. Signage of "No Hunting, No fishing" also observed maintained.



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	4.4.3	Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality shall be in compliance with nat. reg. Minor Compliance	YES	Site visit to the effluent treatment plant and interview with PIC revealed that the operation had been carried out in accordance with the established SOP and legal requirements. Kempas POM had obtained DOE approval for land application. Results were within stipulated target.
	4.4.4	Mill water use per tonne of FFB shall be monitored. Minor Compliance	YES	Water is supplied by the state water provider. Monitoring of water usage in mills being monitored.
C 4.5 Pests, diseases, weeds and invasive introduced species are eff. managed using appropriate IPM techniques.	4.5.1	Implementation of IPM plans shall be monitored. Major Compliance	YES	As for all SDPSB estates, both Kempas Estate and Serkam Division had in place documented IPM plans. The IPM program among others includes pest management of rats, bagworms, nettle caterpillars, rhinoceros beetles and ganoderma. The IPM technique for rats includes rearing barn owls ( <i>tyto alba</i> ), bagworm control includes the planting of beneficial plants such as <i>Cassia cobanensis</i> , <i>Antigonon leptopus</i> and <i>Turnera sublata</i> and for rhino beetles is by using pheromone trap. Both estates carried out monthly detection and observation of leaf eating pests and rat damage.
	4.5.2	Training of those involved in IPM implementation demonstrated. Minor Compliance	YES	Records showed that training of those involved in IPM implementation was carried in both Kempas Estate and Serkam Division in June & Nov 2016 and Feb 2017.
C 4.6 Pesticides are used in ways that do not endanger health or the environment	4.6.1	Justification of all pesticides used demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. Major Compliance	YES	The written justification in the SOP of all agrochemical was available. The use of selective products that are specific to the target pest, weed or disease were demonstrated in the Agricultural Reference Manual.
	4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. Major Compliance	YES	Both Kempas Estate and Serkam Division had records to show the types of pesticides used with active ingredients and their LD50 and where these pesticides had been used, the total quantity, number of applications and Ai/Ha. Pesticides are used only when justified and areas used are recorded in bin cards, program sheets, chemical register, field cost books and in progress reports. Both estates had documented programs for spraying pesticides and for rat baiting
	4.6.3	Any use of pesticides shall be minimised as part of a plan, and in accordance with IPM plans. There shall be no prophylactic use of pesticides, except in specific situations identified in industry's Best Practice. Major Compliance	YES	As part of the IPM plans, management of both estates had established nectariferous beneficial plants nurseries for continuous planting in order to attract natural predators and thus to reduce use of insecticides. As mentioned in 4.5.1, during the visit it was observed that both Kempas Estate and Serkam Division had plants ready for planting in their Nurseries. The Estates aimed to establish more Barn Owl boxes to ultimately achieve a ratio of 1 box to every 10 hectares. And, in replants prophylactic spraying using diluted cypermethrim for immature palms in zero burning of oil palm to oil palm replanting was carried out against Rhinoceros beetles as per SOP.
	4.6.4	Pesticides that are categorised	YES	Both Kempas Estate and Serkam Division only used pesticides that were officially registered

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	<p>as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in industry's Best Practice. The use of such pesticides shall be minimised and/or eliminated as part of a plan, and shall only be used in exceptional circumstances. Pesticides selected for use are those officially registered under the Pesticides Act 1974 (Act 149) and the relevant provision (Section 53A) and in accordance with USECHH Reg. (2000). Minor Compliance</p>		<p>under the Pesticides Act 1974 (Act 149) and the relevant provision (Section 53A); and in accordance with USECHH Regulations (2000). There was no evidence of pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, had been used.</p>
4.6.5	<p>Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided &amp; used. All precautions attached to the products shall be properly observed, applied, and understood by workers. Major Compliance</p>	YES	<p>Records showed that pesticides were handled, used and applied only by trained persons and as per the MSDS/CSDS of the pesticide. As mentioned under Indicator 4.6.1 both estates had in place SOPs for safe-handing of pesticides. Appropriate safety and application equipment had been provided and used as per the recommendation of the CHRA dated March 2015. The employees involved in the chemical handling such as the storekeepers, sprayers, fertilizer and rat bait workers have been trained in chemical handling and they had understood the hazards of the chemicals and how the chemicals should be used in a safe manner. The trade and generic names of the chemicals were made known to them through the MSDS/CSDS training. It was also noted that MSDS/CSDS are available at all sites during the audit.</p>
4.6.6	<p>Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes. Pesticides shall be stored in accordance to the OSH Act 1994 (Act 514) and Reg. and Orders, Pesticides Act 1974 (Act 149) and Reg. Major Compliance</p>	YES	<p>Pesticides were stored in accordance with the legal requirement. The chemical stores in both estates were observed to be in compliance with the Occupational Safety and Health Act 1994 (Act 514) as well as the Pesticides Act 1974 (Act 149) and Regulations. The stores were secured and keys held by only the storekeeper and attendant.</p>

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	4.6.7	Application of pesticides shall be by proven methods that minimise risk and impacts. Minor Compliance	YES	Pesticide applications were guided by SDPSB's ARM, Pictorial Guide, CHRA and by MSDS supplied by the manufacturer.
	4.6.8	Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. Major Compliance	YES	Aerial spraying was not practice by both estates and there was no evidence to show that any had been carried out.
	4.6.9	Evidence of continual training to enhance knowledge and skills of employees and associated smallholders on pesticide handling shall be demonstrated or made available. Minor Compliance	YES	Relevant information on the agrochemical used by estate workers were conveyed, largely via morning muster and the use of Safety Pictorial poster. Training on chemical handling and spraying techniques especially to the sprayers had been conducted. The aim was to disseminate correct information and ensure understanding regarding the usage and hazards of the agrochemicals. Interviewed during the spraying activities and fertiliser application noted that the information were understood by the workers. Some of the training records sighted were Chemical & Fertiliser Handling and PPE use.
	4.6.10	Proper disposal of waste material, according to procedures that fully understood by workers and managers shall be demonstrated. Minor Compliance	YES	Disposal of waste materials related to pesticide containers are being carried out as per established procedures. Triple rinsing for empty pesticides containers was continued to be implemented. The rinsed containers were pierced and stored prior disposing. Records inventory are maintained in the 'E-Swiss System '. Latest disposal was in Jan 2017 to Kualiti Alam Sdn. Bhd.
	4.6.11	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, demonstrated. Major Compliance	NO	The CHRA on Kempas estates and Serkam Division were reviewed in March 2015. As per the CHRA recommendation, all sprayers, manuring gang, foremen and workers handling pesticides in both estates were sent for medical surveillance and the records were available for audit. However, during site visit at Serkam Division, it was found that not all operators carrying out manuring activities were subjected to medical surveillance. Thus, a Major #NCR RAR02-2017 was raised.
	4.6.12	No work with pesticides shall be undertaken by pregnant or breast-feeding women Major Compliance	YES	There was no evidence of pregnant and breast-feeding women performed spraying activity in both estates. Women workers handling pesticides are checked by the appointed Medical Assistant to ensure they are not pregnant or breast-feed.
C 4.7 An occupational health and safety plan is documented, effectively communicated and	4.7.1	An OSH policy shall be in place. An OSH plan covering all activities documented and implemented, and effectiveness monitored. Major Compliance	YES	The CU continued to adopt the SDPSB's OSH policy. The policy had been communicated to all levels of employees through briefings and training. The policy is also available in Bahasa Malaysia and is being displayed at the notice boards at mill, estate office and Muster Ground. Generally, the OSH plans were acceptable. The implementation was also monitored during internal audits conducted by OSH officers from PSQM dep.

