



Report number: 813510RSPOCURPT-2010-01-SA

# RSPO Assessment Report

## *PUBLIC SUMMARY*

**PT Inti Indosawit Subur**  
**BUATAN ESTATE, BUATAN I & II POM**  
 BCA Tower, 38<sup>th</sup> Floor, Grand Indonesia,  
 Jl MH Thamrin, No 1, Jakarta 10310,  
 Indonesia

This public summary has been prepared in accordance with RSPO requirements and the information included is the result of a full RSPO assessment of the Mills and supply base as included in the scope of the certificate.

Report prepared by: A. Senniah (Lead assessor).  
 Certification decision made by: David Ogg FICFor.

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

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

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List of Abbreviations



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## 1. SCOPE OF THE CERTIFICATION ASSESSMENT.

### 1.1 National Interpretation used.

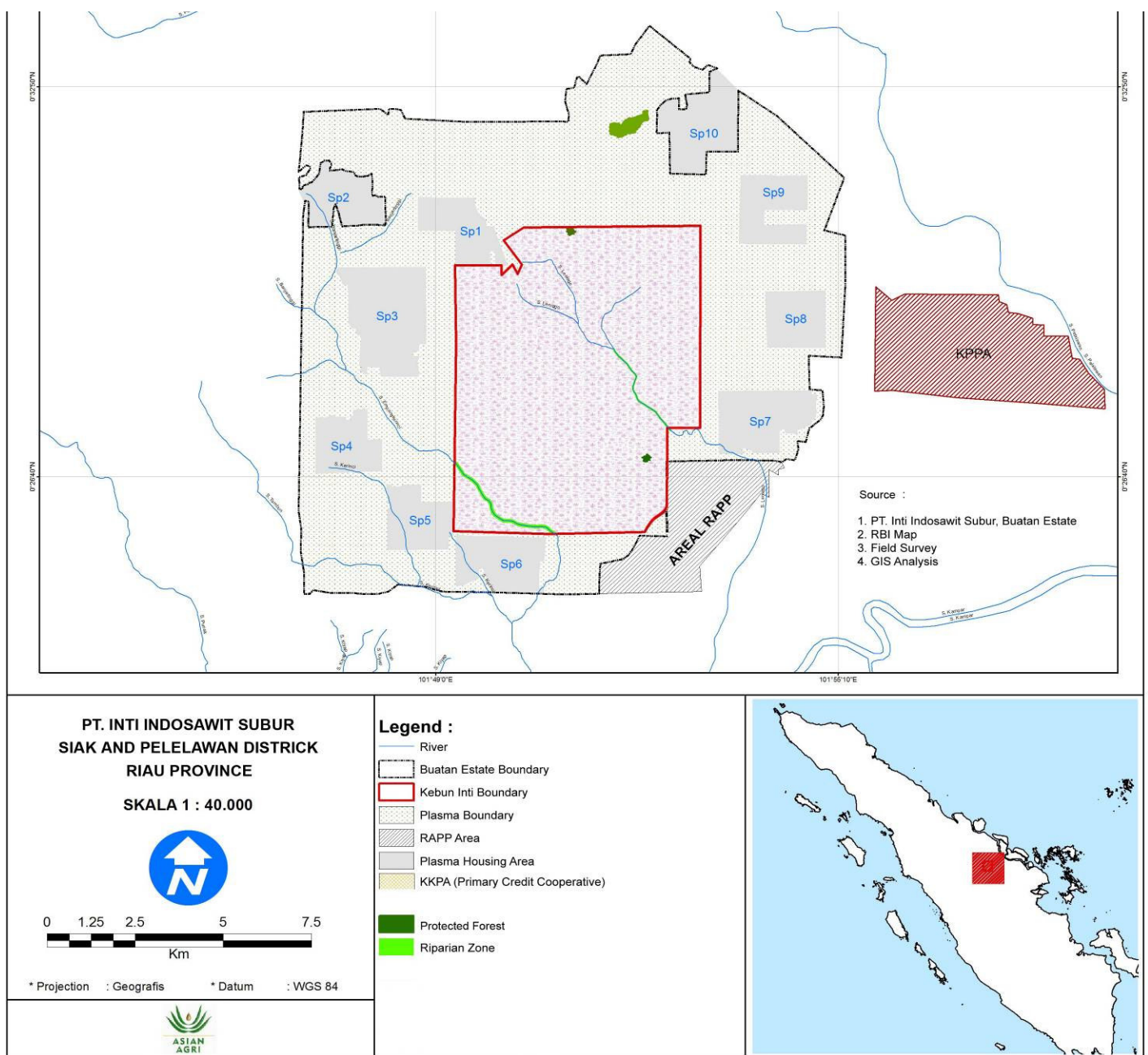
The management of the Palm Oil Mill(s) and associated suppliers of FFB were assessed for compliance against the International RSPO criteria as interpreted and endorsed for Indonesia.

### 1.2 Assessment type. (Mill, Estate and Mill, Plantation only etc.)

Two Palm Oil Mill (POM) and one affiliated FFB supplying estate owned by PT Inti Indosawit Subur in Pelalawan District, Riau Province was assessed during this main RSPO assessment.

### 1.3 Location maps.

1.3.1 Map showing the location of the Buatan Estate, PT Inti Indosawit Subur.





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**1.3.2 Location address of mills and approximate tonnages certified. Year ending Dec 2010.**

(These figures exclude any output product from non-certified suppliers).

Name of Mill	Location address	Annual output (MT)	
		CPO	Palm Kernel
Buatan I POM	Desa Delik & Pangkalan Kerinci, Kec. Bunut Langgam, Kab. Pelalawan Riau, Sumatra	9,766	2,386
Buatan II POM	Desa Delik & Pangkalan Kerinci, Kec. Bunut Langgam, Kab. Pelalawan Riau, Sumatra	19,811	5,070

**1.4 Description of supply base.**

**1.4.1 General description.**

The supply base comprises Buatan Estate. The estate comprises 5,536ha. Processing capacity of Buatan I POM and Buatan II POM is 60 ton FFB/hr. It is noted that 75% of the FFB is received from the smallholders which comprises Plasma project (47%), KKPA (2.5%) and independent out growers (25.5%). The FFB supply from these outside sources has been excluded in 1.3.2 above.

Awards and other certificate received by the company:

1. ISO 14001:2004 Environmental Management System Certificate by SGS since June, 2005. Valid until 2011.
2. Buatan POM I - Good and Proper Environmental Management Standard Blue Award by Environmental Division of Riau Province for year 2008.
3. Buatan POM I - Zero Accident Award 2007 by Pelalawan Regional Head, Riau.
4. Buatan POM II - Good and Proper Environmental Management Standard Blue Award by Ministry of Environment, Indonesia for year 2009.
5. Buatan POM II - Zero Accident Award 2007 by Ministry of Transmigration, Indonesia.
6. Best Performance Plasma Project 2008.

**1.4.2 Location address of the supply base.**

Plantation		Location address	GPS reference.	
CU Code	Name		Longitude	Latitude
PO1	Buatan	Desa Delik & Pangkalan Kerinci, Kec. Bunut Langgam, Kab. Pelalawan Riau, Sumatra	101° 49' 07"E - 101° 53' 05"E	00° 25' 46"S - 00° 30' 38"S

**1.4.3 Statistics of the supply base as at date of the audit.**

CU Code	Name	Area of oil palm (ha)		EstTonnes FFB/yr (2010)	Planting years	Replanting Cycle (years)
		Oil Palm	Mature			
PO1	Buatan	5,536	5,536	143, 942	1988-1991	25

Percentage of planted areas of different ages.

CU Code	Name	Before 1990	1991 – 1995	1996-2000	2001 - 2005	2006 – 2009
PO1	Buatan	31	69	-	-	-

**1.5 Contact person.**

Principle Contact person:	Asrini Subrata
Business address:	BCA Tower 38 <sup>th</sup> Floor, Grand Indonesia, Jl MH. Thamrin No1. Jakarta 10310, Indonesia.
Group name if applicable:	PT Inti Indosawit Subur.
Office telephone:	+62 21 2358 6611
Mobile telephone:	+62 8111 66 2913
Fax:	+62 21 2358 6620
e-mail:	asrini_subrata@asianagri.com
Web site:	www.asianagri.com



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## 1.6 Audit against the rules for Partial Certification

### 1.6.1 Introduction.

The company PT Inti Indosawit Subur comprises 17 mills and 19 estates in its entity. The other entities are associated plasma projects. The time bound plan has been submitted to the certification body. The time bound plan is considered challenging, practical and realistic based on the fact that the company operates one of the largest Plasma or smallholder scheme in Sumatra. The company is using the experience gain during the main assessment to implement the RSPO P&C in other estates and mills. The time bound plan has been spread over 9 years mainly due to the fact that they have 11 Plasma or smallholder scheme as part of their operations which covers about 60,000ha. The management, while waiting for the RSPO Standard for smallholder, has begun to explain the RSPO requirements to their Plasma Scheme. This is a very positive approach from the company towards complying against RSPO P&C. The audit team satisfied that the company confirms with the RSPO requirements for partial certification as laid out in the Final RSPO Certification Systems Document, June 2007, section 4.2.4. The progress of the partial certification will be verified and updated during the annual surveillance audits.

