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## **Roundtable on Sustainable Palm Oil**

Annual 4th Surveillance Public Summary Report

Report no.: ASA4\_16029

Surveillance assessment against  
RSPO Principles & Criteria (Generic) year 2013, RSPO INA-NI year 2016  
and RSPO SCCS year 2014

**Name of client**

**Wilmar International Limited  
PT Buluh Cawang Plantation**

**Head Office :**

Multivision Tower 12<sup>th</sup> floor, Jl. Kuningan Mulia Kav.9B, Guntur, Setiabudi Village, Kuningan Sub District,  
South Jakarta District, DKI Jakarta Province, Indonesia

**Representative Office :**

Jl. Mayor Zen No. 89 Kecamatan Kalidoni, Palembang  
Sumatera Selatan, Province, Indonesia

**Date of assessment: June 12 – 15, 2017**

Report prepared by:

**Wahyu  
(RSPO Lead Auditor)**

Certification decision by:

Abdul Qohar  
**(Director of TUV Rheinland Indonesia)**

**Certification Body:**

PT TUV Rheinland Indonesia  
Menara Karya, 10<sup>th</sup> Floor  
Jl. H.R. Rasuna Said Block X-5 Kav.1-2  
Jakarta 12950, Indonesia  
Tel: +62 21 57944579  
Fax: +62 21 57944575  
[www.tuv.com/id](http://www.tuv.com/id)

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## 1.0 SCOPE OF ANNUAL SURVEILLANCE ASSESSMENT

### 1.1 National Interpretation Used

The operations of the palm oil mill(s) and its supply base of FFB were assessed against RSPO P&C year 2013, Indonesian Nasional Interpretation (INA-NI) year 2016 and RSPO Supply Chain year 2014. Selected Supply Chain Model according to company's FFB supply base is Mass Balance (MB)

### 1.2 Type of Assessment

The 4<sup>th</sup> surveillance assessment was carried out on 1 (one) mill and 3(estate) estates under PT Buluh Cawang Plantation and 1 estate under PT Tania Selatan owned by Wilmar International Limited.

### 1.3 Location and Maps

**Table 1: GPS locations for all estates and mills included in certification assessment**

| Name of mill / estate             | Location  | GPS locations   |                   |
|-----------------------------------|---|-----------------|-------------------|
|                                   |   | Latitude        | Longitude         |
| <b>PT Buluh Cabang Plantation</b> |   |                 |                   |
| Dabuk Rejo Mill                   | Jalan Lintas Timur Km. 170, Desa Dabuk Rejo, Kecamatan Lempuing, Kabupaten OKI, Provinsi Sumatera Selatan | S 3°56' 55.068" | E 104°57'26.532"  |
| Bumi Arjo Estate                  | Desa Bumi Arjo, Kecamatan Lempuing Kabupaten OKI, Provinsi Sumatera Selatan                               | S 3°51' 10.570" | E104°58' 00.832"  |
| Dabuk Rejo Estate                 | Desa Dabuk Rejo, Kecamatan Lempuing, Kabupaten OKI, Provinsi Sumatera Selatan                             | S 3°58' 10.570" | E104°57' 19.483"  |
| Suka Mulya Estate                 | Desa Sukamulya, Kecamatan Lempuing, Kabupaten OKI, Provinsi Sumatera Selatan                              | S 3°55' 11.769" | E 104°58' 59.119" |
| <b>PT Tania Selatan</b>           |   |                 |                   |
| Bambu Kuning Estate               | Desa Cipta Sari, Kecamatan Mesuji Raya, Kabupaten OKI, Provinsi Sumatera Selatan                          | S 3°43' 01.3"   | E 105°01' 15.1"   |

Figure 1: Location Map of PT Buluh Cawang Plantations