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<p>implemented.</p> <p>The occupational health and safety plan shall cover the following:</p>	4.7.2	All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers. Major Compliance	YES	The HIRARC was carried out covering activities in the estates and mill. Updated HIRARC register were presented to the audit team during the audit. All operations have been assessed for its hazard and risk. No new risks were identified. The CHRA recommendations were reviewed on a periodic basis by the estate management, taking into consideration the progress made in implementing the recommendation. Mitigating actions have been identified, Implemented and are being followed through.
	4.7.3	All workers involved in the operation shall be adequately trained in safe working practices. Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially haz. op. such as pesticide application, machine op., and land preparation, harvesting and, if it is used, burning. Major Compliance	YES	Training and briefing on the operations were provided to all employees to educate them on safe working practices and to ensure applicable precautions are adhered. Training for employees are conducted from time to time based on needs through various method such as on the job training, briefings, meetings, etc. The employees such as the storekeepers, harvesters, pruners, field workers, sprayers, fertilizer and rat bait workers were trained and they had understood the hazards involved and how the chemicals should be used in a safe manner.
	4.7.4	The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded. Major Compliance	YES	Safety & Health Policy dated January 2015 signed by Managing Director was available at the CU. Safety & Health committee has been established. This was verified through the OSH safety committee org chart for 2016 / 2017. For Kempas Estate and Serkam Division, the Safety & Health Committee is chaired by the Estate Manager. Safety Officer - ESH Executive and the Committee Secretary – QA Officer. Periodic meeting to discuss issues related to health and safety were carried out accordingly. Records related to the meeting were maintained. The Safety & Health Meeting minutes were reviewed. Safety & Health Committee at Kempas POM has been established. The committee is chaired by the Mill Manager and the secretary is the Senior Assistant. Periodic Meeting related to Health and Safety were carried out.
	4.7.5	Accident and emergency procedures shall exist and instructions clearly understood by all workers. Accident proc. available in the app. language of the workforce. Assigned operatives trained in First Aid should be present in both field and other op, and first aid eq shall be available at worksites. Records of all accidents kept	NO	Accident and Emergency procedures have been established and were reviewed. The ERT consisting of trained First Aiders, field staffs, Mandores, Admin clerk, workshop operator and Security personnel. Interviews with estate staffs and mandores revealed that they had understood and were aware of the emergency procedures requirements. It was observed that first aid boxes were available at all the sites audited. The boxes were checked on a monthly basis by the Medical Assistants. Records of replenishment were verified by the auditor. The team, consisting of trained First Aiders, were Supervisor, Mandores, Office Staff, Workshop Operator and Security personnel. During site visit it was noted that all operating units had been provided with First Aid boxes which were checked, However, sighted that First aid Monitoring was lack at POM Workshop only 13 out of 18 items available at workshop first aid box. Therefore, Minor NCR MZK 02 2017 was raised.

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		and periodically reviewed. Minor Compliance		
	4.7.6	All workers shall be provided with medical care, and covered by accident insurance. Minor Compliance	YES	Kempas POM had continued to provide a group insurance for all workers as required under the Workmen Compensation Act 1992. Sighting of records and cross check with workers showed that they were covered with valid insurance policy. For local workers, covered by SOCSO. Foreign Workers – covered by Workmen Compensation provided as per Compensation Act 1952.
	4.7.7	Occupational injuries shall be recorded using LTA metrics. Minor Compliance	YES	Both estates and Kempas POM had monitored the occupational injuries using LTA metrics. The records, JKPP 8, were available during the assessment and were verified by the auditor.
C 4.8 All staff, workers, smallholders and contract workers are appropriately trained.	4.8.1	A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme. Major Compliance	YES	Formal training programmes for 2016/2017 that covered aspects of the RSPO Principles and Criteria, with regular assessments of training needs were updated on July 2017 at SOU Kempas.
	4.8.2	Records of training for each employee shall be maintained. Minor Compliance	YES	SOU Kempas had trained their staff, workers and smallholders and records of training were kept in the RSPO training file. The records included information on the title of the training, name and signature of the attendees, name of the trainer, time and venue. Verified records of some of the other trainings carried out were: Safety Training at POM, RSPO Supply Chain Training, Fire Drill Training, Harvesting, Waste management, Rat Baiting, Spraying, Fire Fighting, First Aid, Manuring, IPM, Zenoah blowing (raking), Chemical Handling, HCV Awareness Training, Introduction to Reproductive & Human Rights in Our Plantation & Gender Committee Refresher Training for SOU Kempas, <i>Tuntutan Pampasan Pekerja Asing</i> and Harvesting Wages & Benefits Calculation by WMU.

**Principle 5: ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY**

Clause	Indicators		Comply Yes/No	Findings
C 5.1 Aspects of plantation and mill management, including replanting, that have env. impacts are identified, and plans to mitigate	5.1.1	An environmental impact assessment documented. Major Compliance	YES	SOU Kempas has established its environmental aspects/impacts register associated with their activities. Environmental aspect and impact (EAI) covers all upstream activities such as FFB reception until downstream processes. The identification and evaluation of environmental impact was done for all activities and processes related to the mill operation. Among the significant environmental receptors are the boiler stack emission, palm oil mill effluent (POME) discharge and land contamination which related to managing the scheduled wastes and also general wastes. For the estate operation, all activities from harvesting, pest and disease, upkeep programme until delivery to mill has been identified.

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the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.	5.1.2	Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive action plan. The action plan shall identify the responsible person. Minor Compliance	YES	The Environmental Aspect and Impact Identification Form & Environmental Impact Evaluation Form used to identify Aspect & Impact and take necessary action. Kempas POM's was reviewed in Jan 2017 while for Kempas Estate and Serkam Division, reviewed on Feb 2016. No significant changes made to the Impact Evaluation. Pollution Prevention Plan 2016/ 2017 has been established and verified.
	5.1.3	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. Minor Compliance	YES	Pollution Identification Environmental improvement action plan' to monitor the effectiveness of the mitigation measures taken, are in place. The following indexes are being monitored : i) Dust pollution ii) Air pollution from boiler iii) Zero discharge effluent. iv) Noise monitoring v) Reduce water consumption. vi) Reduce electricity consumption.  Y2016 Performance verified, noted to be satisfactory.
C 5.2 The status of rare, threatened or endangered species other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.	5.2.1	Information shall be collated in a HCV assessment that includes both the planted area itself and relevant wider landscape-level considerations. Major Compliance	YES	The CU observed maintained its conservation areas. The conservation areas are: (a) Kempas Main Division: water catchment ponds. (b) Merlimau Division: bordered natural pond and bordered remnant forest patches. Signage of "No Hunting, No fishing" observed maintained. No sign of agrochemical activities or waste disposal were observed. The CU maintained its access control (i.e. guarded and patrolling).
	5.2.2	Where RTE species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through an action plan. Major Compliance	YES	There were no RTE identified in the operating units. However, the CU maintained its access control and, no use of chemicals or waste disposal to protect identified conservation areas.
	5.2.3	There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be	YES	The CU had regularly educate its workforce, often via morning muster briefing about protection of RTE species, and appropriate disciplinary measures shall be instituted if found violated. Information pertaining RTE and relevant CU policies maintained displayed at the morning muster station. However, there were no RTE observed. Nevertheless, signage of "No Hunting, No fishing" observed maintained. Chemical activities maintained not allowed and no sign of use