Name of plantation	Location	Area Summary (Ha)		Time bound timetable for certification
		Total	Planted	
Ukui & Soga	Desa Ukui, Kec Ukui, Kab. Pelalawan, Riau	9,731 Ha	9,616 Ha	2010
Tungkal Ulu	Desa Pulau Pauh/Penyabungan/Merlung, Kec. Tungkal Ulu, Kab. Tanjung Jabung, Jambi	4,614 Ha	4,396 Ha	2011
Muara Bulian	Desa Singoan/Bukit Sari/ Bulian Jaya, Kec. Muara Bulian/Pemayung, Kab. Batang Hari, Jambi	1,856 Ha	1,772 Ha	2011
Buatan (Plasma)	Kec. Kerinci Kanan, Pangkalan Kerinci, Dayun, Kab. Siak & Pelalawan, Riau	10,946 Ha	10,946 Ha	2011#
Buatan (KKPA)	Kec. Kerinci Kanan, Pangkalan Kerinci, Dayun, Kab. Siak & Pelalawan, Riau	1,500 Ha	1,500 Ha	2011#
Ukui & Soga (Plasma)	Kec. Ukui & Lubuk Batu Jaya, Kab. Pelalawan & Inhu, Riau	13,536 Ha	13,536 Ha	2012#
Ukui & Soga (KKPA)	Kec. Ukui & Lubuk Batu Jaya, Kab. Pelalawan & Inhu, Riau	1,660 Ha	1,660 Ha	2012#
Tungkal Ulu (Plasma)	Kec. Renah Mendalo, Merlung, Muara Papalik, Kab. Tanjabbar, Jambi	10,277 Ha	10,277 Ha	2012#
Muara Bulian (Plasma)	Kec. Maro Sebo Ilir District, Kab. Batanghari, Jambi	4,710 Ha	4,710 Ha	2013#
Muara Bulian (KKPA)	Kec. Maro Sebo Ilir District, Kab. Batanghari, Jambi	2,428 Ha	2,248 Ha	2013#
Topaz & Seed Garden	Desa Petapahan, Kec. Tapung, Kab. Kampar, Riau	4,124 Ha	4,252 Ha	2013
Taman Raja & Badang	Desa Lubuk Bernai/Kampung Baru/Pelabuhan Dagang/Pematang Pauh, Kec. Tungkal Ulu, Kab. Tanjung Jabung, Jambi	9,077 Ha	8,847 Ha	2013
Segati	Desa Langkan/Penarikan/Tambak/Sotol, Kec. Langgam, Kab. Pelalawan, Riau	6,485 Ha	3,850 Ha	2014
Penarikan & Gondai	Desa Pangkalan Sarik/Baru, Kec. Langgam/Siak Hulu, Kab. Pelalawan/Kampar, Riau	7,666 Ha	6,269 Ha	2014
Penarikan (KKPA)	Desa Pangkalan Sarik/Baru, Kec. Langgam/Siak Hulu, Kab. Pelalawan/Kampar, Riau	95 Ha	95 Ha	2014#



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Gunung Sahilan (KKPA)	Desa Gunung Sahilan, Kec. Lipat kain Kab. Pelalawan	4,322 Ha	4,322 Ha	2014
Bahilang	Desa Bahilang, Kec. Tebing Tinggi, Kab. Serdang Bedagai, Sumatera Utara	1,019 Ha	947 Ha	2015
Tanah Datar	Desa Tanah Datar Petatal, Kec. Talawi, Kab. Asahan, Sumatera Utara	1,062 Ha	1,006 Ha	2015
Aek Nabara	Desa S1-S3/Sukadame, Kec. Bilah Hulu/Kota Pinang, Kab. Labuhan Batu, Sumatera Utara	4,830 Ha	4,371 Ha	2015
Teluk Panjie	Desa Teluk Panjie, Kec. Kampung Rakyat, Kab. Labuhan Batu, Sumatera Utara	4,656 Ha	3,963 Ha	2015
Peranap	Desa Simelinyang/Pauh Ranap/Sengkilo, Kec. Peranap, Kab. Indragiri Hulu, Riau	5,215 Ha	3,660 Ha	2016
Bungo Tebo	Desa Tuo Sumai/Sungai Rambai, Kec. PWK Sumai/Tebo Ulu, Kab. Bungo Tebo, Jambi	2,652 Ha	2,551 Ha	2016
Peranap (Plasma)	Desa Simelinyang/Pauh Ranap/Sengkilo, Kec. Peranap, Kab. Indragiri Hulu, Riau	5,142 Ha	5,142 Ha	2016#
Bungo Tebo (Plasma)	Desa Tuo Sumai/Sungai Rambai, Kec. PWK Sumai/Tebo Ulu, Kab. Bungo Tebo, Jambi	5,910 Ha	5,910 Ha	2016
Tanjung Selamat	Desa Kampung Padang, Kec. Bilah Hilir, Kab. Labuhan Batu, Sumatera Utara	3,885 Ha	3,854 Ha	2017
Pangkatan	Desa Sennah, Kec. Bilah Hilir, Kab. Labuhan Batu, Sumatera Utara	4,336 Ha	3,656 Ha	2017
Sentral & Batu Anam	Desa Gonting Mahala, Kec. Bandar Pulau, Kab. Asahan, Sumatera Utara	10,414 Ha	8,306 Ha	2017
Pulau Maria	Desa Rahuning, Kec. Bandar Pulau, Kab. Asahan, Sumatera Utara	2,302 Ha	2,057 Ha	2017
Negri Lama	Desa Negri Lama Seberang, Kec. Bilah Hilir, Kab. Labuhan Batu, Sumatera Utara	12,011 Ha	11,799 Ha	2018
Aek Kuo	Desa Aek Korsik, Kec. Aek Natas, Kab. Labuhan Batu, Sumatera Utara	2,588 Ha	2,542 Ha	2018

# Plasma and Cooperative Farmers certification pending on approval of RSPO P&C for Independent Smallholders.

### 1.6.2 Assessment agenda. Partial certification audit.

During the partial certification audit, section 4.2.4 of the RSPO Certification System was used as guidance. The selection of the sites was based on a risk assessment using the planting years, legal issues and other details reported in the time bound plan as parameters. See also 1.6.3.

Date	Location	Agenda
16 May 2010	JKT - PKU	Verifying Legal Documents at Pekan Baru Office.
17 May 2010	PKU-T. Panjie	<b>Audit T. Panjie</b>
18 May 2010	TopazPranap	Travel T.Panjie - Topaz
19 May 2010	Pranap	<b>Audit Topaz</b>
		Travel Topaz - Pranap
20 May 2010	Pranap	<b>Audit Pranap</b>
		Travel Pranap – Tmn Raja
21 May 2010	Tmn Raja	<b>Audit Tmn Raja</b>
		<b>Audit Tungkal Ulu</b>
22 May 2010	Jambi - JKT	Travelling back to JKT

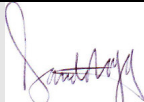


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<p><b>1.6.3 Assessment findings in relation to the rules for partial certification.</b>  The audit team conducted a partial certification assessment based on section 4.2.4, Final RSPO Certification Systems Document. A total of 5 operating units were visited and assessed against the section 4.2.4.</p> <p>Compliance was found in all area of the standard as per below:</p>	
1a. The organisation is a member of RSPO:	Membership N° : 1-0022-06-000-00
1b. A time-bound plan for achieving certification of all relevant entities:	PT. IIS has provided the time bound plan to certify all entities based on the application submitted to CUC (form 1.3.4 Compliance with rules of partial certification). PT. IIS proposal is to complete the certification for all entities by 2018. Compliance found.
1c. i. There are no significant land conflicts.	There were no land claims noted during the assessment. Interviews with local communities and stakeholders revealed that there are no pending land conflicts or compensation issues. All the relevant compensation documents were made available during the assessment. Enclave areas in the HGU were left as it is by company. Compliance found.
1c. ii. No replacement of primary forest or any area containing HCVs since November 2005.	Based on the documents available, majority of the oil palm development took place before November 2005. There has been no new planting but mature plantations have been re-planted since 2005.. HCV report available for area taken over from the communities. Compliance found.
1c. iii. No labour disputes that are not being resolved through an agreed process.	There are neither labour disputes nor conflicts. Interview with head of worker union and workers was conducted. Union leader confirm that conflicts are resolved through union meeting with management and there are no pending issues. Compliance found.
1c. iv. No evidence of non-compliance with law in any of the non-certified holdings.	The sampled operating units have all the relevant legal documents to operate the estate and palm oil mill. Some of the sample documents verified during the visit to the above operating units included: AMDAL, Land permit (HGU), Plantation development permit (IUP), Location permit (Ijin Lokasi), building permits (i.e. POM, office, workshop, and worker quarter), Tax payment documents, Occupational Health and Safety licences, Vehicle and or Heavy machinery licence, Hazardous Waste Storage permit (Izin Penyimpanan Limbah B3), POME Land Application permit etc. Compliance found.



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<b>1.7 Date certificate issued and scope of certificate</b>	
<b>Name of Client:</b>	PT Inti Indosawit Subur.
Client number:	CUC813510
Certificate number:	CUC
Certification Decision Date:	
Issued by	Control Union Certifications   Group scheme: Yes <input type="checkbox"/>
Address	Meeuwenlaan 4-6 8025 BS Zwolle
Telephone	0031 (0) 38 426 0100
Fax	0031 (0) 38 423 7040
Email	<a href="mailto:certification@controlunion.com">certification@controlunion.com</a>
Website	<a href="http://www.controlunion.com/certification">www.controlunion.com/certification</a>
<b>Scope</b>	
<b>Name of Mill:</b>	Buatan I
Scope (Summary of suppliers of FFB):	• PO1 (Buatan)
Projected mass balance CPO:	9,766 tonnes
Certificate registration code:	CU- D01
Type of certification:	Single site: Yes <input checked="" type="checkbox"/>   Group scheme: Yes <input type="checkbox"/>
<b>Name of Mill:</b>	Buatan II
Scope (Summary of suppliers of FFB):	• PO1 (Buatan)
Projected mass balance CPO:	19,811 tonnes
Certificate registration code:	CU- D01
Type of certification:	Single site: Yes <input checked="" type="checkbox"/>   Group scheme: Yes <input type="checkbox"/>
Certifier (contact person)	David Ogg FICFor.
Signature	





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## 2. ASSESSMENT PROCESS.

<b>2.1 Certification Body.</b>
Control Union Certifications is a member of the Control Union World Group - an international inspection and certification body. CU performs assessments and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, Eurepgap, HACCP, BRC, GMP and GTP.
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<b>2.2 Qualifications of the assessment team.</b>		
<b>2.2.1 Qualifications of the lead assessor. A. Senniah</b>		
<b>REQUIREMENT</b>	<b>QUALIFICATIONS</b>	<b>Compliance</b>
A minimum of post high school (post secondary school) training in either agriculture/forestry, environmental science or social sciences;	Graduated from Agriculture University Malaysia in Agriculture Economics and trained in plantation. Completed post graduate studies in Business management.	Yes
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	Working experience includes palm oil plantation and agriculture sector auditing.	Yes
Training in the practical application of the RSPO criteria, and RSPO certification systems;	Involved in the preparation of the CUC certification systems and audits since 2009. Fully trained in similar certification programmes such as GlobalGAP and GMP.	Yes
Successfully completion of an ISO 9000:19011 lead assessors course;	Successfully completed ISO 9001:2008 lead assessors course. October 2009.	Yes.
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.	Experience in the Palm Oil industry includes practical work experience and auditing. Conducted pre and main assessment in 7 different companies throughout Malaysia and Indonesia from February 2009 to December 2009. Contributed in the development of the CUC assessment checklist and system plans. Involve in training of new auditors to develop permanent team members. Conducted a significant number of assessments since February 2009. <b>Control Union:</b> RSPO, GLOBALGAP and GMP. <b>RSPO to date:</b> 3 x pre-assessments. 7 x main assessments. (Malaysia and Indonesia) 2 x annual assessment (Malaysia and Indonesia)	Yes.



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<b>2.2.2 Qualifications of the assessment team.</b>			
<b>RSPO REQUIREMENT</b>	<b>ASSESSOR</b>	<b>QUALIFICATIONS</b>	<b>Compliance</b>
Fluent in main local languages and English.	Pratama Agung	Citizen of Indonesia	Yes
	Senniah	Citizen of Malaysia	Yes
Field working experience in the palm oil sector, or a demonstrable equivalent.	Senniah	More than 10 years working experience in palm oil plantation.	Yes
Good agricultural practices (GAP), integrated pest management (IPM), pesticide and fertilizer use.	Senniah	More than 10 years working experience in oil palm plantation which includes GAP, IPM, pesticide and fertilizer use.	Yes
	Pratama Agung Sedayu	Has been involved in RSPO and organic farming auditing.	Yes
Health and Safety assessment on the farm and in processing facilities. (For example OHSAS 18001 or occupational. Health and safety assurance system).	Senniah	Working experience in palm oil plantation and manufacturing sector involving Health and safety.	Yes
	Pratama Agung Sedayu	Auditing experience in FSC, RSPO and organic agriculture.	Yes
	Kong PiChit	Auditing experience in RSPO, GLOBALGAP, GMP and organic agriculture.	Yes
Workers welfare issues and social assessment experience. (For example with SA8000 or related social or ethical accountability codes).	Senniah	Working experience in palm oil plantation and manufacturing sector includes workers welfare management.	Yes
	Pratama Agung.	Degree in Social Economics of Agriculture. Organic farming.	Yes
	Kong PiChit	Auditing experience in RSPO, GLOBALGAP, GMP and organic agriculture.	Yes
Environmental and ecological assessing. (For example experience with organic agriculture, ISO 14001 or environmental management systems).	Senniah	Auditing experience in RSPO, GLOBALGAP and GMP	Yes
	Pratama Agung Sedayu	Auditing experience in FSC, RSPO and organic agriculture.	Yes
	Kong PiChit	Auditing experience in RSPO, GLOBALGAP, GMP and organic agriculture.	Yes
Economic issues.	Senniah	Agriculture Economics graduate with working experience includes budgeting and finance auditing.	Yes

## **2.3 Assessment methodology.**

### **2.3.1 General overview.**

The main audit is carried out in conformance with the procedures available in the CUC RSPO Procedure Manual and the program manual for the auditor and certifier. During the audit qualified CUC auditors were assigned to conduct the audit against the RSPO standard as endorsed for the country in which the audit took place and recorded their findings.

Due to the location and only one estate involve, combined with the common management systems for estate and mills, and information derived during the pre-audit, it was possible to carry out field visit, mill visit and documentation audit of all estate and mills within the time frame without compromising the integrity of the audit process and findings in anyway.

All the mills and estate as detailed in 1.3.2 and 1.4.2 above were visited and the audit team conducted field audit, mill audit and documentation audit to gather evidence of compliance for all the RSPO principles and criteria. Common systems and practices were identified and specific evidence was recorded for individual mills and estate. Interviews with workers, internal and external stakeholders, staff, female workers and managers took place in both formal and informal environments. Interviews with workers and union representatives were conducted at both mills and estate.

All the facilities and infrastructures were visited including clinic, housing, recreational facilities, kindergarten, crèche, mosque, church, shops etc. During the visit interview carried out to verify the adequacy of the facilities and very positive feedback gathered from workers who are utilising the facilities.



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<b>2.3.2 Assessment agenda.</b>		
<b>Date</b>	<b>Location /main sites</b>	<b>Main activities</b>
<b>14th Dec '09 Monday</b>	<b>Buatan Training Centre</b>	<ul style="list-style-type: none"> <li>• 08.00 Opening meeting.</li> <li>• Introduction by team leader. Introduction of team members and assessment agenda.</li> <li>• Presentation by Group Manager (Estate and Mill)</li> </ul>
	<b>Buatan Training Centre</b>	<p><b>Centralised Documentation Audit for both mills and estate.</b></p> <ul style="list-style-type: none"> <li>• <b>Full document review.</b> Completion of the checklist. Review and documentation of evidence. All aspects of RSPO P&amp;C's.</li> <li>• All the general documents and legal compliances verification.</li> <li>• Interview and discussion with legal department representative, Plasma manager, training manager, operational managers and executives.</li> <li>• Verification and discussion on partial certification issues.</li> </ul>
<b>15<sup>th</sup> Dec 2009 Tuesday</b>	<b>BPOM I and II</b>	<ul style="list-style-type: none"> <li>• <b>Mill and workshop inspections.</b> Site specific Documentation. Worker interviews.</li> <li>• <b>Mills.</b> SOP's. Safe working environment. Gen sets. Walk ways. Signs. EFB. POME treatment. Emissions. Mass balance. Diesel tanks. PPE. Fire extinguishers. First aiders and boxes. Fuel and water usage.</li> <li>• <b>OSH.</b> Training. Management structure. First aiders.</li> <li>• <b>Worker interviews.</b> OSH. Sexual, religious, racial harassment. Pay and contracts.</li> </ul>
	<b>Buatan Estate</b>	<ul style="list-style-type: none"> <li>• <b>Chemical stores.</b> Storage. MSDS leaflets. Herbicide mixing areas. PPE. Ventilation. Security.</li> <li>• <b>Workshops.</b> Oil traps. Safe working environment. PPE. Diesel tanks. Environmental waste management.</li> <li>• <b>Line sites.</b> Interviews with householders. Inspection of water discharge points. Water improvement plans. Waste disposal</li> <li>• <b>Social amenities.</b> Social Impact Assessments.</li> <li>• <b>Local communities.</b> Contributions made. Employment opportunities. Social impacts. Complaints procedures.</li> </ul>
	<b>Buatan Training centre</b>	<p>1400 hrs : Stakeholder Meeting and discussion with management representative to verify feedback from stakeholder.</p> <ul style="list-style-type: none"> <li>• Social Impact Assessments.</li> <li>• Contributions made. Employment opportunities. Social impacts. Complaints procedures.</li> </ul>
<b>16<sup>th</sup> Dec 2009 Wednesday</b>	<b>Buatan Estate</b>	<p><b>Field Operations</b></p> <ul style="list-style-type: none"> <li>• <b>Field inspections.</b> Herbicide application programmes. Harvesting sites and efficiency. Fertilising operations. SOP's. Soil maps. Land preparation. Ground cover. IPM. First aiders and boxes. Ground cover. Soil erosion. Field observations of all operations.</li> <li>• <b>Worker interviews.</b> OSH. Sexual, religious, racial harassment. Pay and contracts. Child labour. First aid. Awareness.</li> <li>• <b>New planting sites.</b> Zero burn.</li> <li>• <b>Road maintenance.</b> Run off.</li> </ul>
	<b>Buatan Estate</b>	<ul style="list-style-type: none"> <li>• <b>POME and EFB</b> application – site verification and records</li> <li>• <b>HCV's.</b> Identification. Management plans. Environmental Impact Assessments. Implementation.</li> <li>• <b>Riparian zones.</b> Width. Current and future management. Non maintenance regimes.</li> </ul> <p><b>Water management.</b> Water courses. Water monitoring</p>
<b>17<sup>th</sup> Dec 2009 Thursday</b>	<b>Buatan Training Centre</b>	<p>Audit team discussion and finalise the finding. Preparation of draft report for closing meeting.</p>
		<p>1400 Closing meeting. Chaired by the assessment team leader.</p> <ul style="list-style-type: none"> <li>• Welcome and introduction by the team leader.</li> <li>• Presentation of findings by the assessment team.</li> <li>• Questions and answers.</li> </ul>



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	Final summary by team leader.
Number of assessors participating: 3	
Number of days spent for the assessment on site: 4	
Total number of person days used for the assessment on site: 12	
Assessment agenda for verifying the section 4.2.4 of Final RSPO Certification Systems Document is as per in 1.6.2 above.	
Number of assessors participating: 1	
Number of days spent for the assessment on site: 6	
Total number of person days used for the assessment on site: 6	

<b>2.4 Stakeholder consultation</b>	
<b>2.4.1 Summary of how the stakeholder consultation was organised.</b>	
Number of stakeholders included in the companies application form to CUC and who were included in the stakeholder consultation process:	25
Number of additional National and International stakeholders identified by the company and by CUC and who were also included in the stakeholder consultation process:	5
Notification of the planned assessment was also posted on the CUC and RSPO web sites in accordance with the RSPO requirements.	
All stakeholders were sent a letter which included full details of the company to be assessed, the names and addresses of all the mills and supply base, the dates of the assessment and the date time and place of an open stakeholder meeting. They were invited to make any comments and given the following bullet points to assist them. <ul style="list-style-type: none"> <li>• Environmental protection.</li> <li>• Biodiversity conservation.</li> <li>• Opportunities for employment.</li> <li>• Provision of housing, sanitation, amenities and educational support.</li> <li>• Company approach to community development.</li> <li>• Participation in decision making.</li> <li>• Any other issue, both positive and negative that you consider may be of relevance to the assessment.</li> </ul>	
Issues relating to other plantations owned by the company not included in this assessment.	
Number of persons who attended the open stakeholder meeting:	32
Subsequently to the stakeholder meeting, the audit team discussed the issues raised with management representatives of the company and follow up visits to specific sites were conducted. (See 3.3 below)	


<b>2.4.2 List of the National and International stakeholders contacted.</b>	
WWF.	Forest Peoples.
Sawit Watch.	World Agro forestry Centre
GAPKI.	

<b>2.5 Date of next surveillance visit:</b>	12 months after the date that a certificate is awarded.
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### 3. ASSESSMENT FINDINGS.

<b>3.1 Lead assessors' recommendation for certification:</b>
<p>Prior to the main audit, pre-assessment was conducted in November 2009 at Buatan Estate, Buatan I and Buatan II POM. Pre assessment and main assessment were conducted by different assessors. Overall the operating units showed its compliance and awareness towards RSPO Certification and its ability to manage the RSPO P&amp;C. The company demonstrated high commitment to the implementation of the P&amp;C of the RSPO and this commitment is apparent at all levels of management.</p> <p>This main audit has confirmed the findings of the pre-assessment and compliances found against RSPO P&amp;C. It is the recommendation of the lead assessor that a certificate of compliance be awarded to PT Inti Indosawit Subur (Buatan Estate, Buatan POM I and Buatan POM II)</p> <p>Signed:</p>  <p>A. Senniah Date: 21<sup>st</sup> June 2010</p>

<b>3.2 Summary of the findings by criteria:</b>			
<p>The audit team carried out a thorough assessment of all the principles, criteria and indicators as per RSPO P&amp;C. Compliance and evidence was sought and verified for conformance with the RSPO NI of both management systems and the implementation at the operating units. The findings column indicates that the audit findings are in accordance with each and every criteria and indicator. The summary of evidence and comments column includes the evidence found. (It is noted that the full and complete CUC checklist contains certain confidential information and details. It is an extensive document to be used for peer review by the certification decision panel and certifier). Where non conformity was found, a summary of the non-conformity is included in 3.3 below.</p>			
	<b>Findings:</b>	<b>Summary evidence / additional comments:</b>	<b>Compliance</b>
1.1	<ul style="list-style-type: none"> <li>Records of all requests for information are maintained.</li> <li>Records of responses to those requests are maintained and the action taken, dates and person involved recorded.</li> <li>The above records are maintained for a minimum period as defined by the company.</li> </ul>	<ul style="list-style-type: none"> <li>Estate and two mills maintain all the records in a specific book for information requests and a record book for responses taken to information requests made. There are two books available. One for information request and the other one for assistance request. The records show information of the applicant, date requested, nature of request, who attended and response or information given from the company.</li> <li>As per SOP under Receive Response Information Request (RRIR) (Menerima &amp; Merespon Permintaan Informasi) from stakeholder", all records to be kept at the concern operating units for 3 years and it is in practise in all estates and mills.</li> </ul>	<b>Yes</b>
1.2	<p>Information requests may include the following information::</p> <ul style="list-style-type: none"> <li>Land titles/user rights (Site Permit Izin Lokasi),</li> <li>Plantation Operation Permit (Izin Usaha Perkebunan).</li> <li>Land Use Title (Hak Guna Usaha - HGU).</li> <li>Documentation relating to application of Land Use Title in accordance with relevant procedures).</li> <li>Environmental and social impact Assessment (AMDAL / UKL-UPL) and environmental management and monitoring reports. (Laporan RKL-RPL).</li> </ul>	<ul style="list-style-type: none"> <li>No restriction as to the documents that are made publicly available with the exception of confidential commercial information.</li> </ul> <p>All the management documents which related to local national laws are available publicly for all stakeholders on request except confidential financial documents. Following documents are available for stakeholders:</p> <ul style="list-style-type: none"> <li>HGU.</li> <li>Permit to build building,.</li> <li>License to use water, (underground water use permit),</li> <li>IUP,</li> <li>DPPL,</li> <li>RKL,</li> <li>RPL,</li> </ul>	<b>Yes</b>



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	<ul style="list-style-type: none"> <li>• Documentation of social activities and community programs.</li> <li>• Health and Safety Plan.</li> <li>• Continuous improvement plan.</li> </ul>	<ul style="list-style-type: none"> <li>• AMDAL,</li> <li>• HCV report,</li> <li>• Manager Annual reports,</li> <li>• Environment report,</li> <li>• Social documents (identification and management), continuous improvement plans, employment (regulation and implementations), annual agronomist report, advisors visit reports, etc.</li> <li>• At the estate office, signboards are available with HGU details, which can be seen by any stakeholders and visitors.</li> <li>• The availability of documents is in accordance with the Standard Operating Procedure on communications with stakeholders.</li> </ul>	
2.1	<ul style="list-style-type: none"> <li>• Clear compliance with the law in all areas sampled.</li> <li>• Good systems in place to track and implement changes in the law.</li> <li>• The laws affecting the oil palm industry are listed and available to all managers.</li> </ul>	<ul style="list-style-type: none"> <li>• Full document inspections and checks were carried out of licences, permits and legal certificates and found that they are in compliance with the law.</li> <li>• The PT IIS SOP for Compliance with regulation, law and changes (Pemenuhan Peraturan Perundang-undangan dan Perubahannya) No. AA-GL-5001.1-RO lists the procedures to track changes in law/regulation. If there are any changes in law and regulation, it is informed by the government to the company. The Head of Social, Security, License and Regulation (SSLR) is responsible to ensure all laws and regulations are complied with. His assistant looks into relevant websites and updates accordingly. He updates the operating units on any changes in the regulation after reviewing the regulation. All regulations and requirements are distributed to relevant operating units by email.</li> </ul> <p>The management team at operating the units were able to demonstrate awareness of the relevant laws and that there is compliance. For example, with all land certificate requirements and Minister of Agriculture decree No. 26/Permentan/OT. 140/2/2007 which are related to AMDAL, HGU, IUP, Mill capacity. There are 150 regulations to be followed. All this available in soft copy.</p>	<b>Yes</b>
2.2	<ul style="list-style-type: none"> <li>• Land titles / country leases for all properties in accordance with the law of the land.</li> <li>• Boundary stones easily identified.</li> <li>• The company has mechanism for the resolution of conflicts and where there have been disputes; there is proof of progress in an acceptable manner to all parties.</li> <li>• Land acquisition has been with free prior and informed consent.</li> </ul>	<ul style="list-style-type: none"> <li>• Land Titles ( Hak Guna) are available and documented in File "Perijinan kebun and Perijinan Pabrik). A copy is available in Estate and Mill offices. Location permit (Ijizin Lokasi) SK Gub/KPTS.57/II/1987. Ijizin Prinsip KB.320/859/Mentan/XI/1983, Forest release permit ( Ijizin Pelepasan Kawasan Hutan) Kepmenhut No. 664/KPTS-II/89, SKHGU No. 10/HGU/1993, HGU No.01 tahun 1983, HGU extension letter (Pemberian Perpanjangan jangka Waktu &amp; Pembaharuan HGU) kep.BPN No.145/HGU/BPN/2004. HGU leased until 2083.</li> <li>• Land rights for the estate include the</li> </ul>	<b>Yes</b>



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		<p>landrights for the mill (HGU). The landrights documents include: Letter from National Capital Body licensing the operations of plantations and mill.</p> <ul style="list-style-type: none"> <li>• There is an estate map showing the legal boundaries from <i>BPN</i> (National Land Body). Boundary stones are identified and verified during field visit. They are maintained visibly. There are 19 boundary stones available for verification.</li> <li>• No disputes noted. Surrounding is their own plasma project owned by the farmers. There is a company plasma manager who in charge of overall plasma activities. During stakeholder consultation it was reconfirmed that there are no disputes.</li> </ul>	
2.3	<ul style="list-style-type: none"> <li>• No customary rights</li> </ul>	<ul style="list-style-type: none"> <li>• No findings were encountered that would indicate the current existence of customary rights on the estates. Reconfirmed during stakeholder meetings that there are no outstanding customary rights or issues.</li> </ul>	<b>Yes</b>
3.1	<ul style="list-style-type: none"> <li>• Annual budget with a minimum 3 year projection.</li> <li>• Annual replanting programme projected for a minimum of 5 years with yearly review.</li> </ul>	<ul style="list-style-type: none"> <li>• Annual budget is available for all operating units (estate and mills). 3 years Forecast on production, OER and operating cost is available. Budget comprises cost of production, capital expenditure, operational cost, production cost, supervision cost, area statement, production, fringe benefits etc. Mill budget includes FFB received and processed, OER extraction, CPO and kernel production details, quality, cost of production, running cost etc.</li> <li>• Replanting programme for PT IIS is available and projected for 6 years and reviewed on yearly basis. First replanting has been programmed in 2012. The seedling will be sourced from OPRS (Oil Palm Research Station) Topaz – Riau.</li> </ul>	<b>Yes</b>
4.1	<ul style="list-style-type: none"> <li>• The company has generic SOP's, which are up to date and which cover all plantation and mill activities from seedling to the despatch of CPO and PK or PKO.</li> <li>• The company has comprehensive annual monitoring records.</li> </ul>	<ul style="list-style-type: none"> <li>• Standard operating procedure includes Agronomist Policy Manual, initiated on 21 September 2004, by Agricultural technical committee (ATC) SOP subcommittee, RSPO and R&amp;D team and reviewed again by ATC. The SOP covers nursery set up and operation, planting preparation, maintenance, harvesting and related good agriculture practices. Divisions have their own divisional administrative checklist. A complete register of all SOP's available in AA-SOP-OP-1100.01-R1 – AA-SOP-OP-1100.20-R1. Safe operating procedure incorporated in each activity listed.</li> <li>• Monthly management report contains all activities regarding the estate operations and activities: detailed FFB production and expenses, fertilizer, pesticide and herbicide applications, pruning, harvesting, hand picking, stock balances of warehouses, operational expenses, visitors, management structure, clinic report, labour and employees, rainfall, workshop, inventories of company properties.</li> <li>• Monitoring of estate operations also recorded in Internal Audit File, covers</li> </ul>	<b>Yes</b>



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		<p>house keeping, warehouse, maintenance, harvesting. Internal audit twice a year and external financial audit once a year.</p> <ul style="list-style-type: none"> <li>Monitoring of mill operations also recorded in Internal Audit file; contains checklists and covers: cleaning, SOP and operations as well as the self audit file include housekeeping, environmental and social issues and data.</li> </ul>	
4.2	<ul style="list-style-type: none"> <li>The company has records of regular soil, leaf and visual analysis. Leaf analysis is conducted on an annual basis to determine fertiliser regimes.</li> <li>All fertiliser regimes are well planned; implemented and recorded.</li> <li>Agriculture manual indicates that legume cover will be used during replanting. There is no replanting during assessment.</li> <li>EFB application to areas determined by the foliar analysis.</li> <li>POME is used for land application.</li> <li>Good monitoring of fertiliser inputs.</li> </ul>	<ul style="list-style-type: none"> <li>The fertilizer application plan and actual application records for 2009 contain data on fertilizer application, EFB and POME application.</li> <li>Soil analysis and leaf analysis are carried out by research and development centre and make fertilizer recommendations. Soil analysis is carried out once in two years and leaf sampling on yearly basis. Agronomy visits estate to conduct visual analysis prior to fertilizer recommendation based on leaf and soil analysis.</li> <li>POME land application is covering 240ha (under POM1) and 303ha (POM2) at Buatan estate. Furrows/pits are constructed systematically with proper bund. Field visits confirm that there is no spillage and full time staff supervise the application. Map for POME application clearly identified and land application is on 3 rotations to cover the whole area identified for POME.</li> </ul>	<b>Yes</b>
4.3	<ul style="list-style-type: none"> <li>Documented evidence of practices to minimise soil erosion.</li> <li>Weeding programmes minimise bare or exposed soils.</li> <li>Comprehensive road maintenance programme.</li> <li>No peat or fragile soils noted.</li> </ul>	<ul style="list-style-type: none"> <li>Soil maps available for the whole estate. Majority soil is sandy clay loam but there are 6 types of soils identified. Green ground cover is maintained with soft grass and neprolophis vegetation. Only circle and path spraying are carried out. EFB is applied systematically to assist in soil conservation and maintain fertility. Well drained with road side drains and silt pits, infield silt pits and terraces.</li> <li>No peat soil.</li> <li>SOP – AA-SOP-OP-1100.05 for soil and water conservation covers management strategy for slope planting. Management have identified conservation terraces and platforms to manage the sloping areas. Steps are constructed to assist harvesting and FFB extraction process, Individual terraces and continuous terraces are constructed to assist with soil and water conservation.</li> <li>Roads are very well maintained. There is a monthly maintenance overview of past road activities and a monthly maintenance plan for 2009.</li> </ul>	<b>Yes</b>
4.4	<ul style="list-style-type: none"> <li>Water courses (and wetlands) are identified on maps and management plans are in place for restoring riparian buffer zones.</li> <li>No construction of bunds/weirs/dams across the main waterways.</li> <li>Water management includes the monitoring of all water courses as they</li> </ul>	<ul style="list-style-type: none"> <li>No planting within 50 metres of a river of less than 10m or 100 metres on a wider river. Rivers are as identified by the Government authority.</li> <li>Estate: All water courses are clearly identified on maps and in the field. Restoration of the riparian zones, through zero fertilizer and pesticide application on</li> </ul>	<b>Yes</b>





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	<p>enter and leave the estate(s).</p> <ul style="list-style-type: none"> <li>• BOD levels of effluent are monitored.</li> <li>• Good levels of water usage per tonne of FFB processed.</li> <li>• No drainage into protected areas.</li> <li>• Water management plans in place.</li> </ul>	<p>the palms and planting jungle tree species in the riparian zones is practiced.</p> <ul style="list-style-type: none"> <li>• Already planted up to 10000 trees in the riparian zones.</li> <li>• Monitoring water quality every 6 months to ensure the activity within the estates does not effect the water quality. Riparian zones management in SOP. Riparian Zones are erected with signage with details of location, width and hactarage along the Kerinchi River. 50 metersof riparian zone along both side of the river is managed with planting of selected trees to make the zone as biodiversity enhancement regime.</li> <li>• Every month the BOD is measured. Measurements are made every month to include pH, Total nitrogen; Oil and grease; total suspended solids. Chemical oxygen demand and Biological Oxygen Demand (BOD). Records show consistent levels of BOD well below permitted level of 5000mg/L.</li> <li>• Water use in the mill is mapped out and broken down into all activities. In combination with water usage measurements, water usage is monitored and operations adjusted. Internal benchmark: 1 tonne FFB for 1 tonne water. Data on water use in Process control file.</li> <li>• Water analysis of river is carried out to ensure river water quality. The results are in file RKL and RPL (rencana pengelolaan lingkungan dan rencana pemantauan lingkungan perkebunan dan pabrik pengolahan kelapa sawit), and send to <i>Bapedal</i> (Local environmental control body)</li> <li>• Rainfall records in file management report and rainfall report.</li> </ul>	
4.5	<ul style="list-style-type: none"> <li>• Documented and implemented IPM system.</li> <li>• Monitoring of IPM used, which includes the training of staff and workers.</li> <li>• Planting of beneficial plants.</li> <li>• Record of pesticide use per ha.</li> <li>• Monitoring of pesticide toxicity units.</li> </ul>	<ul style="list-style-type: none"> <li>• Documented IPM plan is available in SOP: AA-SOP-OP-1100.09-R1 The IPM includes monitoring of bagworm, rat census, barn owl population census and planting of beneficial plants. Use of barn owl boxes, <i>Tunera</i> and <i>Cassia</i> to limit use of pesticides. Results are good, no major pest outbreak in over three years. Field inspections show extensive planting of Tuners and Cassia alongside most roads.</li> <li>• Monitoring of the life cycle of the pests carried out by the Research and Development Centre (RDC). Barn owl boxes erected at 1box/25ha.Estate conduct monthly barn owl census to ensure the population is monitored. There is a trained permanent supervisor to do the census and he has been trained by the RDC.</li> <li>• Pesticide toxicity units checked monthly. Average glyphosate used is 0.13gm/mt FFB</li> </ul>	<b>Yes</b>
4.6	<ul style="list-style-type: none"> <li>• Written justification for all agrochemicals used.</li> <li>• All pesticides are officially registered.</li> </ul>	<ul style="list-style-type: none"> <li>• Use of Paraquat is limited to the occurrence of certain weeds and tests are ongoing within the group to look for</li> </ul>	<b>Yes</b>



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	<ul style="list-style-type: none"> <li>Well ventilated and secure chemical stores with MSDS leaflets and first aid.</li> <li>Annual medical checkups.</li> <li>No work with pesticides for confirmed or breast feeding woman.</li> <li>The use of WHO type 1a or 1b chemicals is limited.</li> <li>No aerial spraying.</li> <li>CPO testing for residues.</li> <li>Records of use of pesticides.</li> <li>Proper disposal of chemical waste.</li> </ul>	<ul style="list-style-type: none"> <li>alternatives for paraquat.</li> <li>File under ISO 14001 contains chemical register of chemicals used with MSDS, chemicals not excluded by WHO. Estate Operation file "daily work plan" contains details on up keep of mature areas including usage of chemicals and number of people working with the chemicals. Stock cards being kept of the chemical warehouse and recorded in the Daily chemical dispense book;</li> <li>Company policy prevents pregnant and breast feeding women from spraying; during health check blood samples are taken.</li> <li>Collection of chemical waste takes place by a collection agent licensed by the authority of environment, energy and minerals. Logbook chemical waste collection available.</li> </ul>	
4.7	<ul style="list-style-type: none"> <li>OSH plan in place.</li> <li>Accident records kept and reviewed.</li> <li>Accident insurance in place.</li> <li>Risk assessment</li> <li>OSH committees are identified and responsible persons for safety.</li> <li>The company maintains records of all meetings with workers.</li> <li>Worker accident insurance is in place.</li> <li>Workers exposed to high risk are identified and records show that regular health examination takes place</li> <li>Trained First aiders at all sites</li> <li>First aid kits at all places of work</li> <li>Training programmes</li> <li>Accident records are maintained and reviewed at the OHS meetings</li> </ul>	<ul style="list-style-type: none"> <li>OSH plan on file and comprises scheduled training sessions on OSH and RSPO, worker attendance list in training list file. Company Policy to follow OHSAS 18000, RSPO P&amp;C, point number 2, 3 and 4. Training program year 2009-2010 about e.g. estate – OHSAS training, refresh RSPO, Mill – First aid, EMS program, health and safety, fire extinguisher etc.</li> <li>OSH training is given by the sustainability department; training on agronomy by the estate manager (includes spraying). File internal training provides all details. Training card for every employees.. First aid training conducted on 15-17 Jan 2009</li> <li>Health and safety meeting monthly, the estate manager and mill manger in charge. Latest minutes of meeting dated 1/11/09</li> <li>Workers are insured through the national insurance body Jamsostek; records were seen by the audit team.</li> <li>Risk assessment available in CHRA conducted under ISO 14001</li> </ul>	<b>Yes</b>
4.8:	<ul style="list-style-type: none"> <li>Training plans and records are in place as appropriate for all staff and workers.</li> <li>Contractors are trained in accordance with company procedures</li> </ul>	<ul style="list-style-type: none"> <li>Training programmes are formulated on yearly basis and revised annually. Training records on management, OSH, first aid, EFB press, RSPO, working environment for staff, employee and Plasma smallholders are available.</li> <li>All interviews with workers in the estate and in the mill confirm the effectiveness of the training programmes. All workers aware of OSH guidelines and received job specific training to maintain competency.</li> <li>EFB transporting training record shows contractors attended the training on 04/08/09</li> </ul>	<b>Yes</b>
5.1	<ul style="list-style-type: none"> <li>Documented and implemented impact assessments in accordance with RSPO and legal requirements.</li> <li>Environmental improvement plans in place.</li> </ul>	<ul style="list-style-type: none"> <li>Half yearly AMDAL document consist of ANDAL (environmental impact analysis), RKL (management plan), RPL (control plan) are available.</li> <li>AMDAL documents are available, No.013/ANDAL/BA/V/95 approval date: 3/5/1994. These AMDAL document</li> </ul>	<b>Yes</b>



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		<p>equipped with DPPL (Dokumen Pengelolaan dan PEmantauan Lingkungan) approved by the Governor of Riau based on decree letter No. 275/X/2009. DPPL consist of aspects that are not covered under AMDAL document such as waste water management, land application of POME, hazardous waste temporary warehouse and replanting program.</p>	
5.2	<ul style="list-style-type: none"> <li>HCV assessments completed. Which include the identification of any protected, rare, threatened or endangered species.</li> <li>Management plans in place.</li> <li>Inappropriate hunting, fishing and collecting activities are discouraged.</li> <li>The company has identified, trained and appointed an individual person, or persons for a number of estates, who monitor plans associated with HCV.</li> </ul>	<ul style="list-style-type: none"> <li>HVC assessment has been carried out by an independent consultant. The HCV study for the PT has been carried out by external consultants from Faculty of Forestry, Agriculture Institute of Bogor. The study has identified HCV 1 for protected species; HCV 4.1 for environment service and HCV 6 for social identified. MOU with the village community has been established to manage the HCV 6 in collaboration with the management. The collaboration MOU is signed by the head of the community. The HCV identification has been reviewed by WWF on 20 November 2009. MOU with WWF to assist PT.IIS on how to manage and monitor.</li> <li>At the appropriate places within the estate signs have been put up to forbid hunting and disposal of garbage.</li> <li>Several initiatives regarding the protected species have been developed. Monitoring of wildlife is ongoing and Management plans have been developed on the basis of the outcome of monitoring activities.</li> <li>Maintenance of riparian zone as part of biodiversity is based on <i>Undang-undang No. 41 tahun 1999</i> regarding forestry and <i>Undang-Undang No.5 tahun 1990</i> regarding biodiversity conservation. Management plan for the HCV and conservation area is available. Plan includes details of the area, location, objective and target, management programme, method, person in charge, and time frame. Preserving of the species is carried out with planting of jungle trees and with biodiversity enhancement project along Kerinci river.</li> <li>For PT IIS there is an HCV coordinator and one HCV officer at the operating unit to carry out the monitoring and to manage the plans. Monitoring is twice a year. There are specific staffs that make records of monitoring on regular basis at division level.</li> </ul>	<b>Yes</b>
5.3	<ul style="list-style-type: none"> <li>Waste products have been identified and documented.</li> <li>Plans to avoid pollution are in place.</li> <li>Biomass is recycled.</li> <li>Hazardous waste is stored in a dedicated store and disposed of by an authorised licensed waste collector.</li> </ul>	<ul style="list-style-type: none"> <li>Logbook of household waste contains source, where disposed (landfill to government waste disposal site), collection truck and driver keeps records, verifying by officer. Pollution Sources Identification: file land code.</li> <li>Comprehensive list of pollution sources in file AA-431-001-LT under ISO 14001. Potential sources for waste and pollution,</li> </ul>	<b>Yes</b>



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		<p>including office, staff quarters, and workshop. At mill sources of pollution and emissions are from Boiler, Blowers, Solid applied to the field, Fibre, Effluent control, Turbine noise, Diesel tank.</p> <ul style="list-style-type: none"> <li>Data on various waste disposal activities in file Pollution Management Programme (incorporated with ISO 14001) which includes household, scheduled waste, boiler ash, solid waste, scrap iron and land application.</li> <li>Hazardous Waste is collected at centralised Central Workshop for the whole complex and government approved waste collector PT Elmusonsetindo collects from the operating unit regularly. PT. Elmusonsetindo is a licensed hazardous waste based on ministry of Environment decree letter No.218 dated 18/04/2008. Record of the transaction is checked and verified.</li> </ul>	
5.4	<ul style="list-style-type: none"> <li>All energy used in the mills is monitored.</li> <li>Fossil fuel records are maintained and trends shown.</li> </ul>	<ul style="list-style-type: none"> <li>Fibre and shells used as energy source in the mill (bio fuel) and monitoring records available.</li> <li>Records on empty FFB, fibre and shells used as energy source recorded in mill. This record of renewable energy used are maintained in file "Pemakaian Total Energy" and include EFB, fibre and shell used as an energy source as total tonnage used by month. On 10/2009, Buatan POM I used 4358 metric tonnes fibre and 1942 metric tonne shell as boiler fuel. Efficiency analysis is available.</li> <li>Records on diesel usages recorded in the same file total energy used.</li> </ul>	<b>Yes</b>
5.5	<ul style="list-style-type: none"> <li>The use of fire is not allowed for any land preparation or for replanting.</li> <li>No evidence of burning waste.</li> </ul>	<ul style="list-style-type: none"> <li>Zero burning policy available under Kebijakan Lingkungan, Sosial, Kesehatan dan keselamatan Asian Agri. Zero burning policy is also stated in contractor's agreement.</li> <li>Household waste to landfill.</li> <li>Estate operates its own fire fighting water tank. Training provided by <i>Dinas Pemadam Kebakaran</i> (Provincial fire fighting authorities), and evidence in External Training File.</li> <li>Fire extinguishers present in various locations on site.</li> <li>Siren available for getting attention and help during emergency. Fire extinguishers checked periodically.</li> </ul>	<b>Yes</b>
5.6	<ul style="list-style-type: none"> <li>Documented plans to mitigate all polluting activities. – reviewed annually. The mill(s) have identified the sources of pollution and emissions</li> <li>No peat land. Various and regular measurements are taken of the emissions and pollutants. Measurements of emissions obtained are used to develop strategies for improvement</li> <li>POME is treated in a series of ponds and the final discharge is regularly</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring data available in the half yearly AMDAL/DPPL environmental report. Procedure for identification incorporated with ISO 14001 documents. All impacts raised from each station in the mill are identified under Evaluasi Aspek - Dampak Lingkungan (Aspects evaluation – Environment Impact).</li> <li>Monitoring of pollution and emission conducted 6 monthly by third party laboratory Sucofindo, Pekanbaru.</li> <li>The record is available under the</li> </ul>	<b>Yes</b>



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	monitored for, amongst other things BOD levels.	environmental field procedure document number AA-KL-01-EFP. Monitoring of BOD level done monthly basis, the test conduct in Labour Department's Laboratory (Laboratorium Pengujian DISKIMPRASWIL) Riau province. There are 11 effluent ponds (including cooling pond, acidification pond, primary and secondary anaerobic pond). Once the BOD reaches below 5000mg/L it is used for land application. Monitoring is carried out daily at the field to ensure BOD within the spec and the sampling point is available at site. There is also a control/monitoring sampling located nearby the land application area to check the ground water BOD.	
6.1	<ul style="list-style-type: none"> <li>Documented and implemented social impact assessments prepared in participation with affected parties, for plantations and mills.</li> </ul>	<ul style="list-style-type: none"> <li>Social Impact Assessment available. Record of respondent participates in the assessment process available. 110 stakeholders consulted including local government, local community leader, worker union, doctor from sub-district clinic. Management plan on Social Impacts period available for both estate and mill 2008/2009</li> <li>Documented action done to improve social impacts.</li> <li>Regular environmental management and monitoring has been covered in RKL and RPL. Effluent produced is monitored and Land application of POME and quality report is monitored and reported monthly.</li> </ul>	<b>Yes</b>
6.2	<ul style="list-style-type: none"> <li>Clear and transparent systems of consultation and communication with local stakeholders.</li> <li>Identified lines of communication.</li> </ul>	<ul style="list-style-type: none"> <li>Policy for estates and policy for POM consists of the same procedures for consultations with stakeholders. Records of communications and consultations are available.</li> <li>Maintenance of a list of stakeholders by consulting with the government, authorities, suppliers, contractor and conduct meetings with the stakeholders. Written on Distribution of New Information and Technology standard operating procedure.</li> <li>Minutes of meeting with stakeholders, record of request and or aspiration. Record of responses and follow up on social impact assessment implementations.</li> <li>Public Relations Officer available for the estate and mill. He is always communicates with internal and external stakeholders.</li> </ul>	<b>Yes</b>
6.3	<ul style="list-style-type: none"> <li>There is a complaints and dispute resolution procedures which is demonstrably accepted by potentially affected parties.</li> <li>Procedure is fully available to all.</li> </ul>	<ul style="list-style-type: none"> <li>Procedure to solve complaints and grievances on Standard Operating Procedure. External complaint book for outsider and internal complaint book for employees and staff. Socialization on the SOP, HCVF, SIA, CSR from the plantation to stakeholders. Procedure to receive and solve any complaints includes identification of issues and person responsible to handle such cases. Procedure has been socialised with internal and external</li> </ul>	<b>Yes</b>



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		stakeholders on 20/10/09.	
6.4	<ul style="list-style-type: none"> <li>Procedure in place for identifying legal and customary rights and a procedure for identifying people entitled to compensation.</li> </ul>	<ul style="list-style-type: none"> <li>Standard Operating Procedure on Land Compensations including procedures on identification, calculation, and compensation.</li> <li>There are no land compensation issues in PT IIS.</li> </ul>	<b>Yes</b>
6.5	<ul style="list-style-type: none"> <li>Documented pay and conditions.</li> <li>Labour laws, union agreements and contracts of employment are in place and in the appropriate languages.</li> <li>Adequate housing, water supplies, medical, educational and welfare amenities are provided.</li> </ul>	<ul style="list-style-type: none"> <li>Pay rates including working time, overtime, pay terms are included in work contract (<i>Perjanjian Kerja Bersama</i> - PKB).</li> <li>Document Labour Control consists of employees status and pay rates.</li> <li>Pay rates are based on workers union agreement and Law UU 32 Year 2004 and as per the employment agreement. Pay rates includes basic wages and allowances ( spraying is Rp 5000, calibration allowance Rp 1000, PPE cleaning Rp 2000, incentive for harvester exceeding basic target of 50 bunches are given up to maximum of Rp56000 beside the basic pay, manuring allowance 5000) and any deduction such as deduction for insurance (Jomsostek). Minimum wage for Riau province to all the permanent employees is Rp 1.021,000 as per secular from the Workers Union Federation dated 20 February 2009. It is already implemented in all operating units. Payment records show that workers are receiving more than the minimum wage (Rp 1,067,500 – Rp 2,554,205). Payment records are signed by the workers to acknowledge receiving the payment in full and understand the calculation. Interview with workers confirm that they understand the pay rate and payment is on time. Workers are also paid yearly bonus beside the normal wage.</li> <li>Company provide clean water, electricity, housing, medical facility, housekeeping an , electricity, bus stop, school buses, church, mosque, kindergarten, sports activities, tennis court, football, volleyball. Domestic waste collection</li> </ul>	<b>Yes</b>
6.6	<ul style="list-style-type: none"> <li>Published statement recognizing freedom of association.</li> <li>Minutes of meetings with trade unions and worker representatives.</li> </ul>	<ul style="list-style-type: none"> <li>All the policies are integrated under “Kebijakan Lingkungan, Sosial, Kesehatan dan Keselamatan” (Awareness on Environment, Social, Health and Safety) which includes freedom of association. Respect for every worker to have the right to form and to be a member of labor union according to their wish and allow collective bargaining</li> <li>Union worker office is located in the housing complex of the estate and mill; easily accessible to all workers. Meeting with labour union on 13 Jun 09 choosing the representative, organizing the system within labour union</li> </ul>	<b>Yes</b>
6.7	<ul style="list-style-type: none"> <li>There is a documented and published company policy on worker ages in accordance with national laws.</li> </ul>	<ul style="list-style-type: none"> <li>PT IIS policy for each mill and estate contains Recruitment policy stating that, no worker under 18 years will be accepted.</li> </ul>	<b>Yes</b>
6.8	<ul style="list-style-type: none"> <li>There is a publicly available equal opportunities policy.</li> </ul>	<ul style="list-style-type: none"> <li>Policy for each mill and estate about equal opportunities based on Undang-Undang</li> </ul>	<b>Yes</b>



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	<ul style="list-style-type: none"> <li>No evidence of discrimination. Workers are treated equally with regard to working opportunities.</li> </ul>	<p>no. 13 tahun 2003 pasal 31</p> <ul style="list-style-type: none"> <li>Decree letter provides evidence that every employee has the same opportunities for promotions regardless race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliations or age.</li> <li>Records of new employee show that the company accepts new employee based on their capabilities and qualifications.</li> <li>During field and mill visit it was confirmed that no discrimination is practiced confirmed through interview with workers.</li> </ul>	
6.9	<ul style="list-style-type: none"> <li>Well displayed and clear policy on sexual harassment and violence.</li> <li>The company has set up a specific gender committee to facilitate the grievance mechanism.</li> </ul>	<ul style="list-style-type: none"> <li>Sets of Policy on Sexual harassment, SOP on sexual harassment handling, Policy on Gender committee, SOP on Gender committee for each mill and estate. All related policies are compiled in Environmental, social and OSH Policy statement which includes sexual harassment policy. There is SOP to prevent and handle sexual harassment available in document no. AA-HR-309.01-RO</li> <li>Policy and SOP on protection of reproductive rights of workers for each mill and estate.</li> <li>Information on gender issues procedures communicated during labour union meeting and through gender committee meeting. Committee formed on 11/5/09 and consist by female employees to discuss gender issues.</li> <li>Maternal leave and permits records available. Claim on the <i>Jamsostek</i> (Social Insurance for Worker) over workers children birth expenses</li> <li>There is a specific SOP on grievance mechanism.</li> </ul>	<b>Yes</b>
6.10	<ul style="list-style-type: none"> <li>The pricing mechanism for FFB and other services provided to both the mill(s) and the estates is documented.</li> <li>Current and past prices for FFB are publicly available.</li> </ul>	<ul style="list-style-type: none"> <li>Records of Working Agreement Letters for contractors and suppliers available. Cooperation Agreements between company and schemed smallholders available</li> <li>Records of payment from company to the cooperation bank accounts include the actual productions, cost made and deductions are available. Payment will be made according to the contract Perjanjian Jual Beli, No. 012/SPJB/TBS/IX/2009. The contract written in local language.</li> <li>Interviews with third party FFB suppliers point out the system of payment are transparent and understood.</li> </ul>	<b>Yes</b>
6.11	<ul style="list-style-type: none"> <li>The company makes contributions for local development and records are maintained.</li> </ul>	<ul style="list-style-type: none"> <li>Policy for Corporate Social Responsibility documents consists of records of company contributions to community development available on each mill and estate.</li> <li>Assistance to local community may be in cash or in kind.</li> </ul>	<b>Yes</b>
7.0	<ul style="list-style-type: none"> <li>No new planting planned on any estate included in the scope of this assessment.</li> <li>Principle 7 is not applicable to this</li> </ul>	No new planting.	<b>Not applicable</b>



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	assessment.		
8.1	<ul style="list-style-type: none"> <li>Clear evidence of continual improvement in key areas.</li> </ul>	<ul style="list-style-type: none"> <li>DPPL consist of RKL/RPL. Review consists of result of the action plan, evaluations, recommendation for next improvement.</li> <li>On economic improvement: increase productivity of harvesters by providing proper tools and providing safe working environment. Being cost effective and finding practical solutions.</li> <li>The aim is to improve oil extraction with minimising losses.</li> <li>In order to reduce dependency on chemicals, integrated pest management (IPM) has been given serious attention by introducing and expanding the beneficial plant establishment such as tunera, cassia and growing of soft flowering weeds to maintain good ground cover. Beneficial plants cover about 65,000meter and will be increased to another 32,000meter in 2010 along the roads in the estate. IPM also includes establishment of barn owl boxes around the estate. There are 223 boxes available and replacement and establishment of new boxes in progress. In 2009, 60 boxes have established with better quality galvanised iron supports and there is a plan to increase another 163 boxes in 2010. Management also introduced <i>cordyceps</i> entomogenyic fungie to control nettle cattle pillar. In 2010 the management has plan to introduce this at 472ha. Management has committed to <i>further reduce</i> paraquat usage. In 2007 5657litres has been used and it is gradually reduced to 4721litres in 2008, reduced to 3200litres in 2009 <i>and plan in place</i> to reduce further in 2010. The bio fuel (shell and fibre) waste from mill is recycled to operate the boiler. Mill is committed to <i>reduce the use</i> of fossil fuel under their continuous improvement plan. Total diesel used in 2006 is 75187litres and has been reduced to 70109litres in 2009. BPOM I committed to further reduce to 60000litres in 2010.</li> <li>Improvement plan also covers increasing Oil Extraction Rate (OER). Quality of FFB received and reduce any leakage on the piping system. BPOM II planning to reduce usage of diesel from 67367litres in 2009 to 65000litres in 2010. BPOM II have plan to increase OER to 21.20 in 2010 with minimise oil losses and improve FFB quality received. Maintain the 240ha at BPOM I and 303ha at BPOM II for POME land application.</li> <li>All the EFB produced by the two mills are applied at the Buatan estate. The application rate has been increased from 50mt/ha in 2008 to 70mt/ha in 2009 covering an area of 477ha. It is not practicable to apply evenly over all the</li> </ul>	Yes





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		<p>estate and so research data is used to ensure that the sites which benefit most from EFB are treated. The company's research department view is that by increasing the EFB application, there is a possibility of reducing in-organic chemical fertilizer. This is only can be verified during the annual surveillance assessment.</p> <ul style="list-style-type: none"> <li>• Replacement of wooden schedule waste store with proper concrete building has been planned for 2010 to ensure the security.</li> <li>• Water management includes the maintenance of culverts and construction of proper storm drains and silt pits to control any surface run off from entering into water courses</li> <li>• The improvement plan covers infrastructure improvement such as building of mosque, field office, new water treatment plant, security post, staff housing, workers housing (10 houses in 2010), security fencing for the main store, garage, washing area and fertilizer store. All the above improvement projects has been planned for 2010</li> </ul>	
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### 3.3 Non conformity register.

This section gives an over view of new or revised non-conformities raised during this assessment and of action taken to close out non-conformities raised during the previous assessments.

Major non-conformities raised during a main assessment will prevent CU from making a positive certification decision for the concerned units/products.

**The Non Conformity number is comprised of 2 parts to include the year in which the Non Conformity is raised as well as a sequential number.**

During the main assessment there were no non-conformance raised.

<b>Date:</b>	-
Number settled:	-
Number outstanding:	-

NON CONFORMITY REPORT	
NC number:	-
Client name:	-
Date raised:	-
Major or Minor:	-
Raised by:	-
<b>Aspect of standard:</b>	
<b>Evidence of non-conformity: -</b>	
Assessors signature:	
Date:	
<b>Proposed corrective action / improvement action by company.</b>	
<b>Timeline for conformance: -</b>	
<b>Review of corrective /improvement action: -</b>	
Assessors signature:	
Date:	



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<b>3.4 Issues raised during stakeholder consultation and company responses.</b> (The subjects raised and responses by the company will be reviewed at the first annual surveillance assessment).		
<b>Subject raised</b>	<b>Company response and proposed action to be taken.</b>	<b>Assessment team findings</b>
Stakeholder commented that company does not pay attention on the mill emission and pollution to the surrounding villages.	Mill has regular monitoring records which show that all the emission is within the government regulatory standard and report is sent to Ministry of Environment. As a positive approach, the company will arrange to check the air quality in the village to verify and identify the pollution level if any as claimed and mitigate accordingly. Will process the feedback based on the environment grievance procedure.	Documentation review and inspection revealed that all the data and result on the emission level is within the standard. During the stakeholder meeting, the representative from the environment department confirmed that the results are valid and they are monitoring regularly. Management's pro active action is very positive approach. No further action required.
Company is not reporting the presence of their new workers from outside. Administration problem when company receive new workers. To receive the salary worker must use identification card (KTP – Kartu Penduduk). The worker then asking KTP (identification card) from the surrounding village head. The village head unable to give without proper identification documentation (surat pindah/surat keterangan). The village head ask company to inform on their new worker arrival.	In the future every time the company recruit new worker, the company will report to the village head.	No further action required.
Surrounding community expect Company's contribution to health, medical and education of the surrounding villages.	The company already contributing to the village in the form of cash. The company already collecting data on what is needed by the schools to implement the program in a systematic order. Proposal will be forwarded to the CSR department at the corporate level to help on medical.	Positive response from the management. No further action required.
Smallholders asked whether the company able to help the surrounding community to certify their land.	For plasma and KKPA smallholders the company already have the action plan to bring them into the certification within three years. For those outside plasma and KKPA, the company do not have any jurisdiction because the land and operation is fully taken care by the owners.	Time bound plan has been received and verified. The plasma and KKPA scheme has been included. No further action required.
Stakeholder suggested that the company should consider "green belt" concept surrounding the estate and nearby village.	Company representative who is in charge of public relation will discuss the concept with the related local authorities to plan this concept.	No further action required.
It is very difficult to get EFB and POME as soil nutrient for plasma.	POME is utilized as land application and the application to the land need certain requirements and control beside the location need to be closer to the mill. All the plasma are located away from the applicable distance.	No further action required.



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	The company already supplying EFB to plasma in a rotation to ensure all the farmers receive their allocation of EFB. The company will explain the delivery schedule through meeting.	
Security guards requested shoes because they are representing the company and prevailing the image.	The company is already supplying a pair of shoe every year beside uniform.	No further action required.
Stakeholder highlighted that there is "compulsory deduction" when the FFB is sent to the mill although all the unripe bunches and debris is returned to them.	Management explained that there is no "compulsory deduction" as highlighted. It the practise in place that unripe bunches, water and debris returned to the farmers and deduction is made. The plasma manager confirms the farmers understand very well on this process. This has been already explained.	No further action required.

### 3.5 Formal sign off of assessment findings.

#### 3.5.1 Acknowledgement of internal responsibility by the client.

**I the undersigned, being the legal representative of the inspected company, agree with the contents of this report and accept the liability in execution of the instructions given in the report.**

Comments: -

Name:	LOUETTE MARC
Position:	MANAGING DIRECTOR
Signature:	
Date:	09.07.2010



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### List of Abbreviations

AMDAL	Analisis Mengenai DAmpek Lingkungan (Analysis on Environmental Impact)
BOD	Biological Oxygen Demand
BPN	Badan Pertanahan Nasional (National Land Body)
BRC	British Retail Consortium
BSS	PT. Berkas Sawit Sejati
CHRA	Chemical Health Risk Assessment
CoC	Chain of Custody
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
CU	Control Union
CUC	Control Union Certification
DPPL	Dokumen Pengelolaan dan Pemantauan Lingkungan (Environmental Management and Observation Document)
EFB	Empty Fruit Bunch
EMS	Environmental Management System
EUREPGAP	Euro-Retailer Produce Good Agricultural Practices
EU	European Union
FFB	Fresh Fruit Bunch
FSC	Forest Stewardship Council
FSC FM	Forest Stewardship Council Forest Management
GGL	Green Gold Label
GMP	Good Manufacturing Practice
GTP	Good Trading Practice
GOTS	Global Organic Textile Standard
GPS	Global Positioning System
HACCP	Hazard Analysis and Critical Control Point
HCV	High Conservation Value
HCVF	High Conservation Value Forest
HGU	Hak Guna Usaha (Land Right)
IPM	Integrated Pest Management
IUP	Land use permit (Ijin Usaha Perkebunan)
Jamsostek	Jaminan Sosial Tenaga Kerja (Social Insurance for Employees)
KKPA	Oil Palm Smallholder Cooperative
MOU	Memorandum of Understanding
MSDS	Material Safety Data Sheet
MT	Metric tonne
NC	Non Conformity
OE	Organic Exchange
OER	Oil Extraction Rate
OPRS	Oil Palm Research Station
OSH	Occupational Safety and Health
OSHAS	Occupational Safety and Health Assessment Scheme
P&C	Principle and Criteria
PEFC	Programme for the Endorsement of Forest Certification
PK	Palm Kernel
PKB	Perjanjian Kerja Bersama (Collective Agreement)
PKS	Pabrik Kelapa Sawit (Palm Oil Mill)
POD	Policy Document
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
PT	Perseroan Terbatas (Limited Company)
PT IIS	PT Inti Indosawit Subur
R&D	Research and Development
RKL	Rencana Pengelolaan Lingkungan Hidup (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan Hidup (Environmental Monitoring Plan)
RSPO	Roundtable on Sustainable Palm Oil
RSPO NI	Roundtable on Sustainable Palm Oil National Interpretation
SA8000	Social Accountability 8000
SIA	Social Impact Assessment
SOP	Standard Operating Procedure



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Sp	Plasma Smallholder Scheme
UKL	Upaya Pengelolaan Lingkungan Hidup (Environmental Management Effort)
UPL	Upaya Pemantauan Lingkungan Hidup (Environmental Monitoring Effort)
WHO	World Health Organizations