



# **RSPO PRINCIPLES AND CRITERIA GROUP CERTIFICATION REPORT**

(Annual Surveillance Assessment 2)

## **Lumnam Kadae Pattana Oil Palm Community Enterprise Group**

RSPO Membership No.: 1-0169-14-000-00

34 Moo 7, Changkhwa, Kanchanadit, Suratthani 84160 Thailand

**Date of assessment: 17-18 April 2017**

## PUBLIC SUMMARY REPORT

<b>BV Contract No.</b>	TH2566047	<b>Date Contract</b>	10 Dec 2016
<b>Name of Group</b>	Lumnam Kadae Pattana Oil Palm Community Enterprise Group		
<b>Address of Group</b>	34 Moo4, Changkhwa, Kanchanadit , Suratthani 84160, Thailand		
<b>Group Manager's Name</b>	Ms. Auraiwan Phonphai	<b>Contact Details</b>	saengsiri2011@gmail.com / Phone: 077-278600 / Fax:077-310938
<b>Country</b>	Thailand		
<b>Group e-mail</b>	-	<b>Website</b>	-
<b>Certification Scope</b>	Production of FFB from independent smallholders		
<b>Trading system</b>	<input type="checkbox"/> Physical trading <input type="checkbox"/> Book and claim <input checked="" type="checkbox"/> Physical trading and Book and Claim		
<b>Type of Certificate Holder</b>	Independent Smallholder Group Certification		
<b>RSPO Membership No.</b>	1-0169-14-000-00	<b>Date Registration</b>	1 November 2014
<b>RSPO Certificate No.</b>	BVC-RSPO-20170731-01	<b>Date of Issue</b>	31.07.2017
		<b>Date of Expiry</b>	20.05.2020
<b>Supply Chain Module</b>	Identity Preserved		
<b>No. of Smallholders</b>	125	<b>Certified Area (Ha)</b>	723.29
<b>Annual FFB Produced (MT)</b>	12,417.38	<b>Annual PK Produced (MT)</b>	620.87
<b>Annual CPO Produced (MT)</b>	2,483.48	<b>Annual PKO Produced (MT)</b>	279.39
<b>Annual PKE Produced (MT)</b>	341.48		

End of Public Summary

## EVALUATION INFORMATION

MAIN ASSESSMENT			
<b>Dates:</b>	12-13 December 2014		
<b>Lead Auditor:</b>	Dr Chaiyaporn Seekao		
<b>Audit Team Members:</b>	Ms. Saowalak Thongsong, Asso. Prof. Dr. Benchamaporn Pimpa		
<b>Technical Reviewer:</b>	Dr Ganapathy Ramasamy	<b>Date of Review:</b>	N/A
<b>Report approved by:</b>	N/A	<b>Date of Approval:</b>	N/A
<b>Certification Decision:</b>	21 May 2015	<b>Date of Decision:</b>	21 May 2015
SURVEILLANCE 01			
<b>Dates:</b>	25-26 February 2016		
<b>Lead Auditor:</b>	Dr Chaiyaporn Seekao		
<b>Audit Team Members:</b>	Ms. Warangkana Thongprapak, Ms. Saowalak Thongsong, Asso. Prof. Dr. Benchamaporn Pimpa		
<b>Technical Reviewer:</b>	NA	<b>Date of Review:</b>	NA
<b>Report approved by:</b>	NA	<b>Date of Approval:</b>	NA
<b>Certification Decision:</b>	10.08.2016	<b>Date of Decision:</b>	10.08.2016
SURVEILLANCE 02			
<b>Dates:</b>	17-18 April 2017		
<b>Lead Auditor:</b>	Dr Chaiyaporn Seekao		
<b>Audit Team Members:</b>	Mr. Prapas Nores, Mr Thanakorn Wainiyom		
<b>Technical Reviewer:</b>	M. Shazaley Abdullah	<b>Date of Review:</b>	27 Jul 2017 (TBU) 30 Jul 2017 (Approved)
<b>Report approved by:</b>	M. Shazaley Abdullah	<b>Date of Approval:</b>	30 Jul 2017
<b>Certification Decision:</b>	M. Shazaley Abdullah	<b>Date of Decision:</b>	30 Jul 2017
SURVEILLANCE 03			
<b>Dates:</b>			
<b>Lead Auditor:</b>			
<b>Audit Team Members:</b>			
<b>Technical Reviewer:</b>		<b>Date of Review:</b>	
<b>Report approved by:</b>		<b>Date of Approval:</b>	
<b>Certification Decision:</b>		<b>Date of Decision:</b>	
SURVEILLANCE 04			
<b>Dates:</b>			
<b>Lead Auditor:</b>			
<b>Audit Team Members:</b>			
<b>Technical Reviewer:</b>		<b>Date of Review:</b>	
<b>Report approved by:</b>		<b>Date of Approval:</b>	
<b>Certification Decision:</b>		<b>Date of Decision:</b>	

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Sustainable Oil Palm Community Enterprise Group

## LIST OF ABBREVIATION

Short Form	Meanings
CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
CU	Certification Unit
DID	Department of Drainage and Irrigation, Malaysia
DOE	Department of Environment, Malaysia
EFB	Empty Fruit Bunch
EIA	Environment Impact Assessment
EMS	Environmental Management System
EQA	Environmental Quality Act
ERT	Endangered, Rare and Threatened species
FFA	Free Fatty Acids
FFB	Fresh Fruit Bunches
Ha	Hectare
HCV	High Conservation Value
HDPE	High Density Polyethylene
IPM	Integrated Pest Management
ISO	International Organization for Standardization
IUCN	International Union for Conservation of Nature and Natural Resources
JUPEM	Jabatan Ukur dan Pemetaan Malaysia (Department of Survey and Mapping Malaysia)
K	Potassium
kW	Kilowatt
m	Meter
Mg	Magnesium
mm	Millimeter
MT	Metric ton
N	Nitrogen
NGO	Non Governmental Organization
OER	Oil Extraction Rate
OSH	Occupational Safety & Health
P	Phosphate
P & C	Principles and Criteria
PK	Palm Kernel
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
SOP	Standard Operating Procedures
Sdn Bhd	Sendirian Berhad (Private Limited)
SEIA	Social and Environment Impact Assessment
Sg	Sungai
SOP	Standard Operating Procedures
SPC	Senior Plantation Controller
USECHH	Use and Standards of Exposure of Chemicals Hazardous to Health
WHO	World Health Organization

## 1. SCOPE OF THE CERTIFICATION ASSESSMENT

### 1.1 Introduction

The assessment for Lumnam Kadae Pattana Oil Palm Community Enterprise Group has been conducted against **RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7<sup>th</sup> Mar 2016)** by Bureau Veritas Certification Hong Kong Limited during 17-18 April 2017.

The group of independent smallholders has been established since 2012 and directly managed by Ms. Auraiwan Phonphai (Group Manager) who is supported by the partnering mill (Seangsiri Agro Industry Co., Ltd). The group administration office is supported by Kanchanadij Agricultural Office. Meanwhile, the Chief of Kanchanakij Agricultural Office has been invited by the group as the advisor. The address of group administration office is 34 Moo 4, Changkhwa, Kanchanadit, Suratthani 84160. Lumnam Kadae Pattana Oil Palm Community Enterprise Group is a member of RSPO since 1 November 2014 with membership number 1-0169-14-000-00. Total combined land areas of the group smallholders are 723.29 ha of which 672.15 ha had been planted with oil palm.

Financial operation is fully supported by the partnering mil for all group members of Lumnam Kadae Pattana Oil Palm Community Enterprise Group without any conditions. The purpose of the RSPO group certification supported by the partnering mill is to secure supply of the sustainably products to the partnering mill. Meanwhile, group members will be paid a premium price from selling certified FFB to the partnering mill. However, the group can be earned monetary benefit from RSPO certified volume sold via Book and Claim when some certified volume of products are allocated to sell via Book and Claim.

The certification unit consisted of plots owned by formal members of the group and group administration office. Therefore, the certification scope for the CU is Production of FFB from independent smallholders. According to the latest announcement from RSPO executive on December 2014 indicating that the two trading systems between RSPO credits in PalmTrace and physical trading of FFB to mill are now linked, the group has decided to take opportunity of certification for using both trading systems. Therefore, other certified products (CPO, PK, PKO and PKE) will be converted from total certified quantity of FFB for the group using guideline from RSPO.

### 1.2 Location and Description of Group Managers

Lumnam Kadae Pattana Oil Palm Community Enterprise Group is located in Suratthani province, Thailand. Overview of the Group location is simplified in the Table 1 below. Details of group members and location maps of smallholders participated in this certification can be referred in **Appendix 6** and **Appendix 7**, respectively. Majority of the crops produced by the smallholdings are delivered to supporting palm oil mill, namely Seangsiri Agro Industry Co., Ltd.

**Table 1: Details of Group Managers**

Name of the Group	GPS Coordinate		Location Address
	Longitude	Latitude	
Lumnam Kadae Pattana Oil Palm Community Enterprise Group	9° 09' 948" N	99° 28' 296" E	34 Moo 4, Changkhwa, Kanchanadit, Suratthani 84160

### 1.3 Description of Independent Smallholders producing FFBs

The FFB is sourced from plantation which is directly managed by group members who are named in the **Appendix 6**. Currently, there are 125 independent smallholder members in this group covering an area of 723.29 ha palm oil plantation. Majority of individual group member have supplied their FFB to the partnering mill (Seangsiri Agro Industry Co., Ltd). Even though there are some traders (intermediaries) listed as the approved vendors for the partnering mill, FFB supplied by group members to these traders will be non-RSPO certified. This condition has been mutually agreed by group members during the group meeting on 18 March 2016.

For those group members who supply FFB to the partnering mill, the identity card (ID) issued by the group for individual group members will be used within the partnering mill for identification and traceability of group members even though majority of group members engaged sub-contractors for transporting their FFB to the partnering mill. The weighing bill issued by the mill will indicate the group member's name for traceability and identification. The weighing bills for all group members can also be used to calculate annual FFB production. This system can be used to track and trace FFB produced by the group members even though the group is not responsible for selling of FFB produced by each group member.

According to the trading system from announcement from RSPO executive on December 2014 indicates that the two trading systems of Book and Claim and physical trading can now be linked, the group has decided to use both systems.

### 1.4 Date of Planting and Cycles

#### 1.4.1 Date of planting

The details of the CU certified area and its planting profiles are described in **Table 2** and **Table 3**.

**Table 2: Details of Certified Area**

Name of the Group	Total Titled Area (Ha) or total certified area	Planted Area (Ha)		Un-Planted Area (Ha)		
		Oil Palm	Other agricultural products	HCV	Conservation	Facilities / Others*
Lumnam Kadae Pattana Oil Palm Community Enterprise Group	723.29	672.15	39.62	0	0	11.52

\*Facilities/others include storage, housing, roads, etc.

- Remark:** 1) Total other agricultural product areas consists of rubber tree plantation and durian crop product field at 22.81 ha and 16.81 ha, respectively
- 2) Facilities and other areas consist of pond and housing area at 5.07 ha and 6.45 ha, respectively

Tables below show the details of the year of establishment of the CU's supplying estates and their planting profiles.

**Table 3: Age Profiles for the Independent Smallholders**

Year of planting	Areas (ha)	Maturity Status	Planting Cycles
Before 1985	5.1384	Mature	First cycle = 2 member
1985-1986	4.5376	Mature	Second cycle = 1 member
1987-1988	27.3092	Mature	First cycle = 1 member , second cycle = 1 member
1989-1990	6.6108	Mature	First cycle = 2 members
1991-1992	0.9120	Mature	First cycle = 1 member
1993-1994	3.0400	Mature	First cycle = 1 member
1995-1996	14.3664	Mature	First cycle = 5 members
1997-1998	40.172	Mature	First cycle = 11 members
1999-2000	28.5900	Mature	First cycle = 9 member, second cycle = 1 member
2001-2002	123.5044	Mature	First cycle = 28 member
2003-2004	81.9376	Mature	First cycle = 28 members , second cycle = 1 member
2005-2006	135.7972	Mature	First cycle = 33 members
2007-2008	91.3508	Mature	First cycle = 31 members
2009-2010	34.7452	Mature	First cycle = 18 members
2011-2012	30.8952	Mature	First cycle = 16 members
2013	23.1352	Mature	First cycle = 3 members , second cycle = 2 members
2014	10.2216	Mature	First cycle = 1 member , second cycle = 1 member
2015	4.4224	Immature	First cycle = 2 members
2016	5.4644	Immature	First cycle = 3 members
	<b>672.1504</b>		

#### 1.4.2 Replanting program

Most of group members may not carry out replanting even though the age of oil palm range 25-30 years due to financial difficulty. However, group manager collected the replanting program from the group members. Here below are the replanting programs in the next 3 years (2018-2020).

- In 2018, there are 3 group members planned to replant. Total area for replanting is about 9.67 ha
- In 2019, there are 2 group members planned to replant. Total area for replanting is about 33.92 ha
- In 2020, there are 7 group members planned to replant. Total area for replanting is about 18.31 ha

### 1.5 Other Certification Held by the Certificate Holder

None

### 1.6 Organizational Information/Contact Person

The contact person for Lumnam Kadae Pattana Oil Palm Community Enterprise Group and Organizational Chart showing the certification scheme are as below.

Name of Organization	: Lumnam Kadae Pattana Oil Palm Community Enterprise Group
Head Office Address	: 34 Moo 4, Changkhwa, Kanchanadit , Suratthani 84160 Thailand
Websites	: -
Head Office Telephone No.	: 077-278600
Head Office Fax No.	: 077-310938
RSPO Membership No.	: 1-0169-14-000-00
Contact Person	: Ms. Auraiwan Phonphai
Position	: Group manager
Telephone No./Mobile No.	: 077-278600 / 0901609174
e-mail Address	: saengsiri2011@gmail.com

### 1.7 Tonnage to be certified

Information for quantity to of products to be declared as certified by the Certification Unit for the certification year is tabulated in Table 4 and Table 5.

**Table 4: Certified Products sold and Claimed for the Certification Period  
(May 2016 – 6 April 2017)**

Supply Chain Model	Quantity Claimed for the Certification Year (MT)				
	Physical trading	Book and claim (Palm Trace credit)			
	FFB	CPO	PK	PKO	PKE
Identity Preserved	5,214.998	-	-	-	71
Mass Balance	-	-	-	-	-

**Table 5: Actual Products Claimed for Last Certification Period (May 2016 – 6 April 2017)**

	Quantity for Last Reporting Period (MT)		Projected Quantity for Next Reporting Period (MT)
	Actual quantity claimed	Certified volume in previous certification	
Certified FFB	5,214.998 <sup>/2</sup>	7,588	12,417.38 <sup>/3</sup>
Certified CPO	-	1,517	2,483.48
Certified PK	-	379	620.87
Certified PKO	-	170	279.39
Certified PKE	71 <sup>/1</sup>	208	341.48

- Remark:**
- 1) PKE sold through GreenPalm at 71 tons could be converted into FFB production at 2,581.81 tons.
  - 2) Total quantities of FFB of 5,214.998 tons produced by group members are supplied to the partnering mill (Seangsiri Agro Industry Co., Ltd) only. But only 5,002 were sold with RSPO claim to the partnering mill. Moreover, there are some FFB generated by group member that have sold with non-RSPO claimed to another mill and traders.
  - 3) To estimate projected FFB in the next reporting period, the previous FFB production of 18.75 tons/ha/year in the past year was used. Based on this consequence, the estimated FFB production is 12,417.38 tons. For the other certified products (CPO, PK, PKO and PKE), RSPO announcements regarding the certified FFB Trading and Smallholder Green Certificates April 11, 2013 was used to estimate the amount of the certified volume in each product as indicated in Table above.

**1.8 Time-bound Plan/Progress against Time Bound Plan**

See Appendix 1.

**1.9 Progress of Associated Smallholders or Out-growers Towards compliances with Relevant Standards**

Not applicable because this is group certification for smallholders

**1.10 Partial certification**

1.10.1 General

Organizations that have a majority shareholding\* in and/or management control of more than one autonomous company growing oil palm will be permitted to certify individual management units and/or subsidiary companies only if all the following are complied with the requirements mentioned below.

*\*Majority shareholding: the largest shareholding. Where the largest shareholdings are equal (e.g. 50/50) this applies to the organisation that has management control*

Requirement	Findings/Compliance
The parent organization or one of its majorities owned and/or managed subsidiaries is member of RSPO.	Not applicable
For groups with complex management structures the following are required: a. A statement of the ultimate controlling shareholders and directors in the managing agency company/companies. b. Ditto in respect of each of the operating groups. c. Application for membership by the top asset owning company/companies. d. (d) Application for membership by the managing agency company/companies	Not applicable

If one of above mentioned requirements is non-compliant, this leads to a major non-conformity. The following requirements about a time bound plan (2.2) and requirements for uncertified management units and/ or holdings (2.3) are applicable, if the registered RSPO member is the holding company or one of its subsidiaries.

### 1.10.2 Requirements for Time Bound Plan

Requirement	Findings/Compliance
A challenging time-bound plan for certifying all its relevant entities (Relevant entities – including both the business units and parent company(ies)' commitment to RSPO, membership status and involvement with palm oil for each subsidiary) is available. The time-bound plan should contain a list of subsidiaries, estates and mills.	All formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group are certified. A requirement for the time-bound plan is not relevant.
The time bound plan is appropriate (in particular, the time scale is sufficiently challenging, taking into account circumstances around each entity), taking into account comments received from stakeholders following the public consultation process.	Not applicable because all formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group are certified. A requirement for the time-bound plan is not relevant.
What is the progress of this plan since the last audit? (if the last audit was done by another CB, the time-bound plan shall be accepted at the moment of first acceptance and only check continued appropriateness shall be checked).	Not applicable because all formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group are certified. A requirement for the time-bound plan is not relevant.
Are there any revisions to the time-bound plan or to the circumstances of the company?	Not applicable because all formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group are certified. A requirement for the time-bound plan is not relevant.
If the previous question was answered with yes, the plan shall be reviewed for whether it is still appropriate, such that changes to the time-bound plan are permitted only where the organisation can demonstrate that they are justified. The requirements will also apply to any newly acquired subsidiary from the moment that the company is legally registered with the local notary or chamber of commerce (or equivalent).	Not applicable because all formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group are certified. A requirement for the time-bound plan is not relevant.

Where there are isolated lapses in implementation of a time-bound plan, a minor non-compliance is raised. Where there is evidence of systematic failure to proceed with implementation of the plan, a major non-compliance is raised.

### 1.10.3 Requirements for Uncertified Management Units/or holdings

Requirement	Findings/Compliance
No replacement of primary forest or any area identified as containing High Conservation Values (HCVs) or required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. Any new plantings since January 1st 2010 must comply with the RSPO New Plantings Procedure.	Even though some formal members of the Lumnam Kadae Pattana Oil Palm Community Enterprise Group have recently planted their plantation, the previous land used before converting to palm oil plantation was agricultural area e.g. paddle field and rubber plantation.
Land conflicts, if any, are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5. and 7.6.	All square meters of land owned by all formal members have been alienated with land deeds, licenses from the governmental authorities concerned such as Department of Land, Agricultural Land Reform Office of Ministry of Agriculture and Cooperatives

Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	There is no labour disputes
Legal non-compliance, if any, are they being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1.	There is no legal non-compliance

For requirements above, the definition of major and minor non-compliance is stated in the RSPO P&C. For example, if a non-compliance against a major indicator in a non-certified holding/management unit is identified, the current certification assessment cannot proceed to a successful conclusion unless that is actively addressed;

Failure to address any outstanding non-compliances may lead to certificate suspension(s), in accordance with the provisions of these Certification Systems.

## 2. ASSESSMENT PROCESS

### 2.1 Assessment Methodology and Programme

The assessment was conducted on 17 April 2017 to 18 April 2017 at the Group Manager's Office and onsite audit involving 125 members of Lumnam Kadae Pattana Oil Palm Community Enterprise Group respectively. The audit covers documentation review, internal procedures, management system, field inspection as well as identification of any significant issues for both environment or social issues. Details of the actual assessment programme are given in Appendix 2 (Audit Plan).

A sample of stakeholders was consulted during the assessment to get their feedback on the management doing. The assessment was conducted based on sample in which regulated under RSPO Management System Requirements and Guidance for Group Certification of FFB Production (March 2016).

Under the requirement, size of samples was based on formula  $(0.8/y) \times (z)$ ; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. Based on risk assessment from desk review, medium risk level ( $z = 1.2$ ) was determined. Therefore, total number of smallholder to be audited resulting from  $0.8 \times \text{square root of } 125 \times 1.2$  was 11.

For the purpose of sampling audit, risk assessment of the group member and group manager was carried out prior to the certification assessment through the documentation. The risk assessment will based on factors i.e. geographically as well as socioeconomically, there are current replanting activities (very small scale due to the size of smallholder), there are new members, the group is well established.

### 2.2 Date of Next Surveillance Visits

The next surveillance assessment shall be carried out by Bureau Veritas within nine to twelve months from the date of expiry for the trading license (Palm Trace License).

### 2.3 Lead Assessor and Assessment Team Qualification

Bureau Veritas holds copies of educational qualifications, certificates and audit logs for each of the audit team members. This assessment has been conducted by 3 approved assessors which hold sufficient qualification and experiences to conduct RSPO Assessment. Summary of auditors' background and qualifications are listed in Table 6 below.