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		instituted in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species. Minor Compliance		observed in the conservation areas.
	5.2.4	Where an action plan has been created there shall be ongoing monitoring: <ul style="list-style-type: none"> <li>The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported;</li> <li>Outcomes of monitoring shall be fed back into the action plan.</li> </ul> Minor Compliance	YES	The CU observed continued to guard and patrol its operating units, to monitor its boundary and the conservation areas from any illegal activities. The plan contained in "Biodiversity (HCV) Action Plan FY 2016/17".
	5.2.5	Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights. Minor Compliance	YES	There is no HCV which set-asides with existing rights of local communities, in the CU.
C 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.	5.3.1	All waste products and sources of pollution shall be identified and documented. Major Compliance	YES	The CU had documented identification of all waste product and sources of pollution. The environmental management plans were then established to mitigate applicable identified waste product and source of pollution.
	5.3.2	All chemicals and their containers shall be disposed of responsibly. Major Compliance	YES	Empty chemical containers were triple rinsed, punched with holes and disposed through programmed from Department of Environment and Jabatan Pertanian Negeri Melaka (Used Plastic Pesticides Container Recycling (UPPCR)).
	5.3.3	A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented. Minor Compliance	YES	For the identified waste and pollutants, there were procedures and guideline established as to guide the waste disposal activities and to reduce pollution on the routine operation. The mill process wastes were disposed as follows; EFB were sent for mulching in the field, while crop residue/biomass i.e. fibre and shell were used as fuel in the boiler. On the monitoring of water and effluent discharge, monthly and quarterly report for final discharge were submitted in timely manner as stipulated in the written approval. Effluent quality monitoring was also done on the monthly basis. Sample taken at final discharge point was sent for analysis. Result of analysis was found satisfactorily and below the stipulated limit. The domestic wastes are disposed through Majlis Daerah.

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C 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.	5.4.1	A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. Minor Compliance	YES	A plan for improving the efficiency of the use of fossil fuels is in place incorporated into the Environmental Aspect and Impact activities report for 2016, identified in the following i) Environmental Aspect Identification Summary FY 2016 / 2017 reviewed accordingly. ii) Environmental Impact Evaluation Summary FY 2016 / 2017 reviewed accordingly. Kempas POM has continued to use fibre and shell as boiler fuel. Boiler maintenance were carried out as per schedule to ensure no interruption of milling operation. As to-date the diesel genset has not been in operation.
C 5.5 Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice	5.5.1	There shall be no land preparation by burning, other than in specific situations as identified in the <i>'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003</i> . Major Compliance	YES	SDPSB has a policy of no open burning. As advocated, both estates practiced Zero burning. In the 2013 ,2014 & 2017 replants at Kempas Estate and 2013 replants at Serkam Division visited during the audit, it was evident that all palms were felled, shredded, windrowed and left to decompose. No burning had been carried out.
	5.5.2	Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in <i>'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003</i> . Minor Compliance	YES	There was no evidence of fire has been used for preparing land for replanting in the 2013, 2014 and 2017 replants in Kempas Estate and 2013 replants in Serkam Division. The estates had adhered to the Zero Burning Policy of SDPSB
C 5.6 Preamble Growers and millers commit to reporting on operational greenhouse gas emissions. However, it is recognised that these significant emissions cannot be monitored completely or measured accurately with current knowledge and methodology. It is also recognised that it is not always feasible or practical to reduce or minimise these emissions.	5.6.1	An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4).	YES	An assessment of identified polluting activities is being conducted and monitored, inclusive of gaseous emissions, particulate / soot emissions and effluent. 'Waste & Schedule waste Improvement Plan' and 'Pollution prevention plan' – is used to identify the waste products and sources of pollution – is in place and is being reviewed accordingly. The most significant environmental receptors for the estates and mill operations were: Air – Source from boiler stack, vehicle & generator, anaerobic processes Water – Cleaning water/run-off/process station waters & boiler quenching water and blowdown. Land – Scheduled waste, domestic waste and industrial/process waste. The CU continued to maintain its environmental aspects/impacts register associated with their activities. Environmental aspect and impact records was sighted during the audit. Identification and evaluation of environmental impact was done for all activities and processes related to the mill operation.
	5.6.2	Significant pollutants and GHG emissions shall be identified, and plans to reduce or minimise them implemented. Major Compliance	YES	Significant pollutants and GHG emissions has been identified the following verified; Land Conversion, Crop sequestering, Fertilizer Manufacturer & Transport, Fertilizer Application, Field Consumption, Palm Oil Mill Effluent and Net Emissions.  Actions Implemented to reduce GHG reviewed : i) Empty Fruit bunches & POME composite plat and composite used as fertilizer ii) Fossil Fuel consumption reduction by substituting with Fibre as fuel for Boiler



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<p>Growers and millers commit to an implementation period until the end of December 2016 for promoting best practices in reporting to the RSPO, and thereafter to public reporting. Growers and millers make this commitment with the support of all other stakeholder groups of the RSPO. Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>	<p>5.6.3</p>	<p>A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools. Minor Compliance</p>	<p>YES</p>	<p>Kempas CU had been used RSPO PalmGHG Calculator as a tools. Sighted report send to RSPO in March 2016. The records pertaining to the calculation were made available at the Kempas POM and both estates during this assessment.</p>
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**Principle 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES BY GROWERS AND MILLERS**

Clause	Indicators		Comply Yes/No	Findings
<p>C 6.1 Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the</p>	<p>6.1.1</p>	<p>A social impact assessment (SIA) including records of meetings shall be documented. Major Compliance</p>	<p>YES</p>	<p>The CU maintained its documented social impact assessment and records of meetings with its stakeholders. The assessment of social impact compiled in Social Impact Assessment (SIA) Report was updated in July 2016 for SOU Kempas. The latest stakeholder meeting was conducted for Kempas POM, Kempas Estate and Serkam Div. in May 2016. Record, including minutes of meeting and attendance of meeting were maintained.</p>
	<p>6.1.2</p>	<p>There shall be evidence that the assessment has been done with the participation of affected parties. Major Compliance</p>	<p>YES</p>	<p>Record, including minutes of meeting and attendance was maintained. Among those had attended the meeting were local communities representatives, union representative, vendors / suppliers, contractor, representatives of nearby schools, and related government agencies. Interviewed with the affected stakeholders confirmed that they had been consulted.</p>

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negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.	6.1.3	Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, incl. responsibilities for implementation. Major Compliance	NO	The CU continued established and implemented SIA action plan. However, there are actions of implementation for addressing some of complaints from employees not explicitly evidence and effectively implemented, i.e.: (a) unresolved complaint concerning water supply issues for some houses of Mill's employees. (b) complaint pertaining to travelling expenses incurred by employees in Mill for seeking medical treatment outside the premises. (c) complaint pertaining to travelling expenses incurred by foreign employees in Mill for renewal of their passport. Thus, a Major NCR HO-01 is issued.
	6.1.4	The plans shall be reviewed as a minimum once every 2yrs and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. Minor Compliance	YES	The plans were annually reviewed and updated by respective operating units of the CU. The latest review was in Nov 2016. There were no significant changes of CU operation were observed, which requires no changes of social action plan.
	6.1.5	Particular attention shall be paid to the impacts of smallholder schemes. Minor Compliance	YES	There was no smallholder schemes included in the CU.
C 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	6.2.1	Consultation and communication procedures documented. Major Compliance	YES	The CU maintained its documented procedures established by head office pertaining consultation and communication with stakeholders.
	6.2.2	A management official responsible for these issues shall be nominated. Minor Compliance	YES	The CU observed maintained appointed management official responsible for consultation and communication with stakeholders at each operating units. Each unit has appointed respective Assistant Manager as the management official.
	6.2.3	A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained. Minor Compliance	YES	The CU maintained its list of stakeholders. The "List of Stakeholders, 2017", consist of contractors, vendors / suppliers, local communities representatives, related government agencies (among others SOCSO, Immigration, hospital, schools, etc.). The CU had established Complaint Logbook and maintained records of communication with stakeholders, including records of actions taken with regard to the previous issues.
C 6.3	6.3.1	The system, open to all affected	YES	The CU management and stakeholders interviewed acknowledged that dispute system is open to

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There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties		parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistle-blowers, where req. Major Compliance		affected parties. No restriction of complaint system was observed. Nevertheless, there was no dispute observed from affected parties.
	6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. Major Compliance	YES	There was no dispute observed from affected parties.
C 6.4 Any negotiations concerning compensation for loss of legal, customary or user 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.	6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. Major Compliance	YES	The CU maintained its documented procedures established by head office for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation. The provisions contained in "Plantation Quality Management System" document.
	6.4.2	A procedure for calculating and distributing fair compensation shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land. Minor Compliance	YES	The CU maintained its documented procedures established by head office for distributing fair compensation and noted that there is no case of compensation observed.
	6.4.3	The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available. Major Compliance	YES	There is no case of compensation to affected parties observed.
C 6.5 Pay and conditions for employees and for	6.5.1	Documentation of pay and conditions shall be available. Major Compliance	YES	Documentation of pay and conditions maintained available. The pay is as defined in the employee's pay slip. . The conditions of work and pay are as stated in employee's employment agreement and collective unions agreements between MAPA-NUPW and MAPA-AMESU.

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contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages	6.5.2	Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment shall be available in the languages understood by the workers or explained carefully to them by a management official. Major Compliance	YES	Details of employment conditions maintained available as documented in employment agreement and collective unions agreements between MAPA-NUPW and MAPA-AMESU, which meet legal and industry standard, that includes working hours, deductions, overtime, medical, leaves, dismissal, period of notice, etc.
	6.5.3	Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, in accordance with Workers' Minimum Standard of Housing and Amenities Act 1990 (Act 446) or above, where no such public facilities are available or accessible. Minor Compliance	YES	The CU maintained to provide adequate housing, water supplies, electricity, dispensary and medical as well as other welfare amenities that meet legal and industry standard.
	6.5.4	Growers and millers shall make demonstrable efforts to monitor and where able, improve workers' access to adequate, sufficient and affordable food. Minor Compliance	YES	The CU generally located not far from urban, which workers acknowledged that they usually buy their food supply from outside and no issues concerning supplies. Nevertheless, there are canteens, food and sundry shops available in the CU for the convenience of its employees. The canteens and shops observed had submitted their price to the CU management and displayed their price.
C 6.6 The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of ass. and collective bargaining are restricted under law, the employer facilitates parallel means of ind. and free association and bargaining for all such personnel.	6.6.1	A published statement in local languages recognising freedom of association shall be available. Major Compliance	YES	The CU recognised freedom of association. The provision contained in the maintained Social Policy.
	6.6.2	Minutes of meetings with main trade unions or workers representatives documented. Minor Compliance	YES	The CU maintained to document its meetings with trade unions. Minute of meeting between union (MAPA) in June 2016 was made available.

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C 6.7 Children are not employed or exploited.	6.7.1	There shall be documentary evidence that minimum age requirements are met. Major Compliance	YES	There was documented evident that the CU met minimum age requirements. Workers list and employment agreement provides information containing details employees information including age and joining date, which enable confirmation concerning no minimum age been employed.
C 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.	6.8.1	A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. Major Compliance	YES	The CU maintained recognising equal opportunities. The provision maintained contained in the Social Policy.
	6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. Major Compliance	YES	Reviewed of evidence of payment, housing, amenities, which provided by the CU to its employees observed no discrimination been practised. Interviewed with workers, including union members, women and foreign workers also acknowledged no discrimination been practised. Further, interviewed with local communities representatives also observed no such case occurred.
	6.8.3	It shall be demonstrated that recruitment selection, hiring and promotion where relevant are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. Minor Compliance	YES	Recruitment and promotion were noted to be following the industry standard as well as the CU criteria, including skills and medical fitness. No issues concerning recruitment or promotion observed. This was confirmed through interviews with the employees.
C 6.9 There is no harassment or abuse in the work place, and reproductive rights are protected.	6.9.1	A policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. Major Compliance	YES	The CU maintained its Gender Policy which cover sexual harassment and violence cases related to the prevention of sexual harassment and all other forms of violence against women and protection of their reproductive rights. Generally, Gender Committee maintained active to oversee any issues on sexual and violence.
	6.9.2	A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce. Major Compliance	YES	The CU maintained its Gender Policy that cover sexual harassment and violence cases related to the prevention of sexual harassment and all other forms of violence against women and protection of their reproductive rights, for estate / mill female employees. Interviewed with female workers noted they understand the policy and their rights. There were no cases of violation of the policy observed.
	6.9.3	A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and comm. to all levels of the workforce. Minor Compliance	YES	A specific grievance mechanism for handling sexual harassment / violence against women maintained as per documented Gender Committee Handbook. The grievance mechanism ensures the anonymity and protects complainants maintained as per documented "Code of Business Conduct (COBC)" booklet, which available in the website: <a href="http://www.simedarby.com/about-us/governance/">http://www.simedarby.com/about-us/governance/</a> . The mechanisms observed had been communicated to employees.

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C 6.10 Growers and millers deal fairly and transparently with smallholders and other local businesses.	6.10.1	Current and past prices paid for FFB shall be publicly available. Minor Compliance	YES	Current FFB prices were displayed at Weighbridge counter. Record of past prices maintained available in the office.
	6.10.2	Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented. Major Compliance	YES	There were evident of agreements and minute of meetings with FFB suppliers. Further, suppliers interviewed acknowledged that they were explained about the pricing, which they had no issues. Other inputs / services obtained maintained based on quotation / tender, prior to select and award.
	6.10.3	Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. Minor Compliance	YES	Suppliers and contractors interviewed acknowledged that they were provided with agreements and explained or purchase order contain information of input / service to supply. They also acknowledged they had no issues doing business with the CU.
	6.10.4	Agreed payments shall be made in a timely manner. Minor Compliance	YES	Suppliers and contractors interviewed acknowledged that they had no issues concerning payment. Generally, they were satisfied that the new online system (MEX Payment) has shortened claim and payment process.
C 6.11 Growers and millers contribute to local Sustainable where appropriate.	6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. Minor Compliance	YES	The CU continued to contribute to local communities as result of stakeholders consultation. Among the contribution were: <ul style="list-style-type: none"> <li>• permission for surrounding communities to use land for cattle grazing.</li> <li>• access permission to cutting grass for cattle</li> <li>• access permission to neighbouring smallholders to use the estate road to access to their farm.</li> <li>• grass-cut for school football field.</li> </ul>
	6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. Minor Compliance	YES	Not applicable. There was no scheme smallholders included in the CU.
C 6.12 No forms of forced or trafficked labour are used.	6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. Major Compliance	YES	Reviewed of listing of employees and payment, foreign workers permits, insurance policies, EPF and SOCSO contribution, etc. and interviewed with local and foreign workers observed that no forms of forced or trafficked labour been employed.
	6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. Minor Compliance	YES	Reviewed of employment agreement and interviewed with workers observed that no contract substitution has occurred.
	6.12.3	Where temp. or foreign workers are employed, a special labour policy and proc. shall be implemented. Major Compliance	YES	The CU maintained the “Social Policy”, January 2015 and “Sourcing Process for Foreign Workers” procedure, which among other include concerning employment of foreign workers. The policy and procedure observed maintained and implemented.

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C 6.13 Growers and millers respect human rights	6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations. Major Compliance	YES	The CU maintained the “Social Policy”, which among others, address pertaining to respect human rights. The policy observed been communicated to all operating units and their employees.
	6.13.2	As long as children of foreign workers in Sabah and Sarawak are ineligible to attend government school, the plantation companies should engage in a process to secure these children access to education as a moral obligation. Minor Compliance	NA	Not applicable as the CU located in Peninsular Malaysia, and observed there are schools within and adjacent to the CU.

**Principle 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS**

SOU Kempas has no plan for any new planting and no new development of area was observed during the visit. Thus Principle 7 is not applicable.

**Principle 8: COMMITMENT TO CONTINUOUS IMPROVEMENT IN KEY AREAS OF ACTIVITY**

Clause	Indicators	Comply Yes/No	Findings
C 8.1 Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.	8.1.1		
	a)	Reduction in use of pesticides(Criterion 4.6);	YES

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				implemented and will continue to only spray Circles (Strip) and noxious weeds. Soft weeds and Nephrolepis bisserata are planted, maintained and encouraged in the inter rows. Wherever possible, harvester's paths were grass cut. EFB was applied in single layers and is not dumped in large amounts to prevent breeding of Rhinoceros Beetles.
	b)	Environmental impacts (Criteria 4.3, 5.1 and 5.2);	YES	An Aspect and Impact assessment has been carried out accordingly.
	c)	Waste reduction (Criterion 5.3);	YES	Waste products and source of pollution has been identified. Pollution Identification Environmental improvement action plan has been established and is being monitored.
	d)	Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);	YES	Pollution Identification Environmental improvement action plan is used to identify the waste products and sources of pollution. Greenhouse gas and its potential sources are being identified using 'Carbon Inventory Calculation Methodology and reported in the sustainability report.
	e)	Social impacts (Criterion 6.1);	YES	The CU continued implemented social action plan that contributed to the improvement of social impact. Among the improvement actions observed were: <ul style="list-style-type: none"> <li>• provide piece-rated job for replacement of overtime.</li> <li>• provide job in immature fields for harvesters affected by replanting.</li> <li>• provide free drinking (hot and cold) water dispenser machine inside the mill for workers.</li> <li>• provide water vending machine for employees to buy their drinking water.</li> <li>• provide internship programme and research support to student of higher education.</li> </ul>
	f)	Encourage optimising the yield of the supply base	YES	In order to optimise yields both Kempas Estate and Serkam Division were committed to implement best agricultural practices inclusive of timely and proper fertiliser application, improve on accessibility to maximise crop evacuation, maintaining good harvesting interval, collect all loose fruit to minimise losses, water bodies and water conservation pits were constructed to conserve moisture.



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Attachment 4

**Details of Non-conformities and Corrective Actions Taken for RSPO P&C MYNI 2014**

P & C Indicator	Specification Major/Minor	Detail Non-conformances	Corrective Action Taken by the CU and Verification by Auditors
Indicator 4.1.2 (2 findings)	Minor	<p><b>#NCR No : STK01-2017</b> Finding : Item 1.3, Table 2 of Section 16 in the Agriculture Reference Manual on General Weed Control was not complied with. Serkam Division – During site visit, the noxious weed <i>Ischaemum muticum</i> was observed to be prevalent in the visited field.</p> <p><b>#NCR No : RAR02-2017</b> Finding : Plan to avoid or reduce pollution not effectively implemented. Kempas Estate - Water from emergency shower was directed into a field drain instead of a sump for reuse.</p>	<p><b>Corrective Action:</b> <b>NCR No : STK01-2017</b> Grass Cutting Path at 2013 A to control <i>Ischaemum muticum</i> grow will be carried out. Completion on 25 February 2017</p> <p><b>NCR No : RAR02-2017</b> Estate has corrected the design of Emergency Shower waste water outlet and tested.</p> <p><b>Auditor Verification:</b> Corrective action plan accepted. The effectiveness of the corrective action will be verified in the next audit.</p>
Indicator 4.1.3	Minor	<p><b>#NCR No : MZK01-2017</b> Finding : The above requirement regarding to Work Place Inspection was not complied with. Kempas POM - During the site visit, it was found that a section of monsoon drain in front of schedule waste store had collapse and the water in monsoon drain was stagnant. This was not reported into the Workplace Inspection.</p>	<p><b>Corrective Action:</b> Mill has done the necessary repairs to the broken drains. The checklist has been revised to include the monitoring of drainage at respective station.</p> <p><b>Auditor Verification:</b> Corrective action plan accepted. The effectiveness of the corrective action will be verified in the next audit.</p>
Indicator 4.6.11	Major	<p><b>#NCR No : RAR01-2017</b> Finding: The recommendation made in the CHRA (2015) for manuring operator was not complied with. Serkam Division - The chemical handling operators, who are carrying out manuring were not sent for medical surveillance.</p>	<p><b>Corrective Action:</b> The workers were sent to medical check-up in March 2017.</p> <p><b>Auditor Verification:</b> Auditor has received copy of Invoice and Receipt from clinic confirming that all workers who are carrying Manuring activities going to medical surveillance. Issue closed.</p>
Indicator 4.7.5	Minor	<p><b>#NCR No : MZK02-2017</b> Finding: The requirement in Factories Machineries Act – Safety Health &amp; Welfare Regulation 1970 regarding the First Aid was not complied with.</p> <ul style="list-style-type: none"> <li>• First aid box at Workshop not maintained for future emergency use.</li> <li>• First aid box content was not in accordance with 4th sch. of Safety Health &amp; Welfare Reg. 1970. It was found that only 13 items inside the box instead of 17 items as per requirement.</li> </ul>	<p><b>Corrective Action:</b></p> <ul style="list-style-type: none"> <li>- Mill has completed the relocation of all First Aid Box at the Workshop from Mechanical Department to Electrical Department for more effective future emergency use.</li> <li>- First aid box was not monitored due to no MA and New medical Assistant will be reporting duty in 1 month time; April 2017.</li> </ul> <p><b>Auditor Verification:</b> Corrective action plan accepted. The effectiveness of the corrective action will be verified in the next audit.</p>

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<p>Indicator 6.1.3</p>	<p>Major</p>	<p><b>#NCR No : HO01-2017</b>                  Finding: Actions of implementation for addressing some of complaints from employees not explicitly evidence and effectively implemented.                  (a) Complaint concerning water supply issues for some houses of Mill's employees yet to effectively resolved.                  (b) Action of implementation yet to evidence with regards to complaint of travelling expenses incurred by employees in Mill for seeking medical treatment outside premises.                  (c) Action of implementation yet to evidence with regards to complaint of travelling expenses incurred by foreign employees in Mill for renewal of their passport.</p>	<p><b>Corrective Action:</b>                  a) Mill has conducted meeting with NUPW and completed construction of separate piping for water supply to Mill workers.                  b) Mill has conducted meeting with NUPW and agreed to provide free transportation for those employees seeking medical treatment.                  c) Mill has conducted meeting with NUPW and agreed to provide free transportation for those employees who required to travel for passport renewal.</p> <p><b>Auditor Verification:</b> Auditor has received the Minutes of meeting between the Management of Kempas Estate and Kempas POM with NUPW on 18/3/17. Among the issues discussed was related to water supply to the workers quarters, transportation cost for those employees seeking medical treatment and cost for passport renewal. In the meeting, the management agreed to construct a separate piping system to the mill's worker quarters and cost to be paid by the estate and mill for workers seeking external medical treatment and passport renewal. A photo of piping construction and a copy of the memorandum related to separate piping for water supply to Mill workers, Memorandum related to free transportation for those employees seeking medical treatment and Passport renewal has also been provided. Issue closed.</p>
<p>Indicator 6.2.3</p>	<p>Minor</p>	<p><b>#NCR No : STK02-2017</b>                  Finding : The stakeholder list was not complete.                  Serkam Division – At time of visit information on addresses for some stakeholders was not available in the presented stakeholder list.</p>	<p><b>Corrective Action:</b>                  The Stakeholder list for 2017 will be include new stakeholder.</p> <p><b>Auditor Verification:</b>                  Corrective action plan accepted. The effectiveness of the corrective action will be verified in the next audit.</p>

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Attachment 5

**RSPO Supply Chain at the Kempas Palm Oil Mill – Mass Balance Model – Module E**

Item No	Requirement NOV 2014	Findings Standard Nov 2014																																													
E.1 E.1.1	<p><b>Defination</b></p> <p>To verify :</p> <p>a) the volume of certified and uncertified FFB entering the mill</p> <p>b) the volume sales of RSPO certified</p> <p>The claim only the volume of oil palm products produced from processing of the certified FFB as MB</p>	<p><b>Actual (Feb 2016 – Jan 2017)</b></p> <table border="0"> <tr> <td></td> <td></td> <td align="right"><u>MT</u></td> </tr> <tr> <td>a) FFB Received</td> <td></td> <td align="right"><b>241,217.14</b></td> </tr> <tr> <td>    RSPO</td> <td align="right">184,391.18</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">56,825.96</td> <td></td> </tr> <tr> <td>FFB Processed</td> <td></td> <td align="right"><b>241,217.14</b></td> </tr> <tr> <td>    RSPO</td> <td align="right">184,391.18</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">56,825.96</td> <td></td> </tr> <tr> <td>CPO Production</td> <td></td> <td align="right"><b>47,614.90</b></td> </tr> <tr> <td>PK Production</td> <td></td> <td align="right"><b>12,249.32</b></td> </tr> <tr> <td>b) Delivery of CPO</td> <td></td> <td align="right"><b>47,614.90</b></td> </tr> <tr> <td>    RSPO(MB)</td> <td align="right">30,217.87</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">17,151.35</td> <td></td> </tr> <tr> <td>Delivery of PK</td> <td></td> <td align="right"><b>12,249.32</b></td> </tr> <tr> <td>    RSPO(MB)</td> <td align="right">8,052.76</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">3,779.09</td> <td></td> </tr> </table>			<u>MT</u>	a) FFB Received		<b>241,217.14</b>	RSPO	184,391.18		Non-RSPO	56,825.96		FFB Processed		<b>241,217.14</b>	RSPO	184,391.18		Non-RSPO	56,825.96		CPO Production		<b>47,614.90</b>	PK Production		<b>12,249.32</b>	b) Delivery of CPO		<b>47,614.90</b>	RSPO(MB)	30,217.87		Non-RSPO	17,151.35		Delivery of PK		<b>12,249.32</b>	RSPO(MB)	8,052.76		Non-RSPO	3,779.09	
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E 2 E..2.1	<p><b>Explanation</b></p> <p>Estimate total tonnage of CPO and PK potentially produce in a year</p>	<p><b>Projection (Feb 2017 – Jan 2018)</b></p> <table border="0"> <tr> <td></td> <td></td> <td align="right"><u>MT</u></td> </tr> <tr> <td>(1) FFB Received</td> <td></td> <td align="right"><b>255,710.42</b></td> </tr> <tr> <td>    RSPO</td> <td align="right">210,390.42</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">45,320.00</td> <td></td> </tr> <tr> <td>(2) FFB Processed</td> <td></td> <td align="right"><b>255,710.42</b></td> </tr> <tr> <td>    RSPO</td> <td align="right">210,390.42</td> <td></td> </tr> <tr> <td>    Non-RSPO</td> <td align="right">45,320.00</td> <td></td> </tr> <tr> <td>(3) CPO Production</td> <td></td> <td align="right"><b>54,951.98</b></td> </tr> <tr> <td>(4) PK Production</td> <td></td> <td align="right"><b>13,837.38</b></td> </tr> </table>			<u>MT</u>	(1) FFB Received		<b>255,710.42</b>	RSPO	210,390.42		Non-RSPO	45,320.00		(2) FFB Processed		<b>255,710.42</b>	RSPO	210,390.42		Non-RSPO	45,320.00		(3) CPO Production		<b>54,951.98</b>	(4) PK Production		<b>13,837.38</b>																		
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E. 2 E 2.2	<p><b>Explanation</b></p> <p>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim.</p>	<p>Kempas POM has registered with the RSPO e-trace system. The mill's RSPO e-trace member ID is RSPO_PO1000000347.</p>																																													
E 3 E 3.1	<p><b>Documented procedures</b></p> <p>The site shall have written procedures and/or work instructions</p>	<p>a) Kempas POM had revised their documented procedure title '<i>Standard operating procedure for Sustainability Supply Chain and Traceability SD/SDP/PSQM/001</i>', version 2, dated Oct 2016. The</p>																																													

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	<p>to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements</p> <p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the facilities procedures for the implementation of this standard.</p>	<p>procedure described the following:</p> <ul style="list-style-type: none"> <li>• Clause 4.0 ~ the responsibility of for the implementation of RSPO SCC i.e. head of operating unit</li> <li>• Clause 5.0 ~ Control of document &amp; records such as weighbridge tickets, consignment note , training record &amp; contracts. Record retention for 10 years. Define the critical control point (CCP) :estate – weighbridge, mill – weighbridge, admin office, ramp, CPO despatch area, CPO storage tank. Kernel silos.</li> <li>• Clause 6.0 ~ Delivery of FFB from the estate – relevant record involved, flowchart for crop diversion, list of mill and their supply chain model i.e. IP or MB</li> <li>• Clause 7.0 ~ Receiving FFB at the mill – list of supply base, rules for determining diverted FFB destination, relevant record</li> <li>• Clause 8.0 ~ process monitoring – for IP model mill need to ensure no mixing of RSPO certified and non-certified</li> <li>• Clause 9.0 ~ CPO and PK despatch – [Clause 9.1] all delivery of CPO and PK shall be in accordance with the contract allocated by Global Trading &amp; Marketing (GTM) department. [Clause 9.2] Outgoing document for CPO and PK 9e.g. contract, weighbridge ticket / despatch note) shall specify the following information which can be either presented in single document or across a range of document Trade name / RSPO IP, RSPO certificate no. : RSPO 0025,</li> <li>• Clause 10.0 ~ Non-conforming material / product – requirement to downgrade the RSPO Product</li> <li>• Clause 11.0 ~ product claim – shall follow RSPO rules on market communication &amp; claim</li> <li>• Clause 12.0 ~ Outsourced contractor - the mill has established list of outsourced contractor. Sighted list of transporter for CPO and PK.</li> <li>• Clause 13.0 ~ Training – the mill shall provide training for relevant personnel carrying the task at tech critical control point (CCP).</li> <li>• Clause 14.0 ~ Reclassification of mill's supply chain model - Reclassification of mill's supply chain model may be determined by GTM/ PSQM. CB shall be notified. All communicated shall be recorded.</li> <li>• Clause 15.0 ~ Production volume</li> </ul> <p>The procedure was kept in file RSPO Supply Chain Manual. Appropriate changes were also made in the change from the previous Segregation to Identity Preserved model.</p> <p>b) The Assistant Manager remained as the person with overall responsibility for and authority over the implementation of the supply chain requirements.</p>
<p><b>E 3.2</b></p>	<p>The facility shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>KPOM had continued to implement the procedures it had on receiving and processing of RSPO certified and non- certified FFBs.</p> <p>The Weighbridge Clerks knew and kept a list of all certified supply bases (estates) supplying FFBs to KPOM and checked on the validity of the estates' P&amp;C Certificates for Sustainable Palm Oil Production (P&amp;C Certificate).</p> <p>During the receiving of FFBs, the Weighbridge Clerk checked and verified that in-coming RSPO-certified FFBs must be accompanied by consignment note issued by the certified estate. Consignment note must indicate the name of the estate and the number of the RSPO P&amp;C Certificate. For non- RSPO certified</p>

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		FFB, the consignment note issued by the supplier was also verified for quantity but not on the certified status of the FFB.
<b>E.4</b> E.4.1	<b>Purchasing and goods in</b> The site shall verify and document the volumes of certified and non-certified FFBs received.	KPOM had continued to receive certified FFBs from the CU's own supply bases as well as non-certified FFBs from outsiders. There were four supply bases (estates) sending certified FFBs to KPOM. They were Kempas, Kemuning, Serkam Division and Tangkah Estates. For non-certified FFBs, KPOM had sourced them from Pembangunan Pertanian Melaka Sdn. Bhd., Sri Maju Baja Enterprise Sdn Bhd and Eng Huat Latex Concentrate Sdn Bhd. The Weighbridge Clerk checked and verified the consignment notes issued by the supplying estates for the in-coming RSPO and non-RSPO FFBs. KPOM still kept copies of the FFB Consignment Notes or FFB Delivery Notes issued by the supplying estates.
<b>E 4.2</b>	The site shall inform the CB immediately if there is a projected overproduction.	There was no overproduction of certified FFBs during the period under review (Feb 2016 – Jan 2017).
<b>E.5</b> E.5.1	<b>Record keeping</b> a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.  b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.  c) The site can only deliver Mass Balance sales from a positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short (i.e. product can be sold before it is in stock)	a) KPOM had continued to keep record and balances of all receipts of RSPO-certified FFBs and deliveries of RSPO-certified CPO and PK on a three-monthly basis in the table 'Mass Balancing Record for Oil Mill'. b) For the period from Feb 2016 to Jan 2017, KPOM had delivered a total of 30,217.87MT of RSPO-certified (MB) CPO and 17,151.35MT of RSPO-certified (MB) PK. All the certified CPO was delivered to Sime Darby Jomalina Refinery and Sime Darby Nuri Refinery. For PK, all was delivered to Sime Darby Nuri Kernel Crushing Plant for crushing. c) The Mass Balancing Record for Oil Mills –KPOM indicated both positive balances for the certified CPO and palm kernel.  Selected weighbridge tickets issued during Feb 2016 to Jan 2017 by KPOM for delivery of RSPO-certified CPO were verified and found to have indicated all the required information including the status of the products (RSPO MB). With respect to the delivery of PK, randomly selected weighbridge tickets issued by KPOM during the months of Feb 2016 to Jan 2017 were verified. All weighbridge tickets issued had indicated the status of the PK (RSPO MB).
<b>E 5.2</b>	In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.	KPOM was not involved in crushing of the kernels. All of the kernel produced by KPOM was delivered to KCP Carey Island and Nuri Kernel Crushing Plant, another company under the Sime Darby Group in Carey Island, Kuala Langat, Selangor.

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**Attachment 6**

**Status of Non-conformities Previously Identified**

<b>P &amp; C Indicator</b>	<b>Specification Major/Minor</b>	<b>Detail Non-conformances</b>	<b>Corrective Action</b>	<b>Verification by Assessor</b>
Indicator: 2.2.2	Minor	<p><b>NCR #: HO 01 2016</b> Auditor found that Physical markers along the legal boundaries not always able to locate and visibly maintained. i) Physical markers along the legal boundaries of below operating units not consistently able to locate and visibly maintained. (a) Kemuning Estate (Tebong and Rumbia Divisions). (b) Tangkak Estate (Ayer Panas Division).</p>	To replace physical markers and marked it on the Estate's GPS map. To liaise with GPS/GIS survey team on this matter.	Boundary stones / markers observed visibly maintained.  <b>Status : Closed</b>
Indicator: 4.4.1	Minor	<p><b>NCR #: MZK 01 2016</b> Auditor found that the estate water management plan failed to identify and implemented the plan for water in water treatment tank at Rumbia Division and Tebong Division. • Sighted that in Water Analysis Test Report by Norulhuda Yusof from Sime Darby R&amp;D Centre Carey Island water in Water tank at Rumbia Division and Tebong Division the PH is below the Guideline Domestic use and the estate management failed to identify and implemented this issue in the water management plan.</p>	Action Plan on monitoring of water in water treatment tank will be include in the water management plan.	Water management Plan for Year 2016/2017 was updated and included monitoring of water in water treatment tank. Estate management has monitoring this issue.  <b>Status : Closed</b>
Indicator: 6.2.3	Minor	<p><b>NCR #: HO 02 2016</b> Auditor found No evident of records of efforts, action taken and communication in response to some of inputs from stakeholders Records of efforts action taken and communication in response to some of inputs from stakeholders below are yet to evident: • Complaint on quality of drinking water: Kempas POM. Kemuning Estate, Tangkak Estate (Ayer Panas Division). • Complaint on insufficient water supply for workers' linesite: Kempas POM. • Complaint on late house repair: Kemuning Estate. • Complaint on late payment to new canteen operator for food and drinks supplies: Kempas POM. • Complaint on less variety of menus for food provided for workers working on night shift: Kempas POM.</p>	<ol style="list-style-type: none"> <li>1. Only records of complaint for house repair available.</li> <li>2. Estate and mill to establish internal and external complaint book and to ensure all complaints will be captured and recorded in this book.</li> <li>3. Estate management will communicate to all workers and stakeholder on the progress of any complaints received</li> </ol>	<p>- Complaint Books (for Workers and External) established. - Recurrence issued observed regarding to insufficient water supply for workers' linesite: Kempas POM</p> <p><b>Status : Upgrade to Major NCR under 6.1.3</b></p>

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Attachment 7

Time Bound Plan

**SDP - RSPO Certification Status for Malaysia Operations**

SOU NO	Name of SOU	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	Sg. Dingin	Karangan, Kedah	12 Aug '10	11 Aug '20	SPO 550179	
2	Chersonese	Kuala Kurau, Perak	5 Oct '11	4 Oct '21	CU-RSPO-815148, SPO 590800	
3	Elphil	Sg Siput, Perak	18 Jun '11	17 Jun '21	SPO 550180	
4	Flemington	Teluk Intan, Perak	5 Oct '11	4 Oct '21	CU-RSPO-819144, SPO 590802	
5	Seri Intan	Teluk Intan, Perak	3 Mar '11	2 Mar '21	CU-RSPO-811218, RSPO 0015	
5	Selaba	Teluk Intan, Perak	3 Mar '11	2 Mar '21	CU-RSPO-819142, RSPO 0016	
5a	Sg Samak		3 Mar '11	NA	NA	Withdrawn. Ceased Operation.
6	Tennamaram	Bestari Jaya, Selangor	3 Mar '11	2 Mar '21	CU-RSPO-819143, RSPO 0014	
7	Bkt Kerayong	Kapar, Selangor	15 Apr '11	14 Apr '21	RSPO 550181	
8	East	Carey Island, Selangor	19 May '10	18 May '20	SPO 543543	
9	West	Carey Island, Selangor	19 May '10	18 May '20	SPO 543594	
9a	Sepang	Sepang, Selangor	19 May '10	NA	NA	Withdrawn. Ceased Operation.
10	Bukit Puteri	Raub, Pahang	7 Jul '16	6 Jul '21	CU-RSPO-815147, 18502206 001, 854 502 14020	
11	Kerdau	Temerloh, Pahang	7 Jul '16	6 Jul '21	CU-RSPO-819155, 18502207 001, 854 502 14019	
12	Jabor	Kuantan, Pahang	7 Jul '16	6 Jul '21	CU-RSPO-819156, RSPO 928288, 854 502 14049	
13	Labu	Nilai, Negeri Sembilan	30 Dec '11	29 Dec '16	CU-RSPO-819163, SGS-RSPO/PM/MY13/ 01284, 854 502 14039	Recertification of Labu POM is in progress. PalmTrace License is valid till end of March 2017 in the PalmTrace system.

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14	Tanah Merah	Port Dickson, Negeri Sembilan	19 May '10	18 May '20	SPO 541905	
15	Sua Betong	Port Dickson, Negeri Sembilan	18 Feb '14	17 Feb '19	SPO 600305, 824 502 16032	Sua Betong Oil Mill has been commissioned to replace Rantau Oil Mill.
16	Kok Foh	Bahau, Negeri Sembilan	7 Jul '16	6 Jul '21	CU-RSPO-819157, RSPO 928188, 824 502 16051	
17	Kempas	Jasin, Melaka	19 May '10	18 May '20	RSPO 005	
18	Diamond Jubilee	Jasin, Melaka	5 Oct '11	4 Oct '21	CU-RSPO-819146, RSPO 591224	
19	Pagoh	Muar, Johor	28 Jan '14	27 Jan '19	SPO 600305	Pagoh Oil Mill has been commissioned to replace Nordanal Oil Mill.
19a	Yong Peng	Yong Peng, Johor	20 Oct '10	19 Oct '15	SPO 550182	Withdrawn. Ceased Operation.
20	Chaah	Chaah, Johor	18 Nov '10	17 Nov '20	RSPO 548299	
21	Gunung Mas	Kluang, Johor	19 May '10	18 May '20	RSPO 901888	
22	Bukit Benut	Kluang, Johor	5 Oct '11	4 Oct '21	CU-RSPO-819147, RSPO 591229	
23	Ulu Remis	Layang-layang, Johor	11 Apr '16	10 Apr '21	SGS-RSPO/PM-00722, 824 502 16042	
24	Hadapan	Layang-layang, Johor	29 Mar '11	28 Mar '21	824 502 16040	
25	Segaliud	Sandakan, Sabah	20 May '10	19 May '15	SPO 547123	Withdrawn. Ceased operation.
26	Sandakan Bay	Sandakan, Sabah	1 Oct '08	30 Sep '18	SPO 537872	
27	Melalap	Tenom, Sabah	21 Jan '11	20 Jan '21	SPO 547124	
28	Binuang	Kunak, Sabah	16 Jan '09	12 Jul '20	RSPO 001	
29	Giram	Kunak Sabah	16 Jan '09	12 Jul '20	RSPO 002	
30	Merotai	Tawau, Sabah	16 Jan '09	12 Jul '20	RSPO 004	
30a	Jeleta Bumi	Kunak, Sabah	24 May '10	NA	NA	Withdrawn. Ceased operation.
30b	Mostyn	Kunak Sabah	16 Jan '09	NA	NA	Withdrawn. Ceased operation.
31	Lavang	Bintulu, Sarawak	30 Dec '11	29 Dec '21	CU-RSPO-819166, MUTURSPO/053	
32	Rajawali	Bintulu, Sarawak	30 Dec '16	29 Dec '21	CU-RSPO-819167, RSPO 0020	
33	Derawan	Bintulu, Sarawak	30 Dec '11	29 Dec '21	CU-RSPO-819169, RSPO 0019	
34	Pekaka	Bintulu, Sarawak	30 Dec '11	29 Dec '21	CU-RSPO-815150, MUTURSPO/054	



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**SDP- RSPO Certification Status for Indonesia Operations**

NO	Name of PT	Name of Mill	Location	Date of Certification	End Date of Certification	Certificate Number	Remarks
1	PT LAHAN TANI SAKTI	ALUR DUMAI	Bagan Sinembah/Tanh Putih, Pujud, Rokan Hilir, Riau	16 Jan '12	16 Jan '17	MUTU-RSPO/011	
2	PT SAJANG HEULANG	ANGSANA MINI	Sebamban, Indonesia	6 Jul '11	6 Jul '16	MUTU-RSPO/006b	Mill closed down.
3		MUSTIKA OIL MILL		3 Jul '13	3 Jul '18	MUTU-RSPO/027	
4	PT LADANGRUMPUN SUBURUBADI	ANGSANA	Sebamban, Indonesia	9 Nov '16	8 Nov '21	MUTU-RSPO/006a	
5	PT LANGGENG MUARAMAKMUR	BEBUNGA	Pamukan Utara, Tanah Grogot, Kotabaru/Pasir, Kalimantan Selatan/Kalimantan Timur	16 Mar '12	16 Mar '17	MUTU-RSPO/014	
6	PT KRIDATAMA LANCAR	SUKAMANDANG	Seruyan Tengah, Sampit, Seruyan, Kalimantan Tengah	2 Sept '16	1 Sept '21	MUTU-RSPO/003	
7	PT BAHARI GEMBIRA RIA	LADANG PANJANG	Kumpeh Ulu, Jambi, Muaro Jambi, Jambi	9 Jul '12	9 Jul '17	MUTU-RSPO/019	
8	PT TUNGGAL MITRA PLANTATIONS	MANGGALA	Riau, Indonesia	25 Nov '10	24 Nov '20	MUTU-RSPO/002	
9	PT PARIPURNA SWAKARSA	PONDOK LABU	Pamukan Selatan, Tanah Grogot, Kotabaru, Kalimantan Selatan	16-Mar-12	16-Mar-17	MUTU-RSPO/016	
10	PT BERSAMA SEJAHTERA SAKTI	GUNUNG ARU	Sebamban, Indonesia	5-Jul-11	5-Jul-16	MUTU-RSPO/005	
11	PT GUTHRIE PECCONINA	RANTAU PANJANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	16 Mar '12	16 Mar '17	MUTU-RSPO/017	

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12	PT LAGUNA MANDIRI	RANTAU	Sungai Durian, Kotabaru, Kalimantan Selatan	30 Dec '11	30 Dec '16	MUTU-RSPO/009	Recertification of Rantau POM is in progress. PalmTrace License is valid till end of Feb 2017 in the PalmTrace system.
13		BETUNG OIL MILL		1 Apr '14	1 Apr '19	MUTU-RSPO/035	
14	PT INDOTRUBA TENGAH	SEKUNYIR	Kalimantan Tengah, Indonesia	23 Nov '10	22 Nov '20	MUTU-RSPO/001	
15	PT SWADAYA ANDIKA	SELABAK	Sungai Durian, Kotabaru, Kalimantan Selatan	16 Mar '12	16 Mar '17	MUTU-RSPO/015	
16	PT BINA SAINS CEMERLANG	SG PINANG	Muara Lakitan, Lubuk Linggau, Musi Rawas, Sumatera Selatan	11 Sep '12	11 Sep '17	MUTU-RSPO/020	
17	PT TEGUH SEMPURNA	PEMANTANG	Kuala Kuayan, Sampit, Kotawaringin Timur, Kalimantan Tengah	9 Sept '16	8 Sept '21	MUTU-RSPO/004	
18	PT BHUMIREKSA NUSA SEJATI	TELUK BAKAU	Pelangiran, Sg.Guntung, Indragiri Ilir, Riau	1 Dec '16	30 Nov '21	MUTU-RSPO/008	
19		MANDAH OIL MILL		1 Apr '14	1 Apr '19	MUTU-RSPO/036	
20	PT ANEKA INTIPERSADA	TELUK SIAK	Tualang, Perawang, Siak, Riau	8 Dec '16	7 Dec '21	MUTU-RSPO/007	
21	PT TAMACO GRAHA KRIDA	UNGKAYA	Witaponda, Kolonodale, Morowali, Sulawesi Tengah	10 Jul '12	10 Jul '17	MUTU-RSPO/018	
22	PT SIME INDO AGRO	BK AJONG	Kalimantan Barat, Indonesia	18 Jul '16	17 Jul '21	MUTU-RSPO/088	
23	PT PADANG PALMA PERMAI/PT PERKASA SUBUR SAKTI	BLANG SIMPO	Karang Baru, Kuala Simpang, Aceh Tamiang, Nangroe Aceh Darussalam	3 May '13	3 May '18	MUTU-RSPO/026	

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24	PT SANDIKA NATAPALMA/PT BUDIDAYA AGRO LESTARI	LEMBIRU	Desa Suka Karya Kec. Marau Kab. Ketapang, Kalimantan Barat	3 Jul '14	2 Jul '19	MUTU-RSPO/044	
25	PT MITRAL AUSTRAL SEJAHTERA	MAS Mill	Desa Rahayu Kec. Parindu Kab.Sanggau, Kalimantan Barat	NA	NA	NA	Pending certification by RSPO EB.