**Table 6: Auditors Profile and Qualification**

<b>Assessment Team Leader: Dr. Chaiyaporn Seekao</b>		
Requirements	Description	
A minimum of post high school (post-secondary school) training in either agriculture/forestry, environmental science or social sciences;	<ul style="list-style-type: none"> <li>- May 2015, Ph.D (Environmental Management) full Scholarship at The International Postgraduate Programs in Environmental Management (Hazardous Waste Management), Chulalongkorn University, THAILAND</li> <li>- April, 2006, hold Master of Science (Sustainable Land Use and Natural Resource Management) degree from Kasetsart University, THAILAND.</li> <li>- April, 2002, hold Bachelor of Science (Fisheries) degree from Kasetsart University, THAILAND</li> </ul>	
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	<ul style="list-style-type: none"> <li>- October 2009 to present: work at TÜV NORD (Thailand) Ltd. and was responsible for several standards such as ISO9001:2008, GMP, HACCP, FAMI-QS, GLOBALG.A.P and RSPO</li> <li>- Year 2008-2009: worked at Team Consulting Engineering and Management Co., Ltd., consultancy company, and was responsible for conducting the Environmental Impact Assessment (EIA) study which includes HCV, biodiversity social and health impact assessment</li> <li>- Year 2006-2008: worked Virbac (Thailand) Co.,Ltd , responsible for Act as GMP and HACCP (QMR)</li> <li>- Year 2005-2006: worked at Food and Agriculture Organization of the United Nations (FAO)</li> <li>- Year 2002-2005: worked at Department of Fisheries, Ministry of Agriculture and Cooperatives</li> </ul>	
Training in the practical application of the RSPO criteria, and RSPO certification systems;	<ul style="list-style-type: none"> <li>- RSPO Lead Auditor Course Organized by Stepwise Support Programme during April 12-16, 2010, Johor Bahru, Malaysia</li> <li>- HCV and its application in RSPO Organized by WildAsia during August 28-29, 2012 at Krabi, Thailand</li> </ul>	
Successfully completion of an ISO 9000:19011 lead assessors course;	<ul style="list-style-type: none"> <li>- ISO 9001:2008 Series Auditor/Lead Auditor Training Course (Course No: A17086 Certificated by IRCA) Organized by Robere &amp; Association (Thailand) Ltd. October 26-30, 2009, Bangkok, Thailand</li> </ul>	
A supervised period of training in practical assessment against the RSPO criteria or similar sustainability standards, with a minimum of 15 days assessment experience and at least 3 assessments at different organisations.	Having more than 50 days of audit in more than 10 palm oil companies (March 2010 – December 2015)	
<b>Team Member(s): Mr. Prapas Nores, Mr Supiwat Nentakong</b>		
Requirement	Team Members Name	Description
Field working experience in the palm oil sector, or demonstrable equivalent.	Dr. Chaiyaporn Seekao (CS)	<ul style="list-style-type: none"> <li>• Since 2010 experience as RSPO auditor performing more than 10 RSPO P&amp;C audits</li> <li>• Year 2005-2006: worked at Food and Agriculture Organization of the United Nations (FAO) as responsible for Closely coordinate with governmental sector, international organization, national organization, embassy, university and NGOs where has involved in providing tsunami relief to establish the tsunami assistance database, Involve to study and establish the short and long term plans to assist the tsunami victims in Thailand especially recovery their</li> </ul>

		household, occupation and livelihood and Conduct the public hearing/consultations for obtaining the comments and any feedback from all stakeholders.
	Mr. Prapas Nores (PN)	More than 10 years' experience in forest and palm oil plantation with his ex-company and his own business. Hence, he has more than 10 years' experience in working in the palm oil sector
Good Agricultural Practices (GAP), and Integrated Pest Management (IPM), pesticide and fertilizer use.	Dr. Chaiyaporn Seekao (CS)	More than 3 years auditing experience against GLOBALG.A.P which is the standard concerning to good agriculture practices. More than 5 years of experience with Department of Fisheries in involving to establish the Good Agriculture Standard released by Department of Fisheries of Thailand. Besides, experience obtained while working with Food and Agriculture Organization of the United Nations for rehabilitation project for agricultural farmers who were affected by tsunami in 2004. Since 2010 experience as RSPO auditor performing more than 10 RSPO P&C audits
	Mr. Prapas Nores (PN)	More than 10 years' experience in forest and palm oil plantation with his ex-company and his own business. Hence, he has more than 10 years' experience in working in the palm oil sector
Health and safety auditing on the farm and in processing facilities, for example OHSAS 18001 or Occupational, Health & Safety Assurance System.	Dr. Chaiyaporn Seekao (CS)	More than 3 years auditing experience against GLOBALG.A.P which is the standard concerning to the health and safety on the farm and processing level
	Mr. Prapas Noras (PN)	He has obtained the successful training courses and qualified as auditor for several standards e.g ISO9001, ISO14001, OHSAS18001
	Mr. Thanakorn Wainiyom (TW)	He has been qualified as auditor for several standards for almost two decades and had responsible to audit against ISO9001, ISO14001, TIS18001 and Thai Labor Standard (TLS) 8001 which includes OHSAS.
Worker welfare issues and social auditing experience, for example with SA8000 or related social or ethical accountability codes.	Dr. Chaiyaporn Seekao (CS)	More than 10 environmental and social impact assessment (ESIA) for huge project in Thailand and overseas
	Mr. Thanakorn Wainiyom (TW)	He has been qualified as auditor for several standards for almost two decades and had responsible to audit against ISO9001, ISO14001, TIS18001 and Thai Labor Standard (TLS) 8001 which includes OHSAS.
Environmental and ecological auditing, for example experience with organic agriculture, ISO 14001 or Environmental Management Systems (EMS).	Dr. Chaiyaporn Seekao (CS)	<ul style="list-style-type: none"> <li>Year 2008-2009: worked at Team Consulting Engineering and Management Co., Ltd., consultancy company, and had responsibility to Conduct the Environmental Impact Assessment (EIA) study which includes HCV, biodiversity social and health impact assessment CS also performed an audit and monitoring at project sites during</li> </ul>

		<p>the construction and commissioning period, to ensure that all construction and commission process/activities meet with EIA mitigation measures.</p> <ul style="list-style-type: none"> <li>• Year 2006-2008: worked at Virbac (Thailand) Co.,Ltd with responsible as GMP and HACCP coordinator (QMR) to coordinate with Department of Fisheries for GMP and HACCP certification,</li> <li>• Year 2005-2006: worked at Food and Agriculture Organization of the United Nations (FAO) with responsibility to coordinate with governmental sector, international organization, national organization, embassy, university and NGOs</li> <li>• Year 2002-2005: worked at Department of Fisheries, Ministry of Agriculture and Cooperatives</li> </ul>
	Mr. Prapas Noras (PN)	He has obtained the successful training courses and qualified as auditor for several standards e.g ISO9001, ISO14001, OHSAS18001
	Mr. Thanakorn Wainiyom (TW)	He has been qualified as auditor for several standards for almost two decades and had responsible to audit against ISO9001, ISO14001, TIS18001 and Thai Labor Standard (TLS) 8001 which includes OHSAS.
Fluent in Local Language and English	Dr. Chaiyaporn Seekao (CS)	Thai language is our mother language. This language will be used for the audit
	Mr. Prapas Noras (PN)	Thai language is our mother language. This language will be used for the audit
	Mr. Thanakorn Wainiyom (TW)	Thai language is our mother language. This language will be used for the audit

#### 2.4 Certification Body

Created in 1828, Bureau Veritas is a global leader in Testing, Inspection and Certification (TIC), delivering high quality services to help clients meet the growing challenges of quality, safety, environmental protection and social responsibility.

As a trusted partner, Bureau Veritas offers innovative solutions that go beyond simple compliance with regulations and standards, reducing risk, improving performance and promoting sustainable development. Bureau Veritas core values include integrity and ethics, impartial counsel and validation, customer focus and safety at work.

Bureau Veritas is recognized and accredited by major national and international organizations. RSPO accreditation status of Bureau Veritas has been obtained by Bureau Veritas Certification Hong Kong Limited (BVC HK) since 2<sup>nd</sup> Jun 2014. The RSPO accreditation number for BVC HK is RSPO-ACC-012 for the scopes of P&C (Single Site & Group) and SCCS worldwide. It was transferred from Bureau Veritas Singapore Pte. Ltd.

#### 2.5 Stakeholder Consultation Process

Stakeholder consultation began since the certification assessment and still conducted annually. As some of group members are also in charge of community leader, the monthly community

meeting organized by community leader is another chance for discussion on villager's concern. Therefore, group took this advantage to review stakeholder's perspective on the group's operation through the community meeting organized by the group member who is also community leader.

Meeting and interview with the randomly chosen stakeholders was also arranged during the on-site assessment. Bureau Veritas had also sent the invitation letter to the relevant stakeholders, including government agencies and Non-Governmental Organizations (NGOs) before the actual assessment is performed.

Meetings and interview with the relevant stakeholders has been arranged during the on-site assessment without interference from members of the group. Meetings were held with stakeholders to seek their views on the performance of the Certification Unit (CU) with respect to the RSPO requirements and aspects where they considered that improvements could be made; these included environmental interest groups, local government agencies and relevant authorities, social groups, and workers' unions etc.

At the start of each meeting, the assessor explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field.

The method of consultation with the workers, contractors and staff were through random sampling from each group in each of the FFB supplying unit and oil mill (e.g. mill operators, harvesters, general workers and sprayers) visited. The consultations which were conducted at the CU's workplace had included solicitation of comments on issues relevant to principles 4, 5 and 6 of the RSPO P&C Standard. List of the stakeholders contacted and responded during the audit are available in **Appendix 3**.

### 3. ASSESSMENT FINDINGS

#### 3.1 Summary of Findings

The assessment has been conducted as planned using the methodology described in Section 2.1.

A total of 4 Major non-conformity and 1 Minor non-conformity reports against  **RSPO Principles & Criteria 2013** and/or  **RSPO Management System Requirements and Guidance for Group Certification of FFB Production** (March 2016); requirements were raised as shown in Appendix 4.

The CU has taken necessary corrective actions in order to close the Major non-conformities raised. Minor non-conformities will be verified in the next surveillance assessment. Nonetheless, the CU has submitted their corrective action plan for the minor non-conformity and has been accepted by the assessment team. The verification comments for the non-conformities raised in the previous assessment can be seen in Appendix 5.

#### 3.2 Group Certification of FFB Production Requirements

##### Element 1 (E1): Group Entity and Group Management Requirements

**E1.1: The Group Entity shall be legally formed**

**Rationale: In order to be able to have commercial relationships in the transactions of FFB certificates the group entity carries**

<i>a liability, which requires it to be legally registered.</i>			
Requirements	Findings	Compliance	
E1.1.1	<p>There shall be documentary evidence of a clearly identified and legal entity. The Group Entity shall:</p> <ol style="list-style-type: none"> <li>Be a registered organisation as defined by law in the country of registration (e.g. as a company or an organisation)</li> <li>Be a member of the RSPO</li> <li>Establish the structure of the organisation</li> <li>Appoint a Group Manager (see E1.2)</li> </ol>	<p>Here below are evidences showing that group maintained documents to prove legal entity</p> <ul style="list-style-type: none"> <li>- Group has registered with Kanchanadij Agriculture Office and hold license no. 5-84-02-10/1-0017 dated 12 February 2015 and valid until 30 December 2017. As required by Thai laws, the group has to re-register with Kanchanadij Agricultural Office annually to update the change especially list of the group members. Based on the list of group members as annex in this license, there are a total 125 group member which is in compliance with the group database.</li> <li>- Group hold a letter of confirmation of membership given by RSPO since 1 November 2014. RSPO membership number of the group is 1-0169-14-000-00. Even though RSPO membership status of the group is still active or approved, group is required to maintain RSPO membership by paying annual RSPO membership fee to RSPO. According to the latest tax invoice issued by RSPO dated 1.11.2016, group has already paid the RSPO membership fee to maintain RSPO membership status</li> <li>- Group organized the group meeting to form the group organization structure. Structure of the organisation resulted from the group meeting has been released on 21 March 2016.</li> <li>- Group manager (Ms. Auraiwan Phonphai) has been elected as group manager during the group meeting on 18 March 2016. During that period of time, 70 group members including group committees have attended the meeting and voted the group manager.</li> </ul>	Yes
E1.1.2	<p>The Group Entity shall have documented membership requirements for the participation of individual members in the Group which will also cover new membership.</p> <ol style="list-style-type: none"> <li>There shall be documentary evidence that the Group members have formally joined the Group.</li> <li>Formal members of the Group shall sign an agreement with the Group Manager committing to achieving compliance with the applicable RSPO standards and requirements.</li> <li>The Group Manager shall keep copies of the agreements and shall demonstrate that each member has received a copy thereof.</li> <li>The Group Manager shall retain copies for a minimum of 5 years.</li> </ol>	<p>The membership requirements for the participation of individual members were established. To demonstrate the compliance with elements on this requirement, here below are summary of the finding:</p> <ul style="list-style-type: none"> <li>- All 125 group members are formal members of the group. All formal members were assessed using RSPO P&amp;C requirement for smallholder (TH-NI) before becoming formal member. There are 39 new group members who recently joined the group after the first surveillance assessment conducted by TUV NORD Integra bvba. However, all of them were assessed using RSPO P&amp;C requirement for smallholder (TH-NI). The assessment for new group members was done during October 2016 while timeline for RSPO management system requirement and guidance for group certification of FFB production March 2016 is still in grace period (with 12 months after releasing the new version). Therefore, new group members were assessed against RSPO P&amp;C requirement for smallholder (TH-NI). Internal auditor who carried out the assessment for new group members are Khun Nipaporn Popone, Khun Auraiwan Phonphai, Khun Wisut Buakaew.</li> <li>- Content indicated in the agreement consists</li> </ul>	Yes

		<p>of all group members shall commit themselves to achieving compliance with the RSPO standards and group requirements</p> <ul style="list-style-type: none"> <li>- All group members including new group members have signed agreement with the group manager and witness. For example, new group members (Khun Prasert Petchrisom and Khun Chaliew Krachokchol) have signed the agreement on 23 November 2016. Before signing date of agreement, however, the group has held a meeting to inform all group committee about the registration and acceptance new group members on 18 November 2016. A copied of agreement of each group member is kept by both party; at group administration office and the group member. The copied of agreement is available upon request during the audit</li> <li>- To check availability of the agreement for especially group members who joined with the group since October 2013 was carried out. For instance, the agreement between the group and group member (Mr Sombun Duminan) is available at the group administration office upon request. Therefore, it is ability of the group to maintain the relevant document for a minimum of 5 years as per requirement of the standard</li> </ul>	
E1.1.3	The Group Manager shall keep evidence that the nature and structure of the group has been communicated to all members of the Group in an appropriate manner.	According to the structure of the group released on 21 March 2016, there are 7 departments where are management units of the group. Total number of the group committee is 27 persons. The department managed by the group committee consists of sustainable best practice, farm advisor, occupation health and safety, environment, labor and social, database, and marketing and public relation. Based on the organization chart of the group, group is also controlled by chairman (Mr Wanchai Klangnarong). His role and responsibility is to make a final decision in every case for the group. He is also the leader of palm oil grower who can lead the direction of the group	Yes
<b>E1.2: The Group shall be managed by a Group Manager</b>			
	<b>Requirements</b>	<b>Findings</b>	<b>Compliance</b>
E1.2.1	<p>The appointed Group Manager shall be either an identified legal entity or an individual acting on behalf of the legal entity, i.e. the Group Entity (E1.1.1).</p> <p>The Group Manager shall ensure the Group's compliance with this standard and is responsible for the preparation and implementation of the Internal Control System (ICS).</p> <p>If the Group Manager is not an individual but an entity:</p> <ol style="list-style-type: none"> <li>then the entity shall appoint an individual as management representative; and</li> <li>there shall be a description of the general structure detailing the positions and responsibilities of all personnel</li> </ol>	<p>The appointed group manager (Ms Auraiwan Phonphai) has been elected as group manager during the group meeting on 18 March 2016. The group manager is not legal entity. She is an individual acting on behalf of the group.</p> <p>To ensure the group's compliance with the RSPO standard, the group has been assessed by using the RSPO group certification (amendment April 2013) on 18 September 2016. According to the frequency for checking the group's compliance, the assessment is required to conduct once a year. This statement is indicated in sustainability manual of the group.</p>	Yes

	involved		
E1.2.2	The Group Manager shall be able to demonstrate sufficient resources and capacity for managing Group Certification and performance assessment against this Standard.	There are 4 farm advisors (Khun Bamrong, Khun Sutin, Khun Manoj and Khun Prakig). Each farm advisor is assigned to responsible in different zones resulting from the group committee meeting on 1 February 2016. There are total 4 management zones to be managed by the farm advisor. Not only farm advisor but also group committees are also responsible to manage in each zone. In this present, group manager demonstrated that number of resource is now sufficient to manage the group's operation	Yes
E1.2.3	The Group Manager and / or their personnel shall be able to demonstrate competence and knowledge of: <ul style="list-style-type: none"> <li>a. Principles and Criteria for the Production of Sustainable Palm Oil 2013 (<i>Endorsed by the RSPO Executive Board and Accepted at the Extraordinary General Assembly by RSPO Members on April 25th 2013</i>)</li> <li>b. RSPO Management System Requirements and Guidance for Group Certification of FFB Production – March 2016 (<i>this standard</i>)</li> <li>c. RSPO Supply Chain Certification Standard Final Document (<i>As approved by RSPO Executive Board 21 November 2014</i>)</li> <li>d. Internal group procedures and policies</li> </ul>	Since there is no group member with plantation area exceed than 50 ha, therefore, the Principles and Criteria for the production of sustainable oil 2013 (generic version) is not applicable.  Relevant standard for RSPO requirement either RSPO Management System Requirements and Guidance for Group Certification of FFB Production – March 2016 and RSPO Supply Chain Certification Standard Final Document version November 2014 are in pace. The group manager could demonstrate her understating which standards are applicable for the group and group members. Moreover, she could also demonstrate internal group procedures and policies	Yes
E1.2.4	The Group Manager shall provide potential and existing Group members with the following: <ul style="list-style-type: none"> <li>a. An explanation of the RSPO certification process.</li> <li>b. An explanation of the criteria for group membership.</li> <li>c. An explanation as to the Group Manager's needs and the rights of the certification body to access the group members' documentation and plantations for the purposes of evaluation and monitoring.</li> <li>d. An explanation of the certification bodies and RSPO requirements with respect to public information.</li> <li>e. An explanation of any obligations with respect to group membership, such as: <ul style="list-style-type: none"> <li>i. Maintenance of information for monitoring purposes;</li> <li>ii. Requirement to conform to conditions or corrective actions issued by the certification body.</li> <li>iii. Explanation of any costs associated with group membership</li> </ul> </li> </ul>	To provide the existing group members with the information, it is done through the group meeting. Moreover, there are several channel to communicate with group members on this information e.g. Group Line, and phone call.  Here below are the findings in providing the existing group member with the following information. <ul style="list-style-type: none"> <li>- An explanation of the RSPO certification process was informed to group members through the group meeting on 18 March 2016. Results from the previous assessment conducted by TUV NORD Integra bvba was also one of the agenda used to inform the group members.</li> <li>- To explain of the criteria for group memberships especially for potential group members, group has made the brochure indicated not only the requirement for potential group members but also introduction RSPO standard, benefit for achieving RSPO certification, contact details. Group committee has also responsible to distribute the brochure for those interested. After release brochure since at the beginning of year 2017 until 30 March 2017, there are totally 10 potential group members who declared themselves interest to join the group. To update status of group membership, group held a meeting to inform</li> </ul>	Yes

	iv. Other obligations of group membership	<p>group members on this information. Latest meeting for explanation on this information was done on 9 July 2016</p> <ul style="list-style-type: none"> <li>- An explanation as to the group member may be assessed by certification body was informed through the ordinary group meeting on 18 March 2016. Moreover, right of certification body to access the group member is also indicated in the sustainability of the group</li> <li>- An explanation of the certification body and RSPO requirements when public available in RSPO website, in particular, was informed to all group members during the ordinary meeting. Moreover, the introduction of RSPO requirements was also indicated in the brochures that were distributed to all concerned</li> <li>- Brochure distributed by the group also explained the obligation with respect to group membership. The requirements for those interested to join the group is clearly indicated in the brochure e.g. maintain of information for monitoring purpose, keep recording, implementation in compliance with RSPO requirement and etc. To become formal group member, there are no any costs associated with group membership for those potential group members. To communicate the requirement to conform to conditions or corrective actions issued by CB, this information was given during the ordinary meeting conducted on 18 March 2016</li> </ul>	
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**Element 2 (E2): Internal Control System – Policies and Management**

<b>E2.1 The Group Internal Control System shall contain documented policies and procedures for operational management.</b>			
	Requirements	Findings	Compliance
E2.1.1	<p>The Group Internal Control System shall contain Procedures for decision-making, and responsibilities within the group (including the authority of the Group Manager) shall be defined.</p> <p>The Group Manager shall manage the Group in a systematic and effective manner by:</p> <ul style="list-style-type: none"> <li>a. Identifying the geographical area to be covered by the Group.</li> <li>b. Preparing, maintaining and documenting the Group management structure</li> <li>c. Clearly identifying the responsibilities of all individuals employed by the Group Manager for the running of the Group.</li> <li>d. Prepare and maintain the rules of the Group including the criteria for membership.</li> <li>e. Organise at least one group meeting annually (see also 8.1.1 of Section 3 on preparation of group</li> </ul>	<p>The decision making for group internal control is done by group committee e.g. allocation of the costs for group's activities, acceptance new group member, expulsion group member and etc. However, the consensus score from group committees for decision-making during the meeting is required more than half.</p> <p>To manage the group in a systematic and effective manner, the procedures were established and addressed in the sustainability manual. Following information is decided by the group manager for systematic and effective management.</p> <ul style="list-style-type: none"> <li>- Group decided to use political boundary to identify area to be managed and covered by the group. Suratthani political boundary is determined as the area for group member's acceptance and management</li> <li>- Group manager and her team also manage in preparing, maintaining and documenting the group management structure</li> <li>- Group manager and her team also identified the responsibilities of all individual group committee who are voluntary themselves to help in managing the group's operation</li> <li>- Group manager also prepared and maintain the rules of the group including the criteria for membership</li> </ul>	Major NC

	<p>management plan).</p> <p>f. Procedure for initial gap audit which can be a self-assessment.</p>	<ul style="list-style-type: none"> <li>- Group manager has organized the group ordinary meeting annually. Latest group ordinary meeting was carried out on 11 February 2017. The contents of the meeting covered several topics. For instance, the group monetary plan and transaction was one of the topics that were reported during the group meeting. During the group meeting, group manager also took this opportunity to give the training to group members for several topic subjects.</li> <li>- However, the group manager has not established the procedure for initial gap audit for applicants wishing to join the group. Therefore, the major non-conformity was raised against this clause</li> </ul>	
E2.1.2	<p>The Group Internal Control System shall contain Procedures for maintaining records for all Group members.</p> <p>The Group Manager shall implement a system to maintain the following central records and reports:</p> <ol style="list-style-type: none"> <li>a. List of names and full contact details of group members and applicable method of communication.</li> <li>b. Location maps. Area of oil palm in hectares.</li> <li>c. Land titles/right of use of the land.</li> <li>d. A copy of the signed declaration of the grower becoming a member of the group including the date.</li> <li>e. Unique member registration numbers are assigned to individual members.</li> <li>f. The date that the member signed the declaration of intent as stated in the Group Membership Requirements.</li> <li>g. Date of leaving the Group if applicable and the reasons why.</li> <li>h. Projected and actual FFB production in metric tonnes per annum.</li> <li>i. Monitoring and training records.</li> <li>j. Any corrective actions raised and actions taken to meet the requirements for compliance.</li> </ol>	<p>Group Internal Control System is indicated on page 20 of sustainability manual Ko Kor Por 001. This internal control system requires maintaining all documents for a minimum 5 years. Group members have responsible to record and maintain all records for palm oil operation.</p> <p>Group established the computerized database as the system to maintain the group records and reports in excel file. Here below are details of the group database.</p> <ul style="list-style-type: none"> <li>- Name for all group members are recorded in both Thai and English. Contact details are also recorded in the database e.g. cell-phone number and address which are applicable method to reach a contact to group members</li> <li>- Area of oil palm has been converted from rai to hectares. Total of planted area is 672.15 ha</li> <li>- Total land title of all group members is 723.29 ha. According to this database, there are totally 8 types of land deeds and land licenses. Even though there are several types of land deed/license, all documents were issued by competent authorities.</li> <li>- Map of all group member were collected by using GPS. Then, it was exported to Google Earth for generating the map for the group. All map delineated in the database is consistent with the legal boundaries indicated in the land deeds.</li> <li>- A copy of the signed agreement is kept at the group administration office. The signing date on the agreement is recorded in the group database once group members have signed on it</li> <li>- Unique member registration number is given for all group members. For instance, Mrs Chaliew has a unique registration no. 106.</li> <li>- Signing date to become a member is the date when group members signed on the agreement with the group manager and witness. Signing date is also recorded in the group database</li> <li>- According to date of leaving from the group, there are totally 6 group members who have resigned from the group (Khun Chantra Intong, Khun Pongpan Nuankhao, Khun Tiwa Khanawithaya, Khun Boonchai Saere, Khun Pinyo Nooruk, and Khun Samrong Kwanmuang). Date of leaving for those group members were 25 May 2016, 28 April 2016,</li> </ul>	Yes

		<p>27 July 2015, 27 July 2015, 2 May 2016 and 24 March 2016, respectively. However, there are 4 group members resigned in 2016.</p> <ul style="list-style-type: none"> <li>- Actual FFB production in metric tonnes per annum for all group members (125 group members) is 9,814.293 tons. This actual FFB production was shared by partnering mill (Seangsiri Palm Oil) where is certified RSPO SCC. Average of FFB production in 2016 was about 2.33 ton/rai/year or 14.06 tons/ha/year. For projected FFB production, group projected that average FFB production of all group members would be 18.75 tons/ha/year. This projected FFB production is used to estimate the tonnage certified of FFB production</li> <li>- Monitoring and training records for each group member was created in the excel file so that group manager can monitor who has been and has not been trained. For those who have not been trained, the group manager has set the program to give additional training</li> <li>- Results from the assessment either internal or external with corrective action request are addressed in the database. For example, Ms Meanmas Tipsuwan who was assessed on 21 November 2015 has been raised corrective actions. The actions to close NC were completely done on 29 December 2015. The date of completeness of the corrective action is also recorded in the group database</li> </ul>	
E2.1.3	Relevant group records shall be archived for a minimum of 5 years using an appropriate secure system.	Relevant group records are available upon request by auditor to demonstrate that they are kept since 2013 or the first year of group's operation.	Yes
E2.1.4	The Group Internal Control System shall include an initial gap audit procedure (i.e. baseline assessment and needs for compliance) for applicants wishing to join the Group.	Group has not conducted initial gap audit for those applicants who applied with the group after 7 March 2017. Therefore, relevant questions as per required by the standards have not been used to assess these applicants. Therefore, major non-conformity was raised against this requirement	Major NC

### Element 3 (E3): Internal Control System – Operations

<b>E3.1 The Group Internal Control System shall develop and implement an internal audit programme of Group members.</b>			
	<b>Requirements</b>	<b>Findings</b>	<b>Compliance</b>
E3.1.1	<p>The Group Manager shall develop and implement the internal audit programme, which includes, but not exclusively: timeline, operational plans, monitoring and evaluation records.</p> <p>As a minimum the following shall be included:</p> <ol style="list-style-type: none"> <li>a. Establish, implement and maintain (a) procedure(s) for internal audits which must include (but not be limited to) the methodology, competence of internal auditors, audit criteria, frequency of internal audits, and addressing non-conformity.</li> </ol>	<p>Group has established the internal audit procedure where is indicated in the sustainability manual on page 13 of 44. The internal audit is required to be conducted annually. For year 2017, internal audit program for 13 samples group member is planned to be conducted in May 2017. Name of internal audit for these amounts of samples area also planned (Khun Marasri, Khun Wisut, Khun Samoltas, Khun Wiroj, Khun Chanchai, Khun Prasit, Khun Somnuk, Khun Somkiat, Khun Sukum, Khun Kan, Khun Khamnuan, Khun Jirasak and Khun Prasit). Therefore, this plan is on progress.</p> <p>Internal audit program for year 2016 was intended to be conducted in November for 11 samples. The actual internal audit was conducted for 13 samples (Khun Panupong, Khun Saowaluck, Khun Nanthachok, Khun Jaturong, Khun Nittaya, Khun Raluk, Khun Pittaya, Khun</p>	Yes

	<p>b. Conduct regular (at least annual) internal audits of Group members in order to confirm continued conformance with all the Group Certification requirements.</p> <p>c. Maintenance of all internal audit records.</p>	<p>Wisit, Khun Tongbai, Khun Manoon, Khun Prasit, Khun Suchart and Khun Chaiwat) during 21-22 December 2016. The sample was determined by using the existing no. of the group at that moment (125 group members). High risk was chosen to calculate the sample according to the equation given by RSPO. Therefore, 13 group members are required for the internal assessment. The RSPO requirements that was used for this internal audit was remain against RSPO P&amp;C for independent smallholder under group certification (TH-NI 2012).</p> <p>From the consequence of internal audit, only one NC was raised at plot own by Khun Wisit. NC was related to the waste management at the plot. The closure of the non-conformity was done through re-audit on 5 January 2017.</p> <p>In this internal audit, there are 8 internal auditors carried out the internal audit (Khun Nipaporn, Khun Pornchai, Khun Sunisa, Khun Suchart, Khun Narong, Khun Wisut, Khun Woonpiew, and Khun Manoj). Not only internal auditor but also group committee have been trained several topics e.g. Internal Control System, RSPO P&amp;C requirements for independent smallholders (TH-NI 2012), and the techniques for the audit. Some group committee (Khun Nipaporn and Khun Sirirat) who are also staffs from the partnering mill have been trained</p>	
E3.1.2	<p>The Group Manager shall carry out a risk assessment of Group members to identify an appropriate sampling intensity of Group members for the certification assessment. The risk assessment shall take into account:</p> <p>a. the diversity of the Group members (i.e. range of size, management structure, scattered members with diverse plantation landscape such as terrain, etc.)</p> <p>b. any perceived risk relating to the activities being undertaken (e.g. how much replanting or expansion is occurring, how many members are new and, for subsequent assessments, whether there is a history of non-conformities).</p>	<p>According to the number of existing group members on that time at 125, high risk was determined to estimate the sample for internal audit. The guidance for determining the risk is indicated in the sustainability manual. Therefore, total 13 group members were chosen for the internal audit.</p>	Yes
E3.1.3	<p>The Group Manager and the internal auditors shall jointly declare no conflict of interest for the internal audit process.</p>	<p>Even though group manager have her own palm oil plantation, the assessment on plot owned by group manager (Khun Auraiwan) was conducted by other internal auditors. This is one example showing that group aware about the conflict of interest.</p>	Yes
E3.1.4	<p>The Group Manager shall conduct initial gap audits with any potential new member, to assess the following pre-requisites for membership:</p> <p>a. no plantings have replaced primary forest, or affected one or more High Conservation Values (HCVs) (RSPO P&amp;C 2013 criteria 5.2 &amp; 7.3) In the case of scheme smallholders, the company</p>	<p>Up to now, there is no potential new members, therefore, the gap audit for those new group members against following required by the standard is not applicable</p>	Yes

	<p>(owning/managing the mill) holds the liability for compensation for any new plantings undertaken since November 2005 and before 14th of May 2014. Following compliance with the compensation procedure, scheme smallholders may join the group.</p> <p>b. no existing land conflict. c. land title or right to use the land can be demonstrated.</p>		
<b>E3.2 The Group Internal Control System shall include a system in place to enable the trading of RSPO certified Fresh Fruit Bunches (FFB) produced from the Group.</b>			
	<b>Requirements</b>	<b>Findings</b>	<b>Compliance</b>
E3.2.1	<p>The Group Manager shall document and implement a system for the tracking and tracing of FFB produced by the group members, and intended to be sold as RSPO-certified FFB.</p>	<p>According to the minutes of the group meeting on 18 March 2016, the group decided to choose both physical trading and Book and Claim (B&amp;C) for trading their certified products. Scope for certification covered for both trading system is also indicated in the sustainability manual of the group.</p> <p>The first priority of the group to take benefit from RSPO certification is to physical trading. Procedure for tracking and tracing of FFB produced by the group member is indicated in page 26 of 44 in sustainability manual of the group. The group has worked with the partnering mill to set up the system for tracking and tracing FFB produced by group member. ID card given by the group will be used for identification whether FFB that is going to sell to partnering mill is being RSPO certified FFB.</p>	Yes
E3.2.2	<p>There shall be a collective Group procedure for the sale of all certified FFB to ensure that non-certified FFB are not sold as RSPO certified FFB. If certified FFB is combined with non-certified FFB prior to the sale and delivery to a palm oil mill, a mass balance system shall be in place to ensure the quantity of FFB sold as Mass Balance is equal to the quantity of RSPO certified FFB in the mix.</p>	<p>Group has established the policy which indicated that the group do not allow group member to combine between certified and non-certified FFB prior selling to a palm oil mill (POM) or partnering mill. To control the quantity of FFB combined with non-certified FFB in case if it is unavoidable, the leaf will be used to make segregation while loading into the truck. Moreover, all group member aware that they cannot sell FFB with RSPO claim produced from non-registered plots with the group.</p> <p>For selling the credit, the mass balance system is established to convert the certified products that can be sold through B&amp;C either CPO, PKO or PKE into the quantity of FFB. This system will be used to ensure that certified FFB sold through both physical trading and credit will not be exceed than total certified volume of FFB indicated in the certificate</p>	Yes
E3.2.3	<p>All sales of FFB originating from the plantations of Group members shall be documented and recorded. This shall include:</p> <ol style="list-style-type: none"> <li>Invoices and receipts (purchase and sale).</li> <li>Information on transport (i.e. registration number/number plate).</li> <li>The relevant group members' group identification number.</li> <li>Classification of the FFB sold (i.e. RSPO certified or not), FFB volume and destination.</li> <li>Information of FFB price.</li> </ol>	<p>Sale of FFB with RSPO claim from the plantation is to partnering mill. According to the weighing bill, here below is information indicated on the weighing bill for all group members.</p> <ul style="list-style-type: none"> <li>- Since the group do not collect FFB from group members and sell as the group produce, all group members are free to choose to sell to any mills. However, majority of group members prefer to sell to the partnering mill</li> <li>- Truck no. where is used to carry FFB originated from the planation is always indicated in the weighing bill.</li> <li>- Group ID for payment recorded in the computerized system of the partnering mill is always indicated in the weighing bill. Even though this ID no. is different with the group ID no. issued by the group, it is proven that it is</li> </ul>	Yes

		<p>traceable</p> <ul style="list-style-type: none"> <li>- RSPO certified or not was indicated through the member code. R before ID no. will be used to differentiate between certified and non-certified FFB</li> <li>- Information of FFB price is indicated on payment issued by the partnering mill.</li> </ul>	
E3.2.4	The Group Manager shall maintain copies of all documentation and records mentioned in E3.2.3 related to Group FFB transactions for a period of a minimum of 5 years.	As the group is supported by partnering mill, all documents especially weighing bill is kept by the partnering mill instead. The retention time to maintain a copied of weighing bill is 5 year. Moreover, the group has made a system to record the quantity of FFB supplied by individual group member. Based on this information, it can be used to monitor whether FFB supplied by all group members is exceed than the certified volume indicated in the certificate.	Yes
E3.2.5	Traders of FFB shall be either part of the Group management system following this guidance or be RSPO Supply Chain certified in order to sell certified FFB. Traders of FFB are encouraged to be included within the Group certification control rather than obtain their own supply chain certification. The Group Manager will ensure that the trader has clear procedures to ensure that mass balance calculations are accurate if applicable and that all FFB sold by the trader is traceable back to the Group members.	Regarding to the group meeting on 11 February 2017 and orientation to new group members conducted on, even though group decided to trade their FFB as physical trading, FFB with RSPO claim produced from non-registered plots with the group cannot be sold. Moreover, group members have been informed and agreed that selling of FFB generated by group members to traders can always be not claimed as RSPO certified product	Yes

### 3.3 RSPO Principles & Criteria 2013

#### 3.3.1 For individual group member with more than 50 ha of plantation size

Not applicable because no group members who have more than 50 ha of plantation size

#### 3.3.2 For individual group members with up to 50 ha of plantation size

#### Principle 1: Commitment to Transparency

<b>Criterion 1.1 Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</b>		
1.1.1	There shall be evidence that growers and millers provide adequate information on (Environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.	Minor
1.1.2	Records of requests for information and responses shall be maintained.	Major
Interface	Findings	Compliance
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Demonstrate an understanding that all visitors and all requests for information are referred to the Group Manager.	All the selected members who were chosen for the second surveillance assessment could demonstrate that they well understood to be visited and requested information by stakeholder. Then, they also aware that all information requested by stakeholder can be referred to Group Manager. During the on-site assessment at the selected members' plantation, land right and a copy of an agreement between the group manager and member are available once request by auditor.	Yes
<b><u>Requirement for Group Manager</u></b> The Group Manager shall inform all	Group manager has prepared information associated with environment, social and legal when it may be requested by the	Yes

<p>Group members that all requests for information are referred to the Group Manager.</p> <p>The Group Manager shall provide adequate information on (Environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making (1.1.1).</p> <p>The Group Manager shall establish and maintain a system to keep records of requests for information and corresponding responses. (1.1.2)</p>	<p>stakeholder. Stakeholder was informed their right to request for information from the group when it is needed. Not only inform the right to the stakeholder, group manager has also informed what is relevant information prepared for the stakeholder. Moreover, the information can be requested at the partnering mill where is market destination that almost group members sold FFB to.</p> <p>Based on the inspection of the record book of the group manager, it was found that there are no requests for information from the stakeholders at any places; neither the group administration office, nor group complaint boxes. In the case that information was requested, form for recording the request is established Ror Tor Bor 001.</p>	
<p><b>Criterion 1.2 Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</b></p>		
<p>1.2.1 Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> <li>• Land titles/user rights (Criterion 2.2);</li> <li>• Occupational health and safety plans (Criterion 4.7);</li> <li>• Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8);</li> <li>• HCV documentation (Criteria 5.2 and 7.3);</li> <li>• Pollution prevention and reduction plans (Criterion 5.6);</li> <li>• Details of complaints and grievances (Criterion 6.3);</li> <li>• Negotiation procedures (Criterion 6.4);</li> <li>• Continuous improvement plans (Criterion 8.1);</li> <li>• Public summary of certification assessment report;</li> <li>• Human Rights Policy (Criterion 6.13).</li> </ul>		<p>Major</p>
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Demonstrate an understanding that all visitors and all requests for information are referred to the Group Manager.</p>	<p>Copies of management documents such as land title or land-use rights and agreement between group manager and group members are available and ready for transparency purpose at the group member's plantation. Auditor has verified the availability of the documents during the assessment. Moreover, relevant documents associated with environment, social and legal are also public available such as the environmental and social impact assessment of each group member's plantation, HCV assessment of each group member's plantation, group policies, copies of relevant government laws, internal audit document, registration of the group with the local authority, and details of complaints and/or grievances. However, these documents are kept at the administration office of the group for public disclosure</p>	<p>Yes</p>
<p><b><u>Requirement for Group Manager</u></b></p> <p>Group Managers shall list the following documents as publically available and keep copies centrally:</p> <ul style="list-style-type: none"> <li>• Land titles / user rights (Criterion 2.2);</li> <li>• Occupational health and safety plans (Criterion 4.7);</li> <li>• Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8);</li> </ul>	<p>Occupational health and safety plan for year 2016 established by the group is available upon request by the auditor during the assessment. The occupational health and safety plan mainly composed of the plan for giving the training on the pesticide application and how to handling the chemical, monitor the accident and pesticide application in every 6 months, for example.</p> <p>Plan for mitigating the impact from planation operation on the environment especially erosion and runoff into the water body was established for plots where identified the negative impacts. Based on this result, there are totally 34 group members who have plots nearby the river/water bodies</p> <p>Moreover, plan for mitigation and minimization the impact caused to social and stakeholder established on 23 November</p>	<p>Yes</p>

	2016 is also available. The plan consists of the regular meeting with the stakeholder once a year. The latest meeting with the stakeholder was carried out on 17 December 2016 at Ban Tha Petch school. There were totally 12 stakeholders including village headman participated the meeting. Minutes of the meeting conducted on 17 December 2016 is also available for the public available.	
<b>Criterion 1.3 Growers and millers commit to ethical conduct in all business operations and transactions.</b>		
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
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Individual members shall show that they have accepted and agreed the group's policy on ethical conduct	From the interviews, all the selected members knew the group's policy on ethical conduct. In particular, all group members could demonstrate that they understood the policy on no mixing between certified FFB and non-certified FFB which is allowed. They have accepted and agreed by signing of an agreement between the group manager and member.	Yes
<b><u>Requirement for Group Manager</u></b> The Group Manager shall develop a written policy committing the Group to a code of ethical conduct and integrity in all operations and transactions.	Policy committing to the code of ethical conduct and integrity especially all group members agreed to not trade RSPO credit and certified product exceed than the credit given in the certificate is indicated and public available at the group's board. The group members is also engaged to respect on the code of ethical conduct especially do not mix between the certified and non-certified FFB	Yes

## Principle 2: Compliance with Applicable Laws and Regulations

<b>Criterion 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.</b>		
2.1.1 Evidence of compliance with relevant legal requirements shall be available.		Major
2.1.2 A documented system, which includes written information on legal requirements, shall be maintained.		Minor
2.1.3 A mechanism for ensuring compliance shall be implemented.		Minor
2.1.4 A system for tracking any changes in the law shall be implemented.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Fulfill the requirements laid out by the Group Manager, such as attending relevant training, filling in the checklist/tools provided to guarantee legal compliance.  Maintain corresponding physical documents according to provided checklist, e.g. relevant licenses.	During the on-site assessment at the selected members' plantation, all of them were asked to evaluate their knowledge on the basis laws and regulations. The result showed that they understood on the basis laws and regulations. Moreover, all the selected members recorded all activities in their plantation on the farm record book given by Group Manager such as FFB production, wage payment, used of fertilizer, used of chemical, training records, visitor records.	Yes
<b><u>Requirement for Group Manager</u></b> Group Managers shall: Have a list/'legal register' of all applicable laws and regulations and state: <ul style="list-style-type: none"> <li>Where the laws were obtained from.</li> <li>How they are circulated and how often and record this communication.</li> </ul>	Group has no system relating to applicable laws and regulations required for group manager as following: <ul style="list-style-type: none"> <li>Where the laws were obtained from.</li> <li>How they are circulated and how often and record this communication.</li> <li>Who and how ensures that the laws are being implemented.</li> <li>Who monitors and updates the list and how often.</li> <li>Who records when updates are communicated.</li> </ul>	Major NC

<ul style="list-style-type: none"> <li>Who and how ensures that the laws are being implemented.</li> <li>Who monitors and updates the list and how often.</li> <li>Who records when updates are communicated.</li> </ul> <p>Ensure you can demonstrate to a third party that the laws are understood and complied with by Group members.</p> <p>Develop tools such as checklists or booklets that your group members can use to help them implement the legal requirements.</p> <p>Demonstrate evidence of training on legal requirements such as record or handouts/printed materials/softcopy.</p>		
<p><b>Criterion 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.</b></p>		
<p>2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p>		<p>Major</p>
<p>2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained.</p>		<p>Minor</p>
<p>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 free, prior and informed consent (FPIC).</p>		<p>Minor</p>
<p>2.2.4 There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p>		<p>Major</p>
<p>2.2.5 For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p>		<p>Minor</p>
<p>2.2.6 To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p>		<p>Major</p>
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Individual members shall demarcate the boundaries of their land.</p> <p>If there are conflicts: Explain why and what is the current status. Update this status every quarter until finalised.</p> <p>Record all meetings and who attended.</p> <p>In each case, open a case file starting with a statement regarding the boundaries under dispute outlining the issues and the scope.</p> <p>Check that the titles or deeds allow</p>	<p>All the selected members hold land deeds or land-use rights which also delineate with the legal demarcate the boundary of the land. To make demarcate the boundaries of their land visible, Digging a canal or building a small road or planting a tree around their land within their legal boundary have been done and well maintained. Therefore, there is no conflict on the boundaries of their land.</p>	<p>Yes</p>

the growing of oil palm where this is required by country legislation.		
<p><b>Requirement for Group Manager</b></p> <p>The Group Manager shall demonstrate documentary evidence of legal ownership or lease, history of land tenure and the actual legal use of the land according to local laws.</p> <p>Maps showing the legal boundaries shall be kept.</p> <p>Check that boundaries are demarcated.</p> <p>If there are conflicts: The Group Manager shall ensure that there is an ongoing process to resolve the conflict and ensure records of meetings are being kept by the group member.</p>	<p>All members have the full right to use the land for oil palm cultivation because all square meters of land have been alienated with land deeds, licenses from the governmental authorities concerned such as Department of Land, Agricultural Land Reform Office of Ministry of Agriculture and Cooperatives.</p> <p>The evidence of legal land ownership from those interested to become group member is required at the application process.</p> <p>Moreover, maps are indicated on the land deed and license given by the governments. Boundaries of land in each plot of individual group members have been legally demarcated by the Land Department. Pillars used to demarcate are visible and checked during the onsite inspection.</p> <p>Based on this evidence, there are currently no disputes.</p>	Yes
<b>Criterion 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.</b>		
2.3.1 Maps of an appropriate scale showing the extent of recognised legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).		Major
2.3.2 Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) 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 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
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
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
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>2.3.2. Demonstrate that they have the right to use the land and or have customary rights over the land they farm.</p>	<p>Farm layout showing boundary of legal land rights is available in the record book of all selected members. There were no differences between layout delineated in the record book and legal boundary indicated in land deeds and/or licenses.</p> <p>Investigation whether the use of land for palm oil does not diminish the legal or user rights of other users was carried out through in-depth interview with stakeholders during the public consultation.</p> <p>Status of land disputes was checked with the community leaders during this public consultation meeting. Result of in-depth interview confirmed that there is no dispute on land of by group members.</p>	Yes
<p><b>Requirement for Group Manager</b></p> <p>Group Manager has to: 2.3.1. Carry out the participatory mapping with involved parties (including neighbouring</p>	Investigation that the use of land for palm oil does not diminish the legal or user rights of other users was done through in-depth interview stakeholders during the public consultation meeting conducted during the surveillance assessment. Based on result of interviews, it was confirmed that there are no problems about the legal rights and customer rights of other users. Therefore, the	N/A

<p>communities where applicable, and relevant authorities).</p> <p>2.3.2 Keep copies of negotiated agreements between individual members and affected stakeholders in appropriate languages.</p> <p>2.3.3 &amp; 2.3.4: For these processes appropriate local language will be used and negotiations conducted with appropriate representatives.</p>	<p>participatory mapping with involved parties is not applicable.</p> <p>Moreover, it is not necessary to have the negotiated agreement between individual member and affected stakeholders</p>	
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**Principle 3: Commitment to Long-Term Economic and Financial Viability**

<b>Criterion 3.1 There is an implemented management plan that aims to achieve long-term economic and financial viability.</b>		
3.1.1 A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders.		Major
3.1.2 An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p>This Criterion is not applicable to independent smallholders. See reference RSPO P&amp;C 2013, under Criterion 3.1 Guidance.</p> <p>It is recommended for groups of smallholders to have a business plan for long-term economic viability of their operation, considering among others, cost of annual maintenance, replanting, potential expansion and long term sustainability of certification.</p>		

**Principle 4: Use of Appropriate Best Practices by Growers and Millers**

<b>Criterion 4.1 Operating procedures are appropriately documented, consistently implemented and monitored.</b>		
4.1.1 Standard Operating Procedures (SOPs) for estates and mills shall be documented.		Major
4.1.2 A mechanism to check consistent implementation of procedures shall be in place.		Minor
4.1.3 Records of monitoring and any actions taken shall be maintained and available, as appropriate.		Minor
4.1.4 The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).		Major
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>4.1.3 Responsibility of individual members to keep record of their own SOP implementation as per defined in group SOPs.</p>	<p>During the on-site assessment at the selected members' plantation, it was showed that documents on management practices in key activities given by the group were in place. These documents were established under the collaboration between Shell and Pathum Vegetable Oil Co.,Ltd., experts from local university namely Prince of Songkhla University and GIZ.</p> <p>Onsite inspection at plots owned by group members, it found that individual members keep the record of their own SOP implementation as per defined in group SOPs into a farm record book provided by Group Manager.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>4.1.1 Group Manager develops appropriate SOPs for the group:</p> <ul style="list-style-type: none"> <li>Ensure through a set procedure any pre-existing SOPs for BMP by current members, are compliant &amp; consistent with the group SOPs</li> </ul>	<p>Procedures for palm oil plantation management were written in the sustainability manual. Separate the manual for palm oil plantation especially oil palm fertilizer management, and oil palm farm management established by the cooperation between Shell and Pathum Vegetable Oil were also given to all group members.</p> <p>Group manager has allocated the task to 4 farm advisors to monitor whether group members could implement according to the SOP. Farm advisor regular visit group members at their plots to give an advice. The assessment on palm oil management Jor</p>	Yes

<ul style="list-style-type: none"> <li>Keep a register of members who have pre-existing non-group SOPs that are accepted as compliant and consistent with group SOPs.</li> </ul> <p>4.1.2 The Group Manager has regular checks using procedures set at group level for SOP implementation.</p> <p>4.1.3 Group Manager oversees the individual record keeping by members.</p> <p>4.1.4 Group Manager is responsible to identify where all individual member farms are located as a means to identify FFB origin.</p>	<p>Sor Bor 001 was done twice a year. Simply checklist was used to assess the implementation at plot level. For example, Mr Wichai was assessed by using this checklist on 2 March 2017.</p> <p>To ensure that implementation done by group members are in compliance with SOP, the records for evaluation of the compliance with SOPs of samples that were randomly checked during the audit are available upon request.</p> <p>According to the FFB origin, group manager has established the system to record the FFB origin. Group member is required to record which plots have been harvested and which RSPO SCC model is applicable. This record at the plot level of each group members who supply the FFB to the partnering mill was checked by the weighing staff of the partnering mill.</p>	
<p><b>Criterion 4.2 Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</b></p>		
<p>4.2.1 There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible.</p>	<p>Minor</p>	
<p>4.2.2 Records of fertiliser inputs shall be maintained.</p>	<p>Minor</p>	
<p>4.2.3 There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p>	<p>Minor</p>	
<p>4.2.4 A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting.</p>	<p>Minor</p>	
Interface	Findings	Compliance
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>4.2.2 Responsibility of individual members to maintain fertilizer records.</p>	<p>The selected members applied different types of fertilizer depending on the purpose of the use and suggestion given by the group advisor and senior group members who have been proven successful for palm oil plantation. The group members were encouraged to take their soil sample for nutrient analysis by Group Manager. At the time of this audit, most of the selected members applied fertilizer formula 21-0-0, 18-46-0 and 0-0-60. There was one group member, Mr. Wichai Kachanurak, who applied fertilizer formula 13-7-35 and applied chicken dung to enrich soil nutrient. Usually individual group member applied fertilizer in their plantation 2-3 times a year, 1-2 kgs. per tree per year.</p>	<p>Yes</p>
<p><b>Requirement for Group Manager</b></p> <p>4.2.1 Group Manager to maintain regular records of soil fertility practices by all members as per SOPs.</p> <p>4.2.2 Group Manager to provide template to record fertilizer usage and mill by-products usage.</p> <p>4.2.3 Group Manager conducts periodic tissue and soil sampling at minimum for a representative sample of group membership.</p> <p>4.2.4 Group Manager oversees and ensures implementation of</p>	<p>Group manager maintained the soil fertility testing at plot owned by 4 group members (Mr Supachai Supasiripenkul, Mr Nanthachot Inchoo, Mr Chana Suelung, and Mr Amnoychoch Kodsang).</p> <p>All group members are encouraged to collect their soil sample for testing soil fertility without free of charge. However, only 4 group members indicated above took their soil sample for analysis on 7 September and 7 December 2016. The testing was done by partnering mill (Seangsiri Palm Oil)</p> <p>Template to record fertilizer usage from mill by-product is indicated in the record book.</p>	<p>Yes</p>

nutrient recycling for the group.		
<b>Criterion 4.3 Practices minimise and control erosion and degradation of soils</b>		
4.3.1 Maps of any fragile soils shall be available.		Major
4.3.2 A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).		Minor
4.3.3 A road maintenance programme shall be in place.		Minor
4.3.4 Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place.		Minor
4.3.5 Drainability assessments shall be required prior to replanting on peat to determine the long term viability of the necessary drainage for oil palm growing.		Minor
4.3.6 A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>4.3.1 Where available individual members shall provide soil maps of their own farm to the Group Manager.</p> <p>4.3.4 Individual members shall record water levels at regular basis as specified within group SOP</p>	<p>There is no fragile soil available in the group area. Based on geophysical characteristics of the planted areas, there is no soil erosion caused by steep slope because all estates are located in a flat area. Therefore, there are no high risks of landslides and erosion causing serious impacts on palm oil plantation and ecosystem.</p> <p>However, most of the selected member applied palm oil leaf stacking to prevent the erosion and degradation of soils. This is common practice for palm oil plantation even in the flat area to reduce fertilizer run-off (Indicator 4.3.1). And also there are no peat soils in planted areas.(Indicator 4.3.4)</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>4.3.1 Group Manager shall compile and maintain an overall soil map for the group.</p> <p>4.3.2 Group Manager develops a policy and procedure for planting on slopes.</p> <p>4.3.3 A road maintenance programme is maintained at Group level, this includes an approval process for any new roads being developed by individual members.</p> <p>4.3.4 Group manage to have monitoring procedure for peat subsidence and water management for plantings on peat where relevant</p> <p>4.3.5 Group Manager develops regular drainability assessment schedule for the group and implements this</p> <p>4.3.6 There is a group level policy and plan for managing fragile and problem soils occurring in the group. The Group Manager shall ensure implementation by individual group members.</p>	<p>Procedure for planting on slopes was indicated in the sustainability page 35 of 44. Terrace is required to deal when the planting on slopes are unavoidable even though current planted areas hold by group members are on the flat area.</p> <p>Currently there is no road maintenance program developed by each group member. The result is also consistent with the result from onsite inspection.</p> <p>Consequence from the onsite inspection and secondary data from relevant government, there is no peat soil and also other fragile soil. Therefore, specific plan to manage those fragile soil areas is not applicable. To assess whether there is fragile soil especially for those new group members in the future, however, the question in the assessment form Jor Sor Bor 001 is indicated that</p>	Yes

<b>Criterion 4.4 Practices maintain the quality and availability of surface and ground water.</b>		
4.4.1 An implemented water management plan shall be in place.		Minor
4.4.2 Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.		Major
4.4.3 Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6).		Minor
4.4.4 Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>4.4.2 Where applicable individual members shall demonstrate maintaining and restoring riparian and other buffer zones as specified within group SOPs.</p>	<p>Some of the group member's plantations are close from water course. To avoid the contamination of water resources from run-off of soil, nutrients or pesticide, however, the group has established the instruction for those members close to water courses to have buffer zones with natural vegetation along these waterways. The buffer zones are also required to stop spraying agrochemical (if any).</p> <p>On-site inspection of Mr.Narong Petchchu's plantation and Mr.Sutin Hirunrueng's plantation who have planted palm oil nearby the river confirmed that the buffer zone along the waterway is well maintained. In addition, Mr.Narong Petchchu and Mr.Sutin Hirunrueng were stopped using agrochemical after joining the group</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>4.4.1 &amp; 4.4.2 are the responsibility of Group Manager</p> <p>(4.4.3 &amp; 4.4.4 are not applicable).</p> <p>4.4.1 Group Manager shall have Map of all water ways and water bodies and have procedures as part of water management plan.</p>	<p>The Google Earth and site survey were used to obtain the map for water ways and water bodies.</p> <p>According to the database of the group, there are totally 34 group members who have plots nearby the river.</p> <p>Water management plan especially prevention on the erosion and runoff of agrochemical into the water bodies and identified HCV are established. The management plan to deal with this case was established for each group member. For instance, frond stack to prevent the erosion and stop using agrochemical at plots closed to river are one of the management plan.</p> <p>Besides, the integrated management plan indicated in sustainability manual was established and covered for all group members who have plots nearby the water bodies. Activity required in this integrated management plan is to maintain vegetation along the river.</p>	Yes
<b>Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</b>		
4.5.1 Implementation of Integrated Pest Management (IPM) plans shall be monitored.		Major
4.5.2 Training of those involved in IPM implementation shall be demonstrated.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>4.5.2 Individual members must attend training.</p>	<p>All the selected members who were visited during the surveillance assessment were trained about IPM techniques by the group advisors and they could demonstrate an understanding of those techniques. All of them have planted coral vine (<i>Antigonon leptopus. Hook&amp;Arn</i>) and some group member has planted both coral vine (<i>Antigonon leptopus. Hook&amp;Arn</i>) and sage rose (<i>Turnera ulmifolia L.</i>). Anyway, other pest controls, such as the rat trap, did not use due to there were no immature oil palms owned by selected group members.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>4.5.1 is the responsibility of Group Manager. Have a written procedure on IPM.</p>	<p>IPM procedure for prevention and intervention established by GIZ and Economy of Agriculture Office is available upon request. This IPM manual was used as the material for the training. The IPM training was also given during the group meeting on 1 February 2017</p>	Yes

4.5.2 Group Manager to provide IPM training.		
<b>Criterion 4.6 Pesticides are used in ways that do not endanger health or the environment</b>		
4.6.1 Justification of all pesticides used shall be 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
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
4.6.3 Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines.		Major
4.6.4 Pesticides that are categorised 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 national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.		Minor
4.6.5 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 and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).		Major
4.6.6 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 (see Criterion 5.3).		Major
4.6.7 Application of pesticides shall be by proven methods that minimise risk and impacts.		
4.6.8 Pesticides shall be applied aurally 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
4.6.9 Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated; including provision of appropriate information materials (see Criterion 4.8).		Minor
4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).		Minor
4.6.11 Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.		Major
4.6.12 No work with pesticides shall be undertaken by pregnant or breast-feeding women.		Major
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>4.6.1 Individual members shall be able to demonstrate knowledge of pest &amp; applicable chemical use.</p> <p>4.6.2 Individual members keep records of pesticides use.</p> <p>4.6.5 Individual members ensure that anyone handling chemicals has attended relevant training.</p> <p>4.6.6 Individual members store pesticides consistent with Group SOPs.</p> <p>4.6.10 Individual members must dispose of waste materials according to group SOPs.</p> <p>4.6.12 Individual members ensure no pregnant or breastfeeding women are handling pesticides.</p>	<p>During on-site assessment, only plantation owned by Mr.Kumnuan Thammapattharakul has still applied the agrochemicals for controlling of weeds. While the rest of group members who were visited plantation showed no evidence that members have applied agrochemicals. Only one group member from total 11 selected group members, Mr.Kumnuan Thammapattharakul, applied agrochemical, glyphosate-isopropylammonium 48% (Roundup) with license no.158-2554 and paraquat dichloride 27.6% (Gramoxone) with license no.156-2554 which is one of pesticides registered with the Department of Agriculture in accordance with the Hazardous Substances Act B.E. 2535 (1992) was applied in his plantation.</p> <p>Based on the result from inspection of the farm record book filled by Mr.Kumnuan Thammapattharakul , glyphosate-isopropylammonium 48% (Roundup) was applied last year and paraquat dichloride 27.6% (Gramoxone) was applied on 15-16 April 2017 by subcontractor. The contractor was trained according to chemical applied SOP by Mr.Kumnuan. The concentration of the paraquat dichloride 27.6% (Gramoxone) applied in the plantation with planted area 139 rai (22.24 ha) was to 1000 ml of product per 100 liters of water. During the inspection on-site, it was also confirmed that he do not have storage to keep any chemical at the plantation. From the interview, he demonstrates an understanding that surplus pesticide and their empty containers have been rinsed 3 times with water. Rinsed water that contains the pesticide was applied in the plantation again. Then, the empty containers were disposed by the landfill operated by the subcontractor. From the interview, he confirmed that no pregnant or breastfeeding women are handling pesticides.</p>	Yes

<p><b>Requirement for Group Manager</b></p> <p>4.6.1 Group Manager to develop manual for pest &amp; chemical use and relevant training.</p> <p>4.6.11 Group Managers to monitor occurrence of illnesses and health conditions of members and their workers that are handling agrochemicals, to identify needs for medical check-up.</p> <p>4.6.3; 4.6.4; 4.6.7; 4.6.8 &amp; 4.6.9 are the responsibility of the Group Manager.</p> <p>For 4.6.2; 4.6.5; 4.6.6; 4.6.10;</p> <p>4.6.12 Group Manager has oversight responsibility.</p>	<p>For plots owned by Khun Khamnuan, auditor found that pesticides are recently applied. However, the health screening on the illnesses and health condition of the sprayer who employed by the group member was conducted by cooperation with the District Health Support Hospital. The latest for health screening was conducted on 18 April 2016 for 18 sprayers including group members who applied agrochemical. Based on this result, 2 from 18 sprayers have health condition under the risk. According to continual improvement plan, only 6 from total number of group members still apply agrochemical. These group members were asked by the group to stop using agrochemical within 2019.</p>	<p>Yes</p>
<p><b>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</b></p>		
<p>4.7.1 A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p>	<p>Major</p>	
<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.</p>	<p>Major</p>	
<p>4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p>	<p>Major</p>	
<p>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.</p>	<p>Major</p>	
<p>4.7.5 Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p>	<p>Minor</p>	
<p>4.7.6 All workers shall be provided with medical care, and covered by accident insurance.</p>	<p>Minor</p>	
<p>4.7.8 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p>	<p>Minor</p>	
<p><b>Interface</b></p>	<p><b>Findings</b></p>	<p><b>Compliance</b></p>
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>Member shall collaborate with Group Manager to ensure dangers on farm are identified.</p> <p>Members shall provide input to the development of the OHS policy and management plan.</p> <p>Members shall attend trainings related to OHS.</p> <p>Members shall implement the management plan and at least ensure the provision of PPE and medical check-ups for high risk</p>	<p>The group has an occupational health and safety policy described in the sustainable manual. This manual is used as a guideline document for matters related to occupational health and safety. This manual also contains management practices in key activities. A copy of this manual is provided to all group members. It is the responsibility of group members to encourage the hired subcontractors to implement occupational health and safety in accordance with policy and instructions.</p> <p>All the selected members have the training record according to an occupational health and safety. Individual group member has also responsible to monitor whether subcontractor implemented according to the occupational health and safety policy and instructions. The activities for which subcontractors are used are; for instance, harvesting of FFB, transporting of FFB from plot to the mill, and weeding using lightweight mowing machine.</p> <p>The record book given by the group contains the relevant information to record the accident related to work. Moreover, guidelines on accident and emergency procedures are available and used to brief the hired subcontractors. Subcontractors were</p>	<p>Yes</p>

<p>workers. In the case of hazardous chemical use, a description of the relevant chemicals should be brought to the field.</p> <p>Members shall report accidents on the farm to the Group Manager. Each member ensures that there is a first aid kit available at the work site when there is operation going on in the field.</p> <p>Appropriate to scale, workers shall be provided with medical care and covered by medical insurance.</p> <p>If accidents occur involving casual workers, members shall be expected to provide medical care for the workers involved.</p>	<p>encouraged by group members to inform of any accidents related to work (if any).</p> <p>During the assessment, it is noted that there was no either major or minor accident. Anyway, during the assessment, all selected member have prepared a first aid kit appropriate and adequate for use.</p>	
<p><b>Requirement for Group Manager</b> Group Manager shall conduct a risk assessment in collaboration with members.</p> <p>Based on the identified risks, an Occupational Health and Safety policy and/or plan shall be documented and implemented, including the need for medical insurance for workers appropriate to scale.</p> <p>Group Managers shall develop OHS/First Aid manual and distribute to all individual members.</p> <p>Group Manager shall hold regular training based on Group OHS/First Aid manual for members and/or workers.</p> <p>Group Manager shall record members' accidents on the farm. Group Manager reviews the manual periodically.</p> <p>Appropriate to scale, consider forming an Occupational Health Committee.</p>	<p>There is no evidence showing that the risk assessment on occupational health and safety plan/policies has been conducted. Therefore, there is no identified list of PPE for minimizing the risk on occupational health and safety.</p>	Major NC
<b>Criterion 4.8 All staff, workers, smallholders and contract workers are appropriately trained.</b>		
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
4.8.2 Records of training for each employee shall be maintained.		Minor
Interface	Findings	Compliance
<b>Requirement for Individual</b>	From the interview, all selected members have attended training courses that provided by Group manager and filled in the farm	Yes

<p><b><u>Member with up to 50ha of plantation size</u></b> Anyone working on the farm shall be briefed on best practices relevant to the job they are doing.</p> <p>Members and workers shall participate in the trainings where appropriate.</p> <p>Members inform the Group Manager on participation of workers in training.</p>	<p>record book such as awareness on relevant RSPO standard, legal requirements, SOP, soil and water management, IPM, agrochemical use, occupation health and safety in palm oil plantation, farm record keeping, Good Agriculture Practice of palm oil plantation and functions of group members and responsibly.</p> <p>Individual group members are responsible for training to hired subcontractors or workers. Anyway, group manager has provided the training course that directly concerned to workers or subcontractors such as fertilizer and agrochemical use, occupation health and safety in palm oil plantation and wastes management.</p>	
<p><b><u>Requirement for Group Manager</u></b> Group Manager shall ensure that all members are trained on the RSPO P&amp;C and records of such training shall be kept.</p> <p>Appropriate to scale, Group Manager shall prepare a training plan.</p> <p>Appropriate to scale, training records shall be kept.</p>	<p>Training plan for year 2017 established before the end of year 2016 covers several topics e.g. RSPO standard, occupational health and safety, palm oil management, laws and regulations, HCV, EIA and SIA, and ICS.</p> <p>The training on above mentioned topics was carried out on 11 February 2017 for all group members during the group meeting.</p>	Yes

#### Principle 5: Environmental Responsibility and Conservation of Natural Resources and Biodiversity

<b>Criterion 5.1 Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</b>		
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
5.1.1 An environmental impact assessment (EIA) shall be documented.		Major
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 management plan. The management plan shall identify the responsible person/persons.		Minor
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
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Individual members shall demonstrate an understanding of the environmental risks of their operations.</p> <p>Individual members shall demonstrate an understanding of the mitigation plan to reduce the environmental impacts.</p> <p>Individual members shall contribute to the reduction of environmental impacts.</p>	<p>Group manager and team conducted the EIA, SIA and HCV assessment with each member. All plantations owned by group members were assessed by third party, community leader, for an environmental and social impact using that simplified checklist. Only relevant community leaders were invited by group to be an assessor for environmental and social impact assessment.</p> <p>During on-site assessment, all the selected members demonstrate an understanding of the environmental risks of their operations and the mitigation plan to reduce the environmental impacts, such as, the contamination of agrochemical into the river if it is not used appropriately.</p> <p>The group member aware that they could reduce that impact by reducing the use of chemical. In case their plantation close to the river, they have to maintained natural vegetation along these waterways and do not plant or replant palm tree 10-15 metre from the riverside.</p> <p>From on-site inspection, one of 11 selected plantation owned by Mr.Sutin Hirunrueng, his plantation close to the river, the result was confirmed that natural vegetation along these waterways is</p>	Yes

	still well maintained and he did not apply agrochemical after joining the group.	
<p><b>Requirement for Group Manager</b></p> <p>Group Managers shall identify all activities that have an impact on the environment.</p> <p>Group Managers shall develop a mitigation plan to reduce environmental risks and review the plan every two years.</p> <p>Group Managers shall organise training for members on environmental risks and mitigation measures.</p> <p>Group Managers shall monitor implementation of mitigation plan.</p>	<p>Environmental mitigation plan was established to manage those identified risk activity on environment. Only plots nearby the river are classified as risk area to cause negative impact to environment.</p> <p>To reduce this identified impact especially plots closed to the river, the mitigation plan to maintain the vegetation and prohibit the use of agrochemical are set by the group. During the group meeting on 11 February 2017, group gave the training to boost awareness to both group members who have plots nearby the river and those who do not have plot nearby the river.</p> <p>Monitoring whether the group member maintained the buffer zone along the river was carried out by zone manager (farm advisor). Photos taken before and after implementation to maintain vegetation along the river were verified during the audit. Result from verification confirmed that vegetation is well maintained along the river for those plots nearby the river.</p>	Yes
<p><b>Criterion 5.2 The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</b></p>		
5.2.1	Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).	Major
5.2.2	Where rare, threatened or endangered (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 a management plan.	Major
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 instigated 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
5.2.4	Where a management 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 management plan</li> </ul>	Minor
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
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>Individual members shall demonstrate basic understanding of HCVs and RTEs and the need to protect them.</p> <p>Individual members shall check with the Group Manager status of HCVs and RTEs of their farm based on the HCV assessment report.</p> <p>Individual members shall participate in the HCV assessment.</p> <p>Individual members shall be involved in the implementation of the HCV management and monitoring plan (to maintain and/or</p>	<p>Simplified checklist for HCV assessment was also established for further use by the group to assess the presence of HCV habitat within and adjacent area with the group member plantations. As most plantation owned by group members were planted decades ago, therefore, there is no record of the presence of the HCV in the planted area and adjacent area. It is not only HCV but also RTE were not identified within and adjacent boundary areas.</p> <p>From the interview, the selected members demonstrated a basic understanding of HCVs and RTEs and the need to protect them. They also demonstrated understanding why they have to participate in the HCV assessment.</p> <p>Due to, Most of There are no HCVs and RTEs identified within and adjacent area with the selected members' plantation, the implementation of the HCV management and monitoring plan is not applicable.</p>	Yes

<p>enhance HCVs).</p> <p>Individual members shall make their workers aware of the status of RTE species and the applicable disciplinary measures.</p> <p>Individual members shall be aware of the rights of other local communities that are related to identified HCVs and RTEs.</p>		
<p><b>Requirement for Group Manager</b></p> <p>HCV assessments shall be conducted by an independent party, or where applicable, an internal assessment can be facilitated by the Group Manager (refer to generic P&amp;Cs or NIs where available; see guidance).</p> <p>Group Managers shall develop action plans and SOPs (e.g. for RTE species, riparian areas) based on the HCV management and monitoring plan.</p> <p>Group Managers shall implement a mechanism for individual members to report on threats to HCVs.</p> <p>In cases where there is an overlap of local community rights and HCV areas, the Group Manager shall initiate the negotiation of an agreement that optimally safeguards both the HCVs and these rights.</p> <p>Group Manager conducts training for their individual members and their workers about the status of HCV and RTE species and the applicable disciplinary measures.</p>	<p>External supporting team assisted in establishing the method and procedure for assessing the presence of HCV in the planted area owned by group member. Checklist for HCV assessment was also established for further use by group to assess the presence of HCV habitat within and adjacent area of the group member plots. Group committees who work with community leaders for HCV assessment have also been trained by experts from Prince of Songkhla University and Office of Agricultural Economic. For HCV assessment, village headman was asked as the assessor to complete the HCV checklist, in order to comply with the absence of conflict of interest.</p> <p>Overall results conducted by village headman showed that there is no record of the presence of the HCV in the planted area and adjacent area. Not only HCV but also RTE were not identified within and adjacent boundary areas as nearby (boundary) areas are also planted with either oil palm or other agricultural crops such as rubber tree.</p> <p>Since group participated the village headman meeting frequently, this is one of opportunity to get any report on situation of HCV. This concern is particular for the birds that are able to migrate from any habitats. For those group members, they also have been trained on HCV and how to report when they found any doubt species to the group during the group meeting on 11 February 2017.</p>	<p>Yes</p>
<p><b>Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</b></p>		
<p>5.3.1 All waste products and sources of pollution shall be identified and documented.</p>	<p>Major</p>	
<p>5.3.2 All chemicals and their containers shall be disposed of responsibly.</p>	<p>Major</p>	
<p>5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p>	<p>Minor</p>	
<p><b>Interface</b></p>	<p><b>Findings</b></p>	<p><b>Compliance</b></p>
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>Appropriate to scale, members shall have a documented waste management and disposal plan.</p>	<p>Form on-site assessment, all the selected members have a documented waste management and disposal plan in place and communicate to all workers even though non-conformity was raised against group manager.</p> <p>Onsite inspection found that no group members applied chemical pesticide. Wastes mainly originate from fertilizer bags. Fertilizer application was normally carried out twice a year. As all selected members hired subcontractor for applying fertilizer, fertilizer bags</p>	<p>Yes</p>

<p>Members shall communicate to all workers the waste management and disposal plan.</p> <p>Members shall ensure that all chemical containers are properly handled and disposed.</p> <p>Members shall ensure that the workers are trained on waste management and disposal. Records of such training shall be kept.</p>	<p>after use are also disposed by subcontractors but may in doubt whether it is approved by relevant government.</p> <p>For plantation owned by Mr.Kumnuan who applied paraquat dichloride 27.6% (Gramoxone) to eliminate the weed, empty containers of paraquat were disposed by the landfill operated by the subcontractor.</p>	
<p><b>Requirement for Group Manager</b> Appropriate to scale, the Group Manager shall ensure that there is a documented waste management and disposal plan is in place.</p> <p>Group Manager shall communicate to all members on the waste management and disposal plan.</p> <p>The Group Manager shall ensure that all chemical containers are properly handled and disposed</p> <p>The Group Manager shall ensure that the members are trained on waste management and disposal. Records of such training shall be kept.</p>	<p>Even though waste management and disposal plan especially empty chemical container that must be disposed by collector who approved by governmental authority was established, the actual implementation was not relevant to written procedure. Moreover, there is no either communication or training record for waste management and disposal for those selected group members</p>	<p>Minor NC</p>
<p><b>Criterion 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.</b></p>		
<p>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.</p>		<p>Minor</p>
<p><b>Interface</b></p>	<p><b>Findings</b></p>	<p><b>Compliance</b></p>
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b> Appropriate to scale, members shall implement the actions as outlined in the Group's plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p>	<p>During on-site assessment, the selected members who eliminate weeds by themselves, have the records of fuel consumption of lawn mowers keep in the farm record book. The group manager could use those records to implement the action plan for improving and monitoring the efficiency of the use of fossil fuels and to optimize renewable energy.</p>	<p>Yes</p>
<p><b>Requirement for Group Manager</b> Appropriate to scale, Group Manager shall have a plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p>	<p>Group manager has responsible to collect the fossil fuel used for activity associated with palm oil plantation. Then, the number of fossil fuel used is used as the baseline to develop the plan for improving the efficiency of the use of fossil fuel. The plan for improving the efficiency of the use of fossil fuel was one of the several topics used to communicate with group members on 11 February 2017</p>	<p>Yes</p>
<p><b>Criterion 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.</b></p>		
<p>5.5.1 There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p>		<p>Major</p>
<p>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 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p>		<p>Minor</p>

Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>5.5.1 Individual members shall provide evidence that they understand the No Burning Policy of the group.</p> <p>5.5.2 Individual members shall provide proposals for use of fire to the Group Manager for assessment and approval prior to burning.</p>	<p>From the interview, all the selected members understood the No Burning Policy of the group. They could also explain the impacts if they use fire for burning, such as the earth warming issue.</p> <p>All the selected members are aware that they cannot use fire for land preparation during replanting. Use of fire for waste disposal is also prohibited. Zero burning techniques have been explained to group members through internal training by group manager teams.</p> <p>During on-site visits, there is no evidence showing that fire was used to dispose of waste or for land preparing at the selected members' plantation.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>5.5.1 The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• Provide evidence of a no use of fire policy in group SOPs.</li> <li>• Demonstrate that individual farms have been visited for this requirement.</li> <li>• Explain how all the above is socialised to individual members of the Group.</li> </ul> <p>5.5.2 The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• Demonstrate that any use of fire by any individual member has been assessed to be justified under the ASEAN guidelines ASEAN Policy on Zero Burning' 2003.</li> <li>• Provide written approval from the relevant environment authority on the use of fire in certain situations as prescribed by the ASEAN guidelines.</li> </ul>	<p>Zero burning is one of the group policies established by the group. Explanation of the zero burning is given during the group meeting on 11 February 2017. Therefore, group members are aware that they cannot use fire for land preparation during replanting.</p> <p>During field visit, there is no evidence of any kind of burning sign notices at the sampled group members.</p> <p>Interview with stakeholders during public consultation meeting conducted by the auditor during the assessment confirmed that fire has never been used in this region.</p>	Yes
<p><b>Criterion 5.6 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</b></p>		
<p><i>Note on smallholder context: The RSPO Emissions Reduction Working Group (ERWG) and the RSPO SHWG agree that there should be a simplified mechanism for smallholders for compliance on the GHG matters and that smallholder should not be overburdened due to their limited capacity. Further details will be developed.</i></p>		
5.6.1	An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4).	Major
5.6.2	Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.	Major
5.6.3	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
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Nil</p>	This requirement is not applicable	N/A
<p><b><u>Requirement for Group Manager</u></b></p> <p>The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• List significant pollutants and identify sources of emissions.</li> </ul>	Up to now, there are no pollutions caused by palm oil activities. However, plan for minimizing the impacts on environment caused by activities was established. It is noted that this plan is not associated pollutants caused by palm oil operation.	Yes

<ul style="list-style-type: none"> <li>Identify options to reduce pollutants and emissions and consider whether the group can implement any of these.</li> <li>Based on the above, where possible, mitigation measures shall be developed and implemented.</li> <li>Socialise the information to the group members.</li> </ul>		
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**Principle 6: Responsible Consideration of Employees and of Individuals and Communities Affected by Growers and Millers**

<b>Criterion 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 negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</b>		
6.1.1 A social impact assessment (SIA) including records of meetings shall be documented.		Major
6.1.2 There shall be evidence that the assessment has been done with the participation of affected parties.		Major
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, including responsibilities for implementation.		Major
6.1.4 The plans shall be reviewed as a minimum once every two years 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
6.1.5 Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Individual members shall demonstrate an understanding of the social risks of their operations.</p> <p>Individual members shall demonstrate an understanding of the mitigation plan to reduce the social impacts.</p> <p>Where applicable, individual members shall help to address negative social impacts in a consultative manner.</p>	<p>The simplified checklist for social impact assessment formulated in collaboration among external supporters was used to assess the social impact. All the selected members who were selected for the surveillance assessment have been assessed by local community leader on social impact caused by their operation. Community leaders were asked to be the assessor for the social impact assessment because community leader know well issues raised by his villagers through monthly community meeting. Therefore, there is no action plan needed to mitigate impacts caused by palm oil activities.</p> <p>During on-site assessment, all the selected members can be explained about the social risks of their operations and the mitigation plan to reduce the social impacts (if any), such as conflict on water use or migrant workers are employed by the farmers. Anyway, the results of social impact assessment confirmed that there is no impact from palm oil plantation activities.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>Group Managers shall identify all activities that have social impacts with the participation of affected parties.</p> <p>Group Managers shall develop a mitigation plan (with clear timetable) to reduce social risks and review the plan every two years in consultation with the affected parties.</p> <p>Group Managers shall organise</p>	<p>The simplified checklist for social impact assessment formulated in collaboration with external supporting team was used to assess the social impact. Community leaders, who are no group member, were asked to be the assessor for the social impact assessment to prevent conflict of interest.</p> <p>Result from the assessment showed that there is no negative impact to social. However, plan for minimizing the impacts on environment caused by activities was established on 23 November 2016. One of the plan is to communicate to stakeholders at the interval time especially participation the village headman meeting.</p> <p>Moreover, the group members were informed on the results from social impact assessment conducted by community leaders who are also group members of the group</p>	Yes

training for members on social risks and mitigation measures.  Group Managers shall monitor implementation of mitigation plan.		
<b>Criterion 6.2 There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</b>		
6.2.1 Consultation and communication procedures shall be documented.		Major
6.2.2 A management official responsible for these issues shall be nominated.		Minor
6.2.3 A list of stakeholders, records of all communication, including confirmation of receipt and that effort are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained.		Minor
Interface	Findings	Compliance
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> The individual member shall demonstrate understanding of the group's consultation and communication procedures.	From the interview, all selected members could explain about the group's consultation and communication procedures. For communication with group manager, the communication procedure defined in the sustainable manual is used.  Channel for communication between group manager and group member was also established such as calling, chat via application, meeting, announcement, complaints box.	Yes
<b><u>Requirement for Group Manager</u></b> The Group Manager shall develop a documented procedure for consultation and communication with local communities and other affected or interested parties. (6.2.1)  The Group Manager shall ensure that individual group members are informed of the consultation and communication procedure.  The Group Manager shall nominate an official responsible for these issues (6.2.2)  The Group Manager shall make a list of stakeholders or construct a "stakeholder register" and keep records of all communication and actions taken. (6.2.3)	Procedure for consultation and communication was set on the sustainability manual. The procedure for communication to stakeholder is also established. Group members have been informed on the procedure for consultation and communication with local communities during the group meeting on 11 February 2017 so that group members can join the meeting with local communities as planned.  The preference method for communication with the stakeholder is to use phone call to update any concerns. Stakeholder in the list updated in 2017 will be contacted by the group for public hearing on their prospectives.  The plan for communication by participating the meeting with the village headman was set to be conducted throughout the year.  The group chairman (M r Wanchai) has nominated himself to be responsible person to participate the meeting. He is also responsible person to deal with concerns relating to the social raised by the stakeholder	Yes
<b>Criterion 6.3 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</b>		
6.3.1 The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistle-blowers', where requested.		Major
6.3.2 Documentation of both the process by which a dispute was resolved and the outcome shall be available.		Major
Interface	Findings	Compliance
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Appropriate to scale, the member shall have a documented grievance mechanism in place.  The workers shall understand the	All the selected members have a documented grievance mechanism and/or procedure in place. The complaints and grievance procedure is available in the sustainable manual. Interviews with the selected members showed that they are aware of the procedure.  When complaints and grievance are raised, it is responsible of group manager to handle and resolve the complaints. Anyway, there was no evidence of any dispute and complaints raised by stakeholder and group member at the time of assessment.	Yes

<p>process.</p> <p>Appropriate to scale, the procedure shall provide documentation of both how the process of the dispute was resolved and the outcome.</p>	<p>Due to the fact that there are no compliant and grievance, it is not necessary to show dispute resolution process and outcome.</p>	
<p><b><u>Requirement for Group Manager</u></b></p> <p>The Group Manager shall have a documented grievance mechanism in place.</p> <p>The procedure shall provide documentation of both how the process of the dispute was resolved and the outcome.</p> <p>The Group Manager shall ensure members are familiar with the grievance procedure.</p> <p>Where necessary, the Group Manager shall support members to put in place documented grievance mechanism.</p>	<p>Complaints and grievance procedure is available in the sustainable manual.</p> <p>Interviews with especially new group members who were chosen for the second surveillance assessment showed that they are aware of the procedure. They could demonstrate their understanding the process for compliant and grievance if they were raised by the stakeholder.</p> <p>Inspection on the record book showed that there was no evidence of any dispute and complaints raised by stakeholder, community leader, governmental officers, and local communities even though they know the right to give the complaints and grievances.</p>	<p>Yes</p>
<p><b>Criterion 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.</b></p>		
<p>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.</p>	<p>Major</p>	
<p>6.4.2 A procedure for calculating and distributing fair compensation (monetary or otherwise) 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 trans-migrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land.</p>	<p>Minor</p>	
<p>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.</p>	<p>Major</p>	
<p><b>Interface</b></p>	<p><b>Findings</b></p>	<p><b>Compliance</b></p>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Individual group members formally request assistance by the Group Manager in this process to assure compliance with the procedures.</p>	<p>Individual group members are aware of procedure for negotiation for any loss of legal and customary right.</p> <p>All selected group members who were chosen for the assessment hold land deeds and land utilization certificate for all land used for oil palm cultivation; therefore, the customary right does not apply</p>	<p>Yes</p>
<p><b><u>Requirement for Group Manager</u></b></p> <p>6.4.1 &amp; 6.4.2: The Group Manager develops a procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>6.4.3: The Group Manager documents the process and outcome of any negotiated agreements and compensation</p>	<p>Group manager established the procedure for negotiation in case of loss of legal and customary right. However, All group members hold land deeds and licenses for all land used for oil palm cultivation; therefore, customary right does not apply.</p> <p>The audit team studied the whole compensation mechanism which will be based on decision from the court. This mechanism was written down in the sustainable manual of the group and was available on the group's board.</p> <p>It was found that it is satisfactory and thus far, no legal action has been taken against the group member by any party. The compensation will be made according to the decision of the independent arbitrator or court of justice (if any).</p>	<p>Yes</p>

<p>claims with evidence of the participation of affected parties, and makes this publicly available.</p> <p>The Group Manager assists individual group members in these situations upon request by the member.</p>		
<p><b>Criterion 6.5 Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</b></p>		
6.5.1 Documentation of pay and conditions shall be available.		Major
6.5.2 Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.		Major
6.5.3 Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.		Minor
6.5.4 Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Appropriate to scale, the members shall keep their documentation of pay and conditions.</p> <p>The pay shall meet at least the legal or industry standards minimum wage.</p> <p>If individual members employ workers or sub-contractors:</p> <ul style="list-style-type: none"> <li>• employment contracts and conditions (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be explained in the language they understand (6.5.2)</li> <li>• appropriate to scale, members shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible (6.5.3).</li> <li>• appropriate to scale, members shall make efforts to ensure access to food to workers, including providing allotment (space) for growing food.</li> </ul>	<p>There are no permanent workers hired by group members for oil palm operation. Subcontractors were hired for temporarily season for some activities e.g. harvesting, transporting of FFB from the plantation to mill, weeding, and fertilizer application.</p> <p>Rate of payment is determined by each task and agreed upon by both parties. For instance, both harvesting and transporting of FFB rate are range between 400-700 Baht/ton depend on the distance between plantation and mill. Meanwhile, rate for other activities composes of weeding rate 10 Baht/oil palm tree, frond cutting rate 16 Bath/oil palm tree, and fertilizer application 40-50 Baht/bag.</p> <p>According to laws on minimum wage for contractors employed temporary, there is no minimum wage for agricultural workers hired on daily basis. However, the minimum wage on 308 Baht/day for industrial worker in Suratthani province is known by all group members. Daily salaries for 8 hours of working obtained by subcontractors are always higher than 308 Baht.</p> <p>Inspection of the payment on the record book of all selected members confirmed that subcontractors were paid on average 500 Bath/person/day. Signature of the hired subcontractor as benefit receiver is shown on the record book.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>Appropriate to scale, the Group Manager shall ensure that members comply with labour laws</p>	<p>Evaluation on plots owned by group member was used to assess the compliance with the group SOPs and laws and regulations. Based on the results of assessment, there was no issue against the labour laws.</p>	Yes

and conditions (6.5.2, 6.5.3 & 6.5.4).  The Group Manager shall be aware of the legal or industry standards minimum wage.	Even though there is no legal minimum wage for agricultural workers employed on temporary basis, the legal minimum wage for industrial workers of 308 Baht/day (new minimum wage for industrial workers) is known by group manager and all group members.	
<b>Criterion 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 association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</b>		
6.6.1 A published statement in local languages recognising freedom of association shall be available.		Major
6.6.2 Minutes of meetings with main trade unions or workers' representatives shall be documented.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> If individual members employ workers: <ul style="list-style-type: none"> <li>A published statement shall be available in local languages recognising freedom of association (to form and join trade unions) (6.6.1)</li> <li>Minutes of the meeting with main trade unions or workers' representatives shall be documented and kept (6.6.2)</li> </ul>	Due to there are no permanent workers hired by group members for oil palm operation. This criterion is not applicable.	Yes
<b><u>Requirement for Group Manager</u></b> The Group Manager shall be aware of the statement, if applicable.	This criterion is not applicable to group smallholders	N/A
<b>Criterion 6.7 Children are not employed or exploited.</b>		
6.7.1 There shall be documentary evidence that minimum age requirements are met.		Major
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Member shall be aware of the child labour policy and implement it.  Member shall keep records of their employees including age, including copies of birth certificate/national identification card/passport.	From the interview, all the selected members are aware of the child labour policy and implement it.  Based on the list of subcontractors with copied of ID card which were kept at the group administration office, it confirmed that there is no children employed by group members.	Yes
<b><u>Requirement for Group Manager</u></b> Write a policy on Child Labour and keep records of documented evidence of awareness rising on child labour.  The policy shall be clear that children can only work under supervision, are family members	Child labour is one of the policies established by the group and indicated on page 2 of 44 of sustainability manual. Group manager and group management committee are responsible to ensure that group members are not employing any child labour either by direct or indirect employment when subcontractor is responsible to find the service team members.	Yes

and not doing hazardous work.		
<b>Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</b>		
6.8.1 A publicly available equal opportunities policy including identification of relevant/affected Groups in the local environment shall be documented.		Major
6.8.2 Evidence shall be provided that employees and Groups including local communities, women, and migrant workers have not been discriminated against.		Major
6.8.3 It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Members shall be aware of the equal opportunities policies and implement it.	From the interview, all the selected members are aware of the equal opportunities policies and how to implement to comply with the equal opportunity.  There is no evidence of discrimination among workers employed by the group member is observed during the on-site assessment.	Yes
<b><u>Requirement for Group Manager</u></b> Write a policy on equal opportunities and keep records of documented evidence of awareness rising on it.	Policy on equal opportunity is written in the sustainability manual.No evidence of discrimination among subcontracted workers employed by the group members is observed during the onsite assessment. For instance, subcontracting team member for harvesting is composed of both men and women.  Moreover, the equal opportunities policy stated by the group was confirmed with representatives of subcontract workers by interviewing during the public consultation meeting	Yes
<b>Criterion 6.9 There is no harassment or abuse in the work place, and reproductive rights are protected.</b>		
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
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.		Minor
6.9.3 A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce.		Minor
<b>Interface</b>	<b>Findings</b>	<b>Compliance</b>
<b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Appropriate to scale, members shall develop the policy/policies and procedure to prevent sexual, all other forms of harassment, violence and protection of reproductive rights.  Members shall make sure that all staff/workers are aware of the policies and procedures to prevent sexual and all other forms of harassment and violence as well as of the policy of the protection of reproductive rights.  Members shall be aware of the policy/policies and procedures for handling sexual and all other forms of harassment, violence and the protection of reproductive rights, in the language which the workers can understand (linked to 6.3).	The policy on preventing sexual harassment and violence against women and protection of reproductive rights is documented as one of the group policies in the sustainable manual. This policy is also posted on the board of the group. The grievance mechanism to address sexual harassment issues is similar to the complaint procedure.  From the interview, all the selected members are aware of the policies and procedures to prevent sexual and all other forms of harassment and violence as well as of the policy of the protection of reproductive rights.	Yes

<p><b><u>Requirement for Group Manager</u></b> Group Manager shall develop the Policy/Polices and procedure to prevent sexual and all other forms of harassment, violence and protection of reproductive rights.</p> <p>The Group Manager shall make sure that all members are aware of the policies and procedures to prevent sexual and all other forms of harassment, violence and protection of reproductive rights.</p> <p>The Group Manager shall ensure members are aware of the policy/polices and procedure for handling sexual and all other forms of harassment, violence and the protection of reproductive rights, in the language which the workers can understand (linked to 6.3).</p>	<p>Policy on preventing sexual harassment and violence against women and protection is documented as one of the group policy in the sustainable manual. The grievance mechanism to address sexual harassment issues is similar to the complaint procedure. To communicate this policy, group members were informed during the group meeting on 11 February 2017.</p>	<p>Yes</p>
<p><b>Criterion 6.10 Growers and millers deal fairly and transparently with smallholders and other local businesses.</b></p>		
<p>6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p>	<p>Minor</p>	
<p>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 (where these are under the control of the mill or plantation).</p>	<p>Major</p>	
<p>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.</p>	<p>Minor</p>	
<p>6.10.4 Agreed payments shall be made in a timely manner.</p>	<p>Minor</p>	
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> 6.10.2 The individual member understands the pricing mechanism of the purchaser. 6.10.4 Agreed payments to local businesses shall be made in a timely manner.</p>	<p>From the interview, all selected members understood the pricing mechanism. The FFB pricing mechanism is provided by the partnering mill's extension officer (Seangsiri Agro Industry Co.,Ltd.) through the FFB gate price at the mill.</p> <p>Daily FFB gate price is done under the control of Provincial Internal Trade Office. Normally, purchaser of the partnering mill is responsible to call to all group members for informing FFB gate price on daily basis. In general, members have freedom to choose any mill or even ramp palm collectors to sell their FFB.</p> <p>All group members; however, sell their FFB to partnering mill. Currently, all FFB sold to partnering mill are with RSPO claim. However, partnering mill prefers to give all group members who supply their FFB to the mill with premium price will be added 0.10-0.20 Baht/kg of FFB from the FFB gate price.</p>	<p>Yes</p>
<p><b><u>Requirement for Group Manager</u></b> 6.10.1: Where Group Managers sell the FFB on behalf of the group members, the Group Manager shall inform group members of the price of FFB obtained.</p> <p>6.10.2: The Group Manager shall record the general pricing mechanisms used by the purchaser/s of the FFB. The Group Manager shall record the</p>	<p>This requirement is not applicable because all group members have the right to sell their FFB to any mills and traders</p>	<p>N/A</p>

<p>corresponding information provided to the group members.</p> <p>6.10.3: Where Group Managers have the mandate to enter into contractual agreements on behalf of the group, the Group Manager shall inform group members about their content and make them available. These contracts shall also be fair, legal and transparent for the contractors.</p> <p>Where no such mandate exists, the Group Manager has to seek agreement from group members prior to entering contractual agreements with third parties. These contracts shall also be fair, legal and transparent for the contractors.</p> <p>6.10.4 Agreed payments to local businesses shall be made in a timely manner.</p> <p>If the Group Manager receives payment for the FFB produced by group members, the Group Manager shall make payments to the individual group members in a timely manner.</p>		
<b>Criterion 6.11 Growers and millers contribute to local sustainable development where appropriate.</b>		
6.11.1 Contributions to local development that are based on the results of consultation with local communities shall be demonstrated.		Minor
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
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> The responsibility for meeting this requirement lies with the Group Manager</p>	This criterion is not applicable to group members.	N/A
<p><b><u>Requirement for Group Manager</u></b> 6.11.1: Evidence of consultation with local communities and stakeholders.  Where contributions have been identified as necessary based on the consultation carried out, the Group Manager shall ensure that these are implemented</p>	<p>Group manager and group committees have joined the village headman meeting on 4 February 2017 to hear the concerns that might be raised by the village headman. This is one of channel to consult any local sustainable development project.</p> <p>Even though there is no sustainable development project initiated during the village headmen meeting, individual group member have donated to the temples regularly.</p>	Yes
<b>Criterion 6.12 No forms of forced or trafficked labour are used.</b>		
6.12.1 There shall be evidence that no forms of forced or trafficked labour are used.		Major

6.12.2 Where applicable, it shall be demonstrated that no contract substitution has occurred.		Minor
6.12.3 Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented.		Major
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Appropriate to scale, members shall have a policy on no forms of forced or trafficked labour.</p> <p>Members/workers shall be aware of the policy and ensure that no forms of forced or trafficked labour are used.</p> <p>Members shall keep relevant records of employment contracts. Where applicable, copies of post-arrival orientation programme and records of participation shall be kept.</p>	<p>The policy on no forms of forced or trafficked labour is documented as one of the group policies in the sustainable manual. From the interview, all the selected members are aware of the policy and confirmed that no forms of forced or trafficked labour are used.</p> <p>Due to there are no permanent workers and/or migrant workers. The records of employment contracts are not applicable.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>The Group Manager shall write a policy on no forms of forced or trafficked labour.</p> <p>The Group Manager shall ensure that members/workers are aware of the policy and that no forms of forced or trafficked labour are used.</p>	<p>This policy is indicated in the sustainability manual. Group members have been trained to boost awareness on this policy during the group meeting conducted on 11 February 2017.</p>	Yes
<b>Criterion 6.13 Growers and millers respect human rights.</b>		
6.13.1 A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1).		Major
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>6.13.1 Individual members to show evidence that they understand the policy.</p>	<p>The policy on respect human rights is one of the group policies in the sustainable manual. All the selected members have training record and can be explained about the policy.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>6.13.1 Group Manager to develop policy to respect human rights i.e. that worker are treated with respect and dignity, and ensure that this is communicated through group members.</p>	<p>Policy to respect the human rights is written in the sustainability manual. This is one of the policies indicated in the sustainability manual. Communication of this policy was conducted during the group meeting on 11 February 2017.</p>	Yes

**Principle 7: Responsible Development of New Plantings**

<b>Criterion 7.1 A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.</b>	
7.1.1 An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.	Major

7.1.2 Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.	Minor	
7.1.3 Where the development includes an out grower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention.	Minor	
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Individual members shall demonstrate an understanding of the environmental and social risks of their operations.</p> <p>Individual members shall demonstrate an understanding of the management plan to avoid or mitigate the social and environmental impacts.</p> <p>Where applicable, individual members shall help to address negative social and environmental impacts in a consultative manner.</p>	<p>Even though no new planting was carried out by all randomly group members who were chosen for this surveillance assessment, reviewing the group database while auditing at the group administration office of the group found that some of new group members joined the group in last year have plots where are recently planted (after year 2010).</p> <p>Even though those new group members have not been chosen for visiting and auditing, the relevant documents kept at the group were asked for the review. For instance, the EIA and SIA reports conducted by the community leader confirmed that there are no negative impacts caused by operation at plots owned by new group members who have new planting on environment and social.</p>	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>A comprehensive SEIA shall be conducted by an independent party, or where applicable, an internal assessment can be facilitated by the Group Manager (refer to generic P&amp;Cs or NIs where available).</p> <p>Group Managers shall confirm land ownership and user rights within the new planting area.</p> <p>Group Managers shall identify all activities that have environmental and social impacts (positive and negative) with the participation of affected parties.</p> <p>Group Managers shall develop a plan to avoid or mitigate environmental and social risks in consultation with the affected parties.</p> <p>Group Managers shall organise training for members on environmental and social risks and mitigation measures.</p> <p>Group Managers shall monitor implementation of SEIA management plan.</p>	<p>Even though new group members have new planting area of palm oil plantation, all plots owned by those new group members have already been assessed the social and environmental impacts by community leaders. The confirmation on the results of the assessment was done again during the village headman meeting.</p> <p>Group manager and group committees have provided the list of group members and results of the SIA and EIA to those community leaders and village headman to reconsider and confirm. This is one method showing that SIA and EIA were carried out under the participation of the affected parties.</p> <p>Based on the result from SEIA showing that there is no negative impact, therefore, the mitigation plan to avoid or mitigate the impacts to environment and social is not necessary.</p> <p>With regards to the training, the training subjects to new group members are not limited only the social and environmental issue but other topics have been provided by the group manager and group committee.</p>	Yes
<b>Criterion 7.2 Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</b>		

7.2.1 Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations.		Major
7.2.2 Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations.		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> 7.2.1 and 7.2.2 individuals' members can show appropriate understanding of soil type and suitability.</p>	<p>Even though no new planting was carried out by selected group members who were chosen for second surveillance assessment, reviewing the group database while auditing at the group administration office of the group found that some new group members have plots where are recently planted.</p> <p>Since those new group members have not been visited and audited, the relevant documents kept at the group were asked for the review. However, this requirement could not review during the audit. Therefore, it will be considered as not applicable</p>	N/A
<p><b><u>Requirement for Group Manager</u></b> 7.2.1 Group Manager shall:</p> <ul style="list-style-type: none"> <li>• compile and maintain an overall soil map for the group</li> <li>• provide required information and or training for individual members</li> </ul> <p>7.2.2 Overall soil map to include topographic information.</p>	<p>Soil map covered Suratthani province is obtained from Soil Development Bureau Region 11. Based on this soil map, it confirmed that the soil in provinces is suitable for palm oil plantation. Based on the database of the group, soil type resulting from soil map for each group member including those group members who are not relevant for Principle 7 was one of information in the group database</p>	Yes
<b>Criterion 7.3 New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>		
7.3.1 There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).		Major
7.3.2 A comprehensive HCV assessment, including stakeholder consultation, shall be conducted prior to any conversion or new planting. This shall include a land use change analysis to determine changes to the vegetation since November 2005. This analysis shall be used, with proxies, to indicate changes to HCV status.		Major
7.3.3 Dates of land preparation and commencement shall be recorded.		Minor
7.3.4 An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower's relevant operational procedures (see Criterion 5.2).		Major
7.3.5 Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2).		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Individual members shall demonstrate basic understanding of primary forest and HCV and the need to avoid clearing of such areas.</p> <p>Individual members shall check with the Group Manager the primary forest and HCV status of their farm within the landscape (see guidance) based on the HCV assessment report.</p> <p>Individual members shall</p>	<p>Even though new group members who have new planting of palm oil plantation have not been visited and audited, the relevant documents kept at the group were asked for the review.</p> <p>HCV assessment conducted by the community leader was also reviewed during the audit. It was confirmed that there is no RTE species and HCV identified in several plots and adjacent areas.</p>	Yes

<p>participate in the HCV assessment.</p> <p>Individual members shall be involved in the implementation of the HCV management and monitoring plan (to maintain and/or enhance HCVs).</p> <p>Individual members shall record dates of land preparation and commencement of their own farm.</p>		
<p><b>Requirement for Group Manager</b></p> <p>The Group Manager shall demonstrate basic understanding of primary forest and HCV and inform individual members of the need to avoid clearing of such areas.</p> <p>Prior to new plantings, a comprehensive HCV assessment shall be conducted by an independent party, or where applicable, an internal assessment can be facilitated by the Group Manager (refer to generic P&amp;Cs or NIs where available).</p> <p>The Group Manager shall develop SOPs for recording land preparation and commencement of farms by individual members.</p> <p>The Group Manager shall develop action plans and SOPs (e.g. for RTE species, riparian areas) based on the HCV management and monitoring plan.</p> <p>The Group Manager shall implement a mechanism for individual members to report on threats to HCVs.</p> <p>The Group Manager shall collate dates of land preparation and commencement of individual farms.</p> <p>The Group Manager conducts training for their individual members and their workers about the status of HCV.</p>	<p>According to the announcement of RSPO no 15 November 2016 (<a href="http://www.rspo.org/smallholders/announcements/announcement-on-the-resolution-to-review-and-amendment-of-the-updated-npp-process-as-applied-to-smallholders">http://www.rspo.org/smallholders/announcements/announcement-on-the-resolution-to-review-and-amendment-of-the-updated-npp-process-as-applied-to-smallholders</a>), the new oil palm development in smallholder areas (independent, scheme or associate) are relieved from the submission of the NPP.</p> <p>The HCV assessment conducted by internal assessor of the group for all plots where have recently planted is available. Results from the HCV assessment confirmed that not only HCV but also RTE were not identified within and adjacent boundary areas as nearby (boundary) areas. Based on this result, therefore, action plans for HCV management is not required.</p> <p>For the training, group members have been trained on HCV during the group meeting.</p>	<p>N/A</p>
<p><b>Criterion 7.4 Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.</b></p>		
<p>7.4.1 Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided.</p>	<p>Minor</p>	
<p>7.4.2 Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts.</p>	<p>Major</p>	

Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> 7.4.1 and 7.4.2 individuals' members can show appropriate understanding of marginal and fragile soil, to be consistent with group SOP.</p>	<p>Even though new group members were not chosen for visiting and auditing, the relevant documents kept at the group were asked for the review. However, this requirement could not review during the audit.</p>	<p>N/A</p>
<p><b><u>Requirement for Group Manager</u></b> 7.4.1 Group Manager shall:</p> <ul style="list-style-type: none"> <li>• compile and maintain an overall soil map for the group, including marginal and fragile soils - this can be part of the HCV map and assessment.</li> <li>• provide required information and or training for individual members.</li> </ul> <p>7.4.2 The Group Manager maintains and oversees plans for new development based on overall soil map.</p>	<p>Even though there is no soil map which resulting to cause non-conformity, all plots owned by group members are located in flat area. Therefore, it is not necessary to establish the action plan to manage the fragile soil and planted area on slope.</p>	<p>Yes</p>
<p><b>Criterion 7.5 No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</b></p>		
<p>7.5.1 Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples.</p>		<p>Major</p>
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Nil</p>	<p>This requirement is not applicable</p>	<p>N/A</p>
<p><b><u>Requirement for Group Manager</u></b> The Group Manager shall develop a documented system detailing how FPIC is implemented and shall ensure that new group members are included in this.</p> <p>The Group Manager shall retain documentary evidence of participation by affected local peoples and their understanding of the right to say 'no'.</p>	<p>Since all square meters of plantation area have been alienated with land deeds, licenses from the governmental authorities concerned such as Department of Land, Agricultural Land Reform Office of Ministry of Agriculture and Cooperatives, this requirement is not applicable</p>	<p>N/A</p>
<p><b>Criterion 7.6 Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</b></p>		
<p>7.6.1 Documented identification and assessment of demonstrable legal, customary and user rights shall be available.</p>		<p>Major</p>
<p>7.6.2 A system for identifying people entitled to compensation shall be in place.</p>		<p>Major</p>
<p>7.6.3 A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place.</p>		<p>Major</p>

7.6.4 Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development.		Minor
7.6.5 The process and outcome of any compensation claims shall be documented and made publicly available.		Minor
7.6.6 Evidence shall be available that the affected communities and rights holders have access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>Individual members shall retain copies of the documentary evidence of the process and outcome of compensation claims. (7.6.5)</p>	The relevant documents for those new group members who have new planting where are kept at the group were asked for the review. Based on the inspection on the land deeds, it was confirmed that there is no dispute because all square meter of land area is owned by the group	Yes
<p><b><u>Requirement for Group Manager</u></b></p> <p>The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• Document identification and assessment of demonstrable legal, customary and user rights (7.6.1).</li> <li>• Establish a procedure for identifying people entitled to compensation. (7.6.2)</li> <li>• Establish a procedure for calculating and distributing fair compensation. (7.6.3)</li> <li>• Document the process and outcome of any compensation claims and make publicly available (7.6.5)</li> <li>• Have documentary evidence that the affected communities and right holders have been informed that they have the right to access information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. (7.6.6)</li> </ul>	Since all square meters of plantation area have been alienated with land deeds, licenses from the governmental authorities concerned such as Department of Land, Agricultural Land Reform Office of Ministry of Agriculture and Cooperatives, this requirement is not applicable.	N/A
<b>Criterion 7.7 No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b>		
7.7.1 There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.		Major
7.7.2 In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.		Minor
Interface	Findings	Compliance
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b></p> <p>7.7.1 Individual members shall provide evidence that they understand the No Burning Policy</p>	To verify the compliance of this requirement, the public consultation meeting was used to confirm with stakeholder whether burning has been used for land clearance. The stakeholder confirmed that all group members including Mr Supan has never been used fire for land clearance	Yes

<p>of the group.</p> <p>7.7.2 Individual members shall provide proposals for use of fire to the Group Manager for assessment and approval prior to burning.</p>		
<p><b>Requirement for Group Manager</b></p> <p>7.7.1 The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• Provide evidence of a no use of fire policy in group SOPs.</li> <li>• Demonstrate that individual farms have been visited for this requirement.</li> <li>• Explain how all the above is socialised to individual members of the Group.</li> </ul> <p>7.7.2 The Group Manager shall:</p> <ul style="list-style-type: none"> <li>• Demonstrate that any use of fire by any individual member has been assessed to be justified under the ASEAN guidelines ASEAN Policy on Zero Burning' 2003.</li> <li>• Provide written approval from the relevant environment authority on the use of fire in certain situations as prescribed by the ASEAN guidelines.</li> </ul>	<p>Zero burning is one of the group policies established by the group. Explanation of the zero burning is given during the group meeting. Therefore, group members are aware that they cannot use fire for land preparation during replanting.</p>	<p>Yes</p>
<p><b>Criterion 7.8 New plantation developments are designed to minimise net greenhouse gas emissions.</b>  <i>Note on smallholder context: The RSPO Emissions Reduction Working Group (ERWG) and the RSPO SHWG agree that there should be a simplified mechanism for smallholders for compliance on the GHG matters and that smallholder should not be overburdened due to their limited capacity. Further details will be developed.</i></p>		
<p>7.8.1 The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated.</p>		<p>Major</p>
<p>7.8.2 There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options.</p>		<p>Minor</p>
Interface	Findings	Compliance
<p><b>Requirement for Individual Member with up to 50ha of plantation size</b></p> <p>Individual members shall be able to explain how you know where not to plant.</p>	<p>The relevant documents of group members who have new planting area kept at the group were asked for the review. Therefore, this requirement is not applicable</p>	<p>N/A</p>
<p><b>Requirement for Group Manager</b></p> <p><u>Maps:</u> The use of maps shall be expected which highlight the avoidance of peat areas and primary forests and where possible mineral soils have been selected for planting.</p> <p><u>Reporting:</u> Demonstrate to a third party that new plantings which occurred after April 2013 have where possible been designed to minimise GHG emissions.</p>	<p>Group has been working with Thai RSPO liaison staff to report the GHG emission even though there is no GHG emission caused by palm oil plantations from the group members. Thai RSPO liaison has accompanied the groups of Thailand for not only submitting GHG emission report but also other works that are required to report to RSPO for consideration</p>	<p>Yes</p>

<p>Groups will need to report confidentially to the RSPO on actions taken to mitigate GHG emissions. After 31. December 2016 these documents will need to be publically available and linked to 1.2</p> <p><u>Training:</u> The Group Manager shall provide training in relation to this indicator and its relevance for individual members (e.g. peat, high carbon stocks) and record this training.</p>		
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**Principle 8: Commitment to Continuous Improvement in Key Areas of Activity**

<b>Criterion 8.1 Growers and millers regularly monitor and review their activities, and develop and implement a Group Action Plan that allow demonstrable continual improvement in key operations.</b>		
	<p>The Group Action Plan for continuous improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria. As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> <li>• Reduction in use of pesticides (Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);</li> <li>• Optimising the yield of the supply base.</li> </ul>	<p>Major</p>
<p><b>Interface</b></p>	<p><b>Findings</b></p>	<p><b>Compliance</b></p>
<p><b><u>Requirement for Individual Member with up to 50ha of plantation size</u></b> Members shall provide inputs to the Group Action Plan for continual improvement.</p> <p>Members shall keep individual records of pesticide use, fertiliser application, FFB production etc. according to a standard template provided by the Group Manager.</p> <p>Discuss with the Group Manager the timing of the replanting programme.</p>	<p>All the selected members keep individual records of pesticide use, fertilizer application, agrochemical application, FFB production etc. in the farm record book according to a standard template provided by the Group Manager.</p> <p>All the selected members participated the annual meeting regularly with the group manager for consultation and discuss the action plan for continual improvement and discuss with the group manager the timing of the replanting programme (if any)</p>	<p>Yes</p>
<p><b><u>Requirement for Group Manager</u></b> Group Managers shall record information on environmental impacts, waste reduction, pollution &amp; GHG and social impacts.</p> <p>Group Managers shall periodically (e.g. quarterly) collate the records of individual members.</p>	<p>Based on the previous continual improvement plan, the group planned to reduce the number of group members who applied the chemical at 20% minimum. There are 34 group members from total 125 group members still use. The previous number of group member applied chemical in 2016 was 8. Today, total number of group members still applied chemical is 6.</p> <p>Monitor the existing the vegetation along the river for those 34 group members was done by farm advisor. Results shown in the monitoring report was consistency with the result during the second surveillance audit at plot own by Khun Narong Petchchoo.</p>	<p>Yes</p>

<p>Group Managers shall facilitate the development of the Group Action Plan through an annual group meeting.</p>	<p>For monitoring GHG, PalmGHG for member who do not have mill was used to calculate the GHG. Based on the inputs to be registered in PalmGHG, total fertilizer (for all formulas) applied by all group members is about 1,100 tons which are converted from the records as quantity/palm oil tree indicated in the record book</p>	
<p>Group Managers shall be responsible for the continuous improvement in key operations.</p>	<p>Even though there are no negative impacts on social, the group plan to maintain the relationship with the villagers and stakeholder surrounding the plots owned by group members by participating the meeting and other events held by the villagers.</p>	
	<p>Continual improvement plan was established for each activity. For instance, promoting IPM was one of the continuous improvement plans for the group. Group member is required to increase number of benefit host plant annually at least 1 plant</p>	

**3.4 Non-Conformances Raised in this Assessment**

As outlined, objective evidence was obtained separately for each of the RSPO Indicators and criterion for the mills and estates. The results for each indicator from each of the operational areas were evaluated to provide an assessment of conformity. A statement is provided for each of the RSPO indicators in order to support the findings of the assessment team. Details statement of non-conformance raised in this audit are summarized in Appendix 4.

**3.5 Status of Non-Conformities Previously Identified**

Status of non-conformities identified in previous assessment is summarized in Appendix 5.

**3.6 Noteworthy Positive Comments**

Well trained staffs for the group were allocated by the partnering mill to facilitate the group members for all activities. The mains responsible of the staffs allocated by partnering mill are relevant to administration work of the group such as database and documentation work. Chief of Kanchanadij Agricultural Office is invited by the group chairman to be group’s advisor. He donated his office for the group so that group can use it as administration office of the group. In addition, under the collaboration between Shell and Pathum Vegetable Oil Co., Ltd since 2013 which is another external supporting team could also improve the strengthen of the group. Not only the financial support but also the technical terms for helping to set up the system were provided by the external parties and engaged consultant.

**3.7 Issues Raised by Stakeholders**

A list of stakeholders contacted and their feedback (if any) is included as Appendix 3.

**4. CERTIFIED ORGANIZATION’S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY**

**4.1 Assessment Conclusion and Recommendation**

The audit team concludes that the organization  has  has not established and maintained its management system in line with the RSPO P&C and Group Certification requirements of the standard and demonstrated the ability of the system to systematically achieve agreed criterion & requirements.

**4.2 Acknowledgement of Internal Responsibility and Formal Sign-off Assessment Findings**

Bureau Veritas Hong Kong Limited and Lumnam Kadae Pattana Oil Palm Community Enterprise Group acknowledge and confirms acceptance of the Report contents and including the assessment findings.

I, the undersigned, representing Lumnam Kadae Pattana Oil Palm Community Enterprise Group (Certification Unit) acknowledge and confirm the contents of the assessment report and findings of the assessment.

 (Client's Signature)		
Name	:	Ms. Auraiwan Phonphai
Position	:	Group manager
Date	:	7 Jun 2017

I, the undersigned on behalf of Bureau Veritas Certification Hong Kong Limited, confirm the contents of the assessment report and findings of the assessment.

 (Lead Assessor's Signature)		
Name	:	Dr Chaiyaporn Seekao
Position	:	Product Development Manager
Date	:	7 Jun 2017



## **APPENDIX 1: TIMEBOUND PLAN**

Currently, there are 125 independent smallholders member of the group. All of them are included in the certification assessment. At present, there are no members (perspective members) excluded from the certification. Therefore, there is no time bound plan required at the time of assessment.

## APPENDIX 2: ASSESSMENT PROGRAM

AUDIT				
Person	Date	Time	Place	Activity
<b>Day 1 (17.4.2017)</b>				
CS + TW + PN	17.4.2017	09.00-09.30	Group administration office	<ul style="list-style-type: none"> <li>Opening meeting</li> <li>Find tune the understanding on the audit plan and briefings the RSPO audit process</li> </ul>
CS + TW + PN		09.30-11.00	Group administration office	<ul style="list-style-type: none"> <li>Public consultation meeting at Central Office</li> <li>• EIA, HCV, Burning Issues, Waste Mgt, Agrochem.</li> <li>• SIA, Communication, Complaint, Customary</li> <li>• Wages, Trade Union, Anti Child Labour/ Discrimination/Sexual Harrasment, Payment to Outgrower, CSR</li> </ul>
CS + PN		11.00-12.00	Plot 2 owned by Mrs.Chaliaw Krachokchol	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and interview with the member</li> <li>• Informal inform audit results</li> </ul>
TW		11.00-12.00	Mrs.Chalida Sawetsakularnont	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and interview with the member</li> <li>• Informal inform audit results</li> </ul>
CS + TW + PN		12.00-13.00		Lunch break
CS + PN		13.00-14.00	Plot 2 owned by Mr.Phanuphong Phutthasi	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and interview with the member</li> <li>• Informal inform audit results</li> </ul>
CS + PN		14.00-17.00	Group administration office	<ul style="list-style-type: none"> <li>Group certification standard</li> <li>• Group requirement (Group elements, compliance with standards, group manager)</li> <li>• Group management document and requirements (Group management structure and content, internal assessment system)</li> <li>• Chain of custody</li> </ul>
TW		13.00-14.00	Mr.Kamol Sawetsakularnont	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and interview with the member</li> <li>• Informal inform audit results</li> </ul>
TW		14.00-15.00	Mr.Narong Phetchu	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and interview with the member</li> <li>• Informal inform audit results</li> </ul>
TW		15.00-16.00	Mr.Virot Suwannajan	<ul style="list-style-type: none"> <li>• Opening briefing</li> <li>• Onsite inspection of smallholder estate and</li> </ul>

				interview with the member • Informal inform audit results
TW		16.00-17.00	Mr.Vichai Khachanurak	• Opening briefing • Onsite inspection of smallholder estate and interview with the member • Informal inform audit results
		17.00		End of day 1
<b>Day 2 (18.5.2017)</b>				
CS + PN	18.5.2017	09.00-15.30	Group administration office	Group certification standard • Group requirement (Group elements, compliance with standards, group manager) • Group management document and requirements (Group management structure and content, internal assessment system) • Chain of custody
TW		09.00-10.00	Mr.Thanachit Komsattaya	• Opening briefing • Onsite inspection of smallholder estate and interview with the member • Informal inform audit results
TW		10.30-12.00	Mr.Sutin Hiranrueang	• Opening briefing • Onsite inspection of smallholder estate and interview with the member • Informal inform audit results
TW		13.00-14.00	Mr.Kumnuan Thummapattharakul	• Opening briefing • Onsite inspection of smallholder estate and interview with the member • Informal inform audit results
TW		14.00-15.00	Mr.Prasoet Phetsrisom	• Opening briefing • Onsite inspection of smallholder estate and interview with the member • Informal inform audit results
CS + TW + PN		15.30-16.00	Group administration office	Auditor time
CS + TW + PN		16.00-17.00	Group administration office	Closing meeting
			17.00	

### APPENDIX 3: LIST OF STAKEHOLDERS CONTACTED

Contacted Smallholder	Feedback/Comments Received	Verification or Follow-Up Required by Clients / Bureau Veritas
Mr.Numchok Pongpaew	No comments	NA
Mr.Aumnat Raungsiri	No comments	NA
Mr.Rattakit Watchakul	No comments	NA
Mr.Kittisak Yuankerd	No comments	NA
Mr.Thasanai Ratthanakarun	No comments	NA
Mr.Thanom Sudwan	No comments	NA
Mr.Thaveesak Rodbamrung	No comments	NA
Mr.Amnuat Saengwijitkul	No comments	NA
Mr.Somsak Teethuan	No comments	NA
Mrs.Michit Aramthakul	No comments	NA

## APPENDIX 4: NON CONFORMITIES RAISED IN THIS AUDIT

<b>NCR No.</b>	M01	<b>Date Issued</b>	18/4/2017
<b>Category</b>	Major	<b>Due Date</b>	ASA2
<b>Requirements/Indicators</b>	E2.1.1 The Group Manager shall manage the Group in a systematic and effective manner by procedure for initial gap audit which can be a self-assessment		
<b>Statements of NCR</b>	The group did not demonstrate knowledge for conducting initial gap audit		
<b>Objective Evidence(s)</b>	There is no procedure for initial gap audit used to identify baseline practice and need for compliance for applicants who wishing to join the group has not established		
<b>Root Cause Analysis</b>	Since RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7th Mar 2016) is become mandatory after 7 March 2017, group has not fully understood what is new requirement resulted from the new version of the standard.		
<b>Corrective Action</b>	Procedure for accepting new group member in sustainable manual has been revised by including the procedure for initial gap audit especially for those new group members. Checklist which contains all questions required by the standard has now been established and ready for assessing the gap from those new group members. The team member of group manager who have now been trained will be responsible to interview the new group member rather than let them do self-assessment		
<b>Preventive Action</b>	Group manager and team have been trained by RSPO Thai liaison (Mr Thininai) on 5 May 2017. New RSPO standard for group of independent smallholder has been used as training material.		
<b>Verification of Corrective Action(s)</b>	Result from verification of the procedure established to deal with the new group member found that the system is ready to analyze the initial gap. Checklist established by the group covered all questions required by the standard. The staffs who have to responsible to interview by using the checklist have now been trained on 5 May 2017		
<b>Status</b>	Closed	<b>Date of Closure</b>	15.6.2017

<b>NCR No.</b>	M02	<b>Date Issued</b>	18/4/2017
<b>Category</b>	Major	<b>Due Date</b>	ASA2
<b>Requirements/Indicators</b>	E2.1.4 The Group Internal Control System shall include an initial gap audit procedure (i.e. baseline assessment and needs for compliance) for applicants wishing to join the Group.		
<b>Statements of NCR</b>	The group didn't follow the requirement on the initial gap audit		
<b>Objective Evidence(s)</b>	Group has not conducted initial gap audit for those applicants who applied with the group after 7 March 2017. Therefore, relevant questions as per required by the standards have not been used to assess these applicants		
<b>Root Cause Analysis</b>	Since RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7th Mar 2016) is become mandatory after 7 March 2017, group has not fully understood what is new requirement resulted from the new version of the standard. Therefore, the group didn't conduct the initial gap audit		
<b>Corrective Action</b>	Group has conducted the initial gap audit for new group member (Mr Montien Bhumitaweepanya) on 21 May 2017. The checklist stated above mentioned was used to execute the initial gap audit		
<b>Preventive Action</b>	Procedure for accepting new group member in sustainable manual has been revised by including the procedure for initial gap audit especially for those new group members. Group manager and team have been trained by RSPO Thai liaison (Mr Thininai) on 5 May 2017. New RSPO standard for group of independent smallholder has been used as training material.		
<b>Verification of Corrective Action(s)</b>	Group has now conducted the initial gap audit for new group members who recently joined the group. The gap audit was carried out by the group manager on 21 May 2017. The checklist contained all indicators required by RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7th Mar 2016) has been used for the audit		
<b>Status</b>	Closed	<b>Date of Closure</b>	15.6.2017

<b>NCR No.</b>	M03	<b>Date Issued</b>	18/4/2017
<b>Category</b>	Major	<b>Due Date</b>	ASA2
<b>Requirements/Indicators</b>	<p>2.1 (group manager requirement) Group Managers shall have a list/'legal register' of all applicable laws and regulations and state:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Where the laws were obtained from.</li> <li><input type="checkbox"/> How they are circulated and how often and record this communication.</li> <li><input type="checkbox"/> Who and how ensures that the laws are being implemented.</li> <li><input type="checkbox"/> Who monitors and updates the list and how often.</li> <li><input type="checkbox"/> Who records when updates are communicated.</li> </ul>		
<b>Statements of NCR</b>	The group didn't demonstrate sufficient knowledge to address all requirement of the standard		
<b>Objective Evidence(s)</b>	<p>Group has no system relating to applicable laws and regulations required for group manager as following:</p> <ul style="list-style-type: none"> <li>• Where the laws were obtained from.</li> <li>• How they are circulated and how often and record this communication.</li> <li>• Who and how ensures that the laws are being implemented.</li> <li>• Who monitors and updates the list and how often.</li> <li>• Who records when updates are communicated.</li> </ul>		
<b>Root Cause Analysis</b>	Group has not aware the new requirement stated in RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7th Mar 2016), therefore, those new things have not been implemented to ensure it is in compliance with the standard. Moreover, the group has no specific person who responsible to handle issues related laws and regulation		
<b>Corrective Action</b>	<p>Lists of laws and regulation were established by the group manager and team. The responsible person (group manager) who will be monitor and update the laws and also monitor to ensure that all relevant laws and regulations are being implemented by group member was appointed by group chairman (Mr Wanchai Kannarong) on 16 May 2017. To communicate the list of laws and regulation to group members, group has organized the training on 19 May 2017 by inviting external trainer (Dr Theerapong Janniyom). For those group members who cannot participate the training, brochures contained laws and regulations are distributed. Moreover, list of laws and regulations were also posted at the FFB weighing station where all group members will sell FFB to. Then, the group has conducted the monitoring to ensure that laws which are recently established are being implemented. Group manager and team are the assessor who conducted the compliance audit for the group members</p>		
<b>Preventive Action</b>	Group manager and team who have to responsible to monitor the topics related to laws and regulation have been trained by RSPO Thai liaison (Mr Thininai) on 5 May 2017		
<b>Verification of Corrective Action(s)</b>	<p>Lists of relevant laws and regulation have now established by the group. The responsible person who will monitor and update the laws and regulation has been appointed by group chairman on 16 May 2017. Group members were informed the list of laws and regulation by the training, brochure and document posted at the board of the partnering mill. To ensure that laws are being implemented by group member, the group manager has conducted the compliance audit on 25 May 2017</p>		
<b>Status</b>	Closed	<b>Date of Closure</b>	17.6.2017

<b>NCR No.</b>	M04	<b>Date Issued</b>	18/4/2017
<b>Category</b>	Major	<b>Due Date</b>	ASA2
<b>Requirements/Indicators</b>	<p>4.7 (group manager requirement) Group Manager shall conduct a risk assessment in collaboration with members.</p>		
<b>Statements of NCR</b>	The group didn't demonstrate sufficient knowledge to address all requirement of the standard		
<b>Objective Evidence(s)</b>	There is no evidence showing that the risk assessment on occupational health and safety plan/policies has been conducted. Therefore, there is no identified list of PPE for minimizing the risk on occupational health and safety		
<b>Root Cause Analysis</b>	Since group has not aware the new requirement stated in RSPO Management System Requirements and Guidance for Group Certification of FFB Production (7th Mar 2016), therefore, group also not aware to conduct the risk assessment associated with occupational health and safety		
<b>Corrective Action</b>	Risk assessment on occupational health and safety covered all activities in palm oil plantation was carried out on 8 May 2017. To make awareness on the practice and PPE resulted from the risk assessment; group has given the training to group members on 30 May 2017. For		

	workers who hired by group member and may not participate the training, the group manager gave the training on the ground at the plot owned by group member. For those group members who didn't join the training, safety instructions and list of PPE required for some activities were posted at the board of the partnering mill where all group members have sold FFB with.		
<b>Preventive Action</b>	Group manager and team who have to responsible to monitor the topics related to laws and regulation have been trained by RSPO Thai liaison (Mr Thininai) on 5 May 2017.		
<b>Verification of Corrective Action(s)</b>	Risk assessment associated occupational health and safety from palm oil operation was done by the group. Identified practices and PPE which can be used to minimize the risk were communicated through the training and posting on the board at the partnering mill where is accessible by all group members		
<b>Status</b>	Closed	<b>Date of Closure</b>	7.6.2017

<b>NCR No.</b>	m01	<b>Date Issued</b>	18/4/2017
<b>Category</b>	Minor	<b>Due Date</b>	ASA2
<b>Requirements/Indicators</b>	5.3 (group manager requirement) Appropriate to scale, the Group Manager shall ensure that there is a documented waste management and disposal plan is in place.		
<b>Statements of NCR</b>	The group didn't demonstrate sufficient knowledge to address all requirement of the standard		
<b>Objective Evidence(s)</b>	Even though waste management and disposal plan especially empty chemical container that must be disposed by collector who approved by governmental authority was established, the actual implementation was not relevant to written procedure. Moreover, there is no training record for waste management and disposal for those selected group members		
<b>Root Cause Analysis</b>	Group member who has empty container do not aware how to dispose as per requirement of the group		
<b>Corrective Action</b>	Waste management and disposal plan (Sor Sor Por 003) was revised and used to circulate to all group members especially those are still applied agrochemical. For instance, the empty containers are required to dispose by District Administration Office or are required to dispose in their own landfill. Group manager has now monitored the implementation at plot owned by the group member. Landfill was applied to dispose empty container. For training, group has given the training to group members on 30 May 2017.		
<b>Preventive Action</b>	To prevent the reoccurrence, the group has established the plan to monitor the implementation of the group member whether it is in compliance with the waste management plan. Zone was used to manage the group members to ensure that all group members who have plots scatters will be monitored closely. Based on the plan, the group members who applied agrochemical will be visited and monitored the implementation to dispose the empty container twice a year.		
<b>Verification of Corrective Action(s)</b>	Group has revised the waste management plan to make it more practical. This waste management plan was circulated to those group members who applied the agrochemical. The monitoring of the implementation to dispose empty container whether it is in compliance with the waste management plan was done by the group member. Based on the result, group member applied landfill to dispose empty container. Group has also given the training to group members to aware on the waste management plan on 30 May 2017		
<b>Status</b>	Closed	<b>Date of Closure</b>	7.6.2017

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## **APPENDIX 5: STATUS OF NON CONFORMITIES IDENTIFIED PREVIOUSLY**

There was no non-conformity raised in the previous assessment conducted by TUV NORD Integra bvba

## APPENDIX 6: LIST OF SUSTAINABLE OIL PALM GROWERS

Goup No	Name of plantation/ smallholder	Plot	Location			Planted Area(ha)
			Subdistrict	District	Province	
1	Mr.Sombun Dumluan	Plot 1	Lamphun	Ban Na San	Suratthani	2.1388
		Plot 2	Lamphun	Ban Na San	Suratthani	0.4448
		Plot 3	Krut	Kanchanadit	Suratthani	0.714
		Plot 4	Phlai Wat	Kanchanadit	Suratthani	1.9612
		Plot 5	Phlai Wat	Kanchanadit	Suratthani	1.0964
2	Mr.Amnuat Saengwijitkul	Plot 1	Makhantia	Mueang	Suratthani	0.3548
		Plot 2	Makhantia	Mueang	Suratthani	0.3548
3	Miss Suntime Kerdwongbundit	Plot 1	Khunthale	Mueang	Suratthani	3.9328
4	Mrs.Chulee Maneechot	Plot 1	Khunthale	Mueang	Suratthani	3.0400
5	Mrs.Marasri Khunthongchan	Plot 1	Thung Tao Mai	Nasan	Suratthani	4.7320
		Plot 2	Thung Tao Mai	Nasan	Suratthani	2.6168
		Plot 3	Khunthale	Mueang	Suratthani	3.0580
6	Mrs.Sribut Kerdwongbundit	Plot 1	Khunthale	Mueang	Suratthani	5.3588
		Plot 2	Khunthale	Mueang	Suratthani	2.0484
7	Mrs.Chalida Sawetsakulnont	Plot 1	Khunthale	Mueang	Suratthani	3.5032
8	Mrs.Tarvon Watana	Plot 1	Khunthale	Mueang	Suratthani	2.5136
9	Mr.Panya Chimrung	Plot 1	ThungRung	Kanchanadit	Suratthani	2.5784
10	Mr.Kamol Sawetsakulnont	Plot 1	Khunthale	Mueang	Suratthani	4.0260
11	Mr.Visud Deejarenkuen	Plot 1	Thungkong	Kanchanadit	Suratthani	2.3772
12	Mr.Supachai Supasiripenpong	Plot 1	ThungRang	Kanchanadit	Suratthani	2.2764
		Plot 2	ThungRang	Kanchanadit	Suratthani	2.2440
13	Mr.Preeda Phukhaotong	Plot 1	Makhantia	Mueang	Suratthani	1.4140
14	Mr.Manoon Vattana	Plot 1	Makhantia	Mueang	Suratthani	2.7924
15	Mr.Tamrong Jaigam	Plot 1	Makhantia	Mueang	Suratthani	1.2816
16	Mrs.Chayaporn Phetrod	Plot 1	Makhantia	Mueang	Suratthani	0.3376
		Plot 2	Makhantia	Mueang	Suratthani	0.7244
		Plot 3	Makhantia	Mueang	Suratthani	0.8000
17	Mr.Niwit Suwannarat	Plot 1	Makhantia	Mueang	Suratthani	0.9428
18	Mr.Chaiyut Wisitwuthipong	Plot 1	Changkhwa	Kanchanadit	Suratthani	2.3092
		Plot 2	Changkhwa	Kanchanadit	Suratthani	1.9336
19	Mr.Prasit Ketkaew	Plot 1	ThungRang	Kanchanadit	Suratthani	5.4788
20	Pol.Sen.Sgt.Maj.Jamras Wongpan	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.7480
21	Mr.Samonthat Rungrueang	Plot 1	Makhantia	Mueang	Suratthani	1.3476
22	Mr.Narong Phetchu	Plot 1	Changkhwa	Kanchanadit	Suratthani	2.2780
23	Mr.Wanchai Klangnarong	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.9468
		Plot 2	Changkhwa	Kanchanadit	Suratthani	0.7432
		Plot 3	Paron	Kanchanadit	Suratthani	1.9672
		Plot 4	Paron	Kanchanadit	Suratthani	1.5648
24	Mr.Manoch Kerdtong	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.3164
		Plot 2	Changkhwa	Kanchanadit	Suratthani	3.6636
25	Mr.Thamonchai Kanhakaew	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.6072
26	Mr.Wisut Buakaew	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.4008
27	Mr.Watana Nuanwat	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.9120

28	Mr.Sangaporn Promthongnun	Plot 2	Changkhwa	Kanchanadit	Suratthani	0.8920
		Plot 1	Changsai	Kanchanadit	Suratthani	1.1080
		Plot 2	ThungRang	Kanchanadit	Suratthani	4.2552
		Plot 3	ThungRang	Kanchanadit	Suratthani	0.8740
29	Mrs.Sunisa Singso	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.3876
		Plot 2	Changkhwa	Kanchanadit	Suratthani	1.4940
30	Miss.Manmas Tipsuwon	Plot 1	ThungRang	Kanchanadit	Suratthani	21.1404
31	Mr.Panyawut Kolaka	Plot 1	Thungkong	Kanchanadit	Suratthani	1.9920
		Plot 2	Thungkong	Kanchanadit	Suratthani	7.5964
		Plot 3	Changkhwa	Kanchanadit	Suratthani	1.5432
32	Mr.Wisaka Promchaidi	Plot 1	Thungkong	Kanchanadit	Suratthani	4.0400
		Plot 2	Makhamtia	Mueang	Suratthani	2.7796
33	Mr.Amnuachok Krodsen	Plot 1	Changsai	Kanchanadit	Suratthani	3.1904
34	Mr.Pornsini Jaingam	Plot 1	Thungkong	Kanchanadit	Suratthani	0.7192
35	Mr.Prasit Lomlim	Plot 1	ThungRang	Kanchanadit	Suratthani	4.6400
36	Mr.Pattinya Wongwichien	Plot 1	ThungRang	Kanchanadit	Suratthani	3.5256
37	Mr.Arree Toonchalat	Plot 1	ThungRang	Kanchanadit	Suratthani	4.3072
38	Mr.Virot Suwannajan	Plot 1	Changkhwa	Kanchanadit	Suratthani	6.2528
39	Mr.Wunphiao Siangchin	Plot 1	Makhamtia	Mueang	Suratthani	4.6012
		Plot 2	Phlai Wat	Kanchanadit	Suratthani	1.9548
		Plot 3	Krut	Kanchanadit	Suratthani	4.4920
40	Mr.Ruangdech Chookorn	Plot 1	Changkhwa	Kanchanadit	Suratthani	2.6544
41	Miss Pongsri Chaitha	Plot 1	Thungkong	Kanchanadit	Suratthani	44.5324
42	Mr.Suchat Phutthasri	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.2472
		Plot 2	Changkhwa	Kanchanadit	Suratthani	1.2728
		Plot 3	ThungRang	Kanchanadit	Suratthani	0.4440
43	Mr.Bamrung Hirunruang	Plot 1	Changkhwa	Kanchanadit	Suratthani	4.4432
44	Mr.Jaras Intarasangkanavin	Plot 1	ThungRang	Kanchanadit	Suratthani	8.2280
45	Mr.narin Khanawitthaya	Plot 1	Makhamtia	Mueang	Suratthani	3.1904
		Plot 2	Makhamtia	Mueang	Suratthani	1.9172
		Plot 3	Changsai	Kanchanadit	Suratthani	3.2308
46	Mr.Prasit Jiumwuttisak	Plot 1	Thungkong	Kanchanadit	Suratthani	14.7820
47	Miss Ubol Noochouy	Plot 1	Makhamtia	Mueang	Suratthani	4.4812
		Plot 2	ThungRang	Kanchanadit	Suratthani	3.9828
48	Mr.Vichai Khachanurak	Plot 1	ThungRang	Kanchanadit	Suratthani	1.3120
49	Mr.Saman Thiangpracha	Plot 1	Khunthale	Mueang	Suratthani	2.6280
		Plot 2	Khunthale	Mueang	Suratthani	1.3328
		Plot 3	Khunthale	Mueang	Suratthani	1.5820
50	Mr.Arun Chongsri	Plot 1	ThungRang	Kanchanadit	Suratthani	1.2996
51	Mr.Santi Watthananill	Plot 1	Makhamtia	Mueang	Suratthani	8.0364
		Plot 2	Makhamtia	Mueang	Suratthani	6.8720
52	Mr.Nipol Totong	Plot 1	Paron	Kanchanadit	Suratthani	3.2500
		Plot 2	Paron	Kanchanadit	Suratthani	2.1836
53	Mr.Suthin Sukphueak	Plot 1	Changsai	Kanchanadit	Suratthani	2.4228
		Plot 2	Changsai	Kanchanadit	Suratthani	0.6400
54	Mr.Prasit Romphothong	Plot 1	Makhamtia	Mueang	Suratthani	4.0216
55	Miss Phayao Phukaonthong	Plot 1	Makhamtia	Mueang	Suratthani	1.3240
56	Ms.Manee Panpaen	Plot 1	Changkhwa	Kanchanadit	Suratthani	2.3952
57	Miss.Naruemol Saelee	Plot 1	Makhamtia	Mueang	Suratthani	1.8088
		Plot 2	Makhamtia	Mueang	Suratthani	1.5044
		Plot 3	Makhamtia	Mueang	Suratthani	0.4012
		Plot 4	Makhamtia	Mueang	Suratthani	4.7992
		Plot 5	ThungRang	Kanchanadit	Suratthani	2.8372

		Plot 6	ThungRang	Kanchanadit	Suratthani	0.4960
		Plot 7	ThungRang	Kanchanadit	Suratthani	3.2752
58	Mr.Chanchai Puttasri	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.8452
		Plot 2	Changkhwa	Kanchanadit	Suratthani	0.4032
59	Mrs.Kanya Baoyam	Plot 1	Thungkong	Kanchanadit	Suratthani	2.3292
		Plot 2	Thungkong	Kanchanadit	Suratthani	0.2580
60	Mr.Teerasak Auchai	Plot 1	Changsai	Kanchanadit	Suratthani	2.6556
		Plot 2	Changsai	Kanchanadit	Suratthani	0.6400
61	Mr.Thanachit Komsattaya	Plot 1	Changsai	Kanchanadit	Suratthani	1.6468
62	Mr.Somyod Krodsen	Plot 1	Changsai	Kanchanadit	Suratthani	2.1600
		Plot 2	Changsai	Kanchanadit	Suratthani	1.8212
63	Mrs.Maliwan Aksonpitark	Plot 1	Thungkong	Kanchanadit	Suratthani	0.7588
		Plot 2	Thungkong	Kanchanadit	Suratthani	0.5212
64	Mr.Prawit Pattanajohn	Plot 1	Thung Tao Mai	Nasan	Suratthani	5.7648
65	Mr.Wira Nuinoi	Plot 1	Changsai	Kanchanadit	Suratthani	1.6548
66	Mr.Chayan Chaisuwan	Plot 1	Changsai	Kanchanadit	Suratthani	7.3896
67	Mr.Samroeng Phayakkharak	Plot 1	ThungRang	Kanchanadit	Suratthani	3.0400
68	Mr.Suriya Phetklep	Plot 1	Changkhwa	Kanchanadit	Suratthani	3.9188
		Plot 2	Changkhwa	Kanchanadit	Suratthani	3.0084
		Plot 3	Changkhwa	Kanchanadit	Suratthani	1.3020
		Plot 4	Changkhwa	Kanchanadit	Suratthani	0.5892
69	Mr.Prasoet Khrongtaiwet	Plot 1	Kradae	Kanchanadit	Suratthani	1.7324
70	Mr.Authai Sribunrueang	Plot 1	Wat pradu	Mueang	Suratthani	0.9600
		Plot 2	Wat pradu	Mueang	Suratthani	0.4452
		Plot 3	Tapan	PhunPhin	Suratthani	4.8000
71	Mr.Phaibun Phaojinda	Plot 1	Thamsingkhon	Khiri Rat Nikhom	Suratthani	1.9000
		Plot 2	Makhamtia	Mueang	Suratthani	0.5252
72	Pol.Sub.Lt.Chana Phathanakul	Plot 1	Wat pradu	Mueang	Suratthani	1.5236
		Plot 2	Wat pradu	Mueang	Suratthani	1.4372
73	Mr.Atitthan Kongsarp	Plot 1	Changkhwa	Kanchanadit	Suratthani	2.0392
74	Mrs.Suwatchana Kamchan	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.7700
75	Mr.Prayong Onkaew	Plot 1	Pa ron	Kanchanadit	Suratthani	3.2000
76	Mr.Anan Phetrot	Plot 1	Makhamtia	Mueang	Suratthani	1.3652
		Plot 2	Makhamtia	Mueang	Suratthani	1.1252
		Plot 3	Makhamtia	Mueang	Suratthani	0.6400
77	Mr.Supharat Siangchin	Plot 1	Krut	Kanchanadit	Suratthani	5.2980
78	Mr.Weerawat Deecharoenkul	Plot 1	Makhamtia	Mueang	Suratthani	2.7636
		Plot 2	Makhamtia	Mueang	Suratthani	1.8448
		Plot 3	Changsai	Kanchanadit	Suratthani	12.9876
		Plot 4	Phlai Wat	Kanchanadit	Suratthani	1.9832
79	Mr.Prasit Raknobpharat	Plot 1	Changkhwa	Kanchanadit	Suratthani	0.8708
		Plot 2	Changkhwa	Kanchanadit	Suratthani	1.0836
80	Mr.Prakit Rattanathongain	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.4472
		Plot 2	Pa ron	Kanchanadit	Suratthani	1.6080
81	Miss.Auraiwan Phonphai	Plot 1	ThungRang	Kanchanadit	Suratthani	1.5092
82	Mr.Thongbai Phetket	Plot 1	Thungkong	Kanchanadit	Suratthani	1.6864
		Plot 2	Thungkong	Kanchanadit	Suratthani	0.3444
		Plot 3	Thungkong	Kanchanadit	Suratthani	2.5348
		Plot 4	Thungkong	Kanchanadit	Suratthani	0.9708
83	Mr.Thantiwat Thanananaolan	Plot 1	Makhamtia	Mueang	Suratthani	2.5796
84	Mr.Kitti Siangchin	Plot 1	Makhamtia	Mueang	Suratthani	2.7052

85	Mr.Somkiat Siangchin	Plot 1	Phlai Wat	Kanchanadit	Suratthani	1.8888
		Plot 2	Makhamtia	Mueang	Suratthani	3.6060
86	Mr.Somnuek Phrmsahwat	Plot 1	Changkhwa	Kanchanadit	Suratthani	1.7600
87	Mr.Sitthichai Chuaimi	1	Changkhwa	Kanchanadit	Suratthani	1.4508
88	Mr.Wisit Mekanon	1	Changkhwa	Kanchanadit	Suratthani	0.7764
		2	Changkhwa	Kanchanadit	Suratthani	1.3348
		3	Changkhwa	Kanchanadit	Suratthani	1.1896
89	Mr.Sukhum Kanhakaew	1	Changkhwa	Kanchanadit	Suratthani	1.5380
90	Mr.Methawee Nuanla-ong	1	ThungRang	Kanchanadit	Suratthani	4.5376
		2	Khunthale	Mueang	Suratthani	3.7736
		3	Khunthale	Mueang	Suratthani	3.6620
91	Mrs.Prakham Thimthong	1	Changkhwa	Kanchanadit	Suratthani	3.2972
92	Mr.Jeerarak Rattanawanit	1	Khunthale	Mueang	Suratthani	3.4692
		2	Khunthale	Mueang	Suratthani	3.3028
93	Mrs.Bunrueang Sangsanthai	1	Changkhwa	Kanchanadit	Suratthani	1.1596
94	Mr.Manot Chanyai	1	ThungRang	Kanchanadit	Suratthani	1.1904
95	Mrs.Jitra Kachanurak	1	ThungRang	Kanchanadit	Suratthani	0.7636
96	Mr.Phanuphong Phutthasi	1	Changkhwa	Kanchanadit	Suratthani	0.8608
		2	Khan Thuli	Tha Chana	Suratthani	26.4172
		3	Thungkong	Kanchanadit	Suratthani	2.4324
		4	Krut	Kanchanadit	Suratthani	3.8580
		5	Thautae	Kanchanadit	Suratthani	3.6700
		6	Thautae	Kanchanadit	Suratthani	3.2140
		7	Phlai Wat	Kanchanadit	Suratthani	4.1816
		8	Phlai Wat	Kanchanadit	Suratthani	1.1804
97	Mr.Anan Kanhakaew	1	Changkhwa	Kanchanadit	Suratthani	2.9952
98	Miss.Sarapee Hitnu	1	Changkhwa	Kanchanadit	Suratthani	0.7028
		2	Changsai	Kanchanadit	Suratthani	1.5548
99	Mr.Phitthaya Somkaew	1	Krut	Kanchanadit	Suratthani	1.2000
		2	Krut	Kanchanadit	Suratthani	0.3820
		3	Changsai	Kanchanadit	Suratthani	1.3144
100	Mrs.Chaliaw Krachokchol	1	Krut	Kanchanadit	Suratthani	1.7252
		2	Krut	Kanchanadit	Suratthani	7.2808
		3	Changsai	Kanchanadit	Suratthani	6.5096
101	Mr.Sutap Intong	1	Krut	Kanchanadit	Suratthani	3.5252
102	Mr.Raluek Bunchu	1	ThungRang	Kanchanadit	Suratthani	0.9636
103	Mr.Mongkon Maneerat	1	Khunthale	Mueang	Suratthani	3.7000
104	Mr.Prasit Dutrak	1	Makhamtia	Mueang	Suratthani	0.8016
105	Mrs.Prathum Dujrak	1	Makhamtia	Mueang	Suratthani	0.8004
		2	Makhamtia	Mueang	Suratthani	0.1672
106	Mr.Chatturong Koedsang	1	Changkhwa	Kanchanadit	Suratthani	0.3264
107	Mr.Sutin Hiranrueang	1	Krut	Kanchanadit	Suratthani	2.5856
108	Mr.Kan Chimrung	1	ThungRang	Kanchanadit	Suratthani	1.4100
109	Mr.Nikon Chimrung	1	Changkhwa	Kanchanadit	Suratthani	1.8840
		3	Changkhwa	Kanchanadit	Suratthani	0.8644
110	Mr.Chaiwat Panrin	1	ThungRang	Kanchanadit	Suratthani	1.8536
111	Mrs.Saowaluk Chimmachui	1	ThungRang	Kanchanadit	Suratthani	2.4444
112	Mr.Prajuab Nusing	1	Makhamtia	Mueang	Suratthani	3.2900
113	Miss.Suthathip Thotriaa	1	Changkhwa	Kanchanadit	Suratthani	1.8400
114	Mr.Kumnuan Thummapattharakul	1	Changkhwa	Kanchanadit	Suratthani	22.2876
115	Mr.Nuntachot Inchu	1	Changkhwa	Kanchanadit	Suratthani	15.6000
		2	Krut	Kanchanadit	Suratthani	14.8200

116	Mrs.Wannee Kongphayak	1	Changkhwa	Kanchanadit	Suratthani	3.6400
		2	Changkhwa	Kanchanadit	Suratthani	1.6360
117	Mr.Rakchat Thueakthip	1	Changkhwa	Kanchanadit	Suratthani	1.2420
118	Mr.Chana Sualong	1	Changsai	Kanchanadit	Suratthani	2.9004
		2	Thung Tao Mai	Nasan	Suratthani	2.5552
		3	Thung Tao Mai	Nasan	Suratthani	1.5680
119	Mr.Khwansombat Phonruk	1	Khunthale	Mueang	Suratthani	1.5980
		2	Khunthale	Mueang	Suratthani	1.3248
120	Mr.Nipon Khaowglib	1	Khunthale	Mueang	Suratthani	4.1676
		2	Tha Ruea	BanNaDoem	Suratthani	6.2888
121	Mr.Somchok Noodaeng	1	Changsai	Kanchanadit	Suratthani	1.5672
		2	Changsai	Kanchanadit	Suratthani	2.0176
		3	ThungRang	Kanchanadit	Suratthani	2.2908
122	Ms.Nittaya Chimrong	1	ThungRang	Kanchanadit	Suratthani	2.5600
123	Mr.Preecha Janlek	1	Thungkong	Kanchanadit	Suratthani	2.4748
		2	Thungkong	Kanchanadit	Suratthani	9.656
124	Mrs.Suphanee Sangsanthai	1	Changkhwa	Kanchanadit	Suratthani	1.876
		2	Changkhwa	Kanchanadit	Suratthani	0.8104
125	Mr.Prasoet Phetsrisom	1	Changsai	Kanchanadit	Suratthani	8.1656
		2	Changsai	Kanchanadit	Suratthani	1.0288
		3	Krut	Kanchanadit	Suratthani	0.5572
						<b>672.15</b>

## APPENDIX 7: LOCATION MAPS OF THE SMALLHOLDINGS



Figure 1 Location of the group administration office located in Suratthani province, Thailand

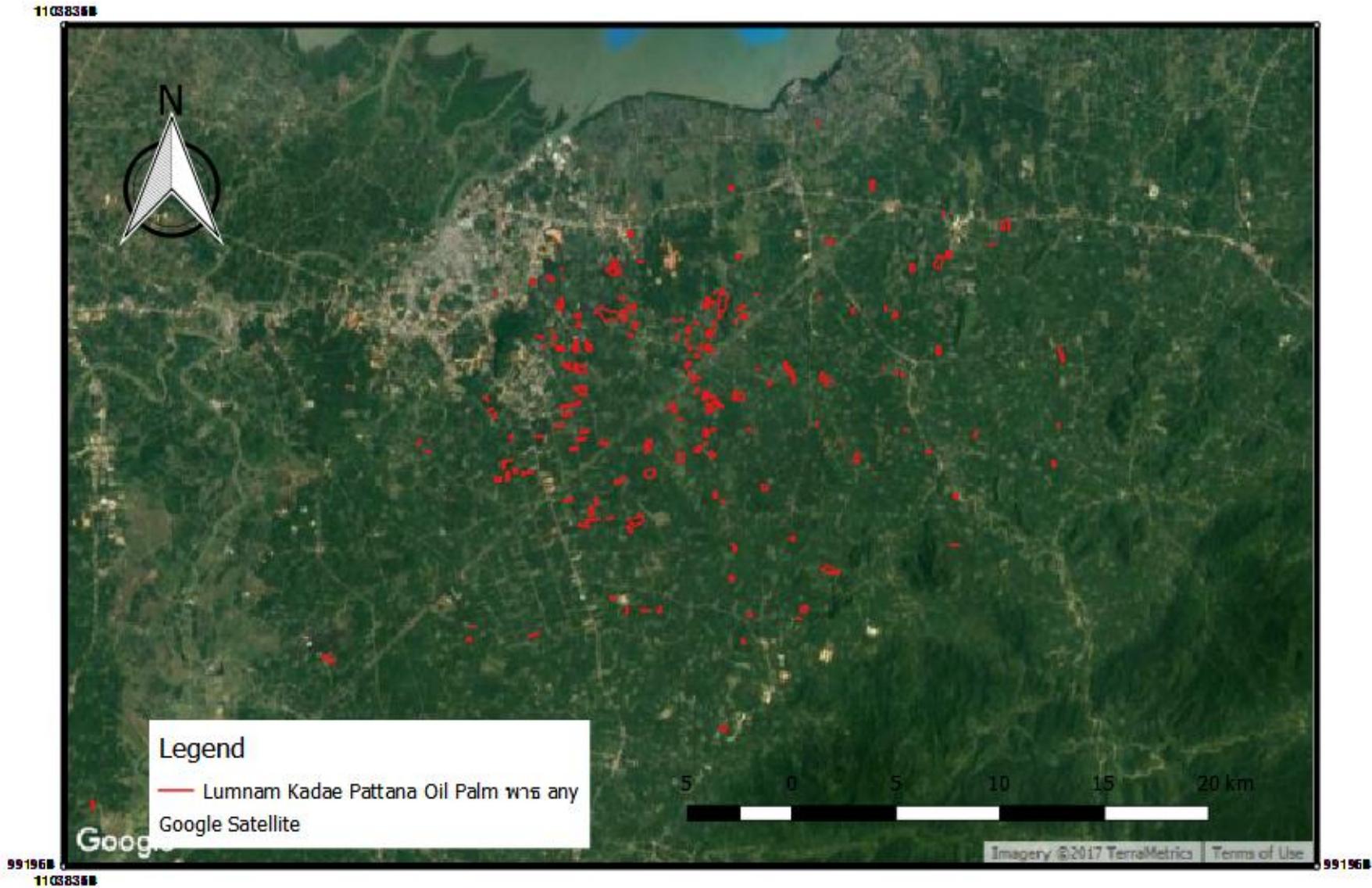


Figure 2 Geographical map of member's plots owned by group members of Lumnam Kadae Pattana Oil Palm Community Enterprise Group

**End of Report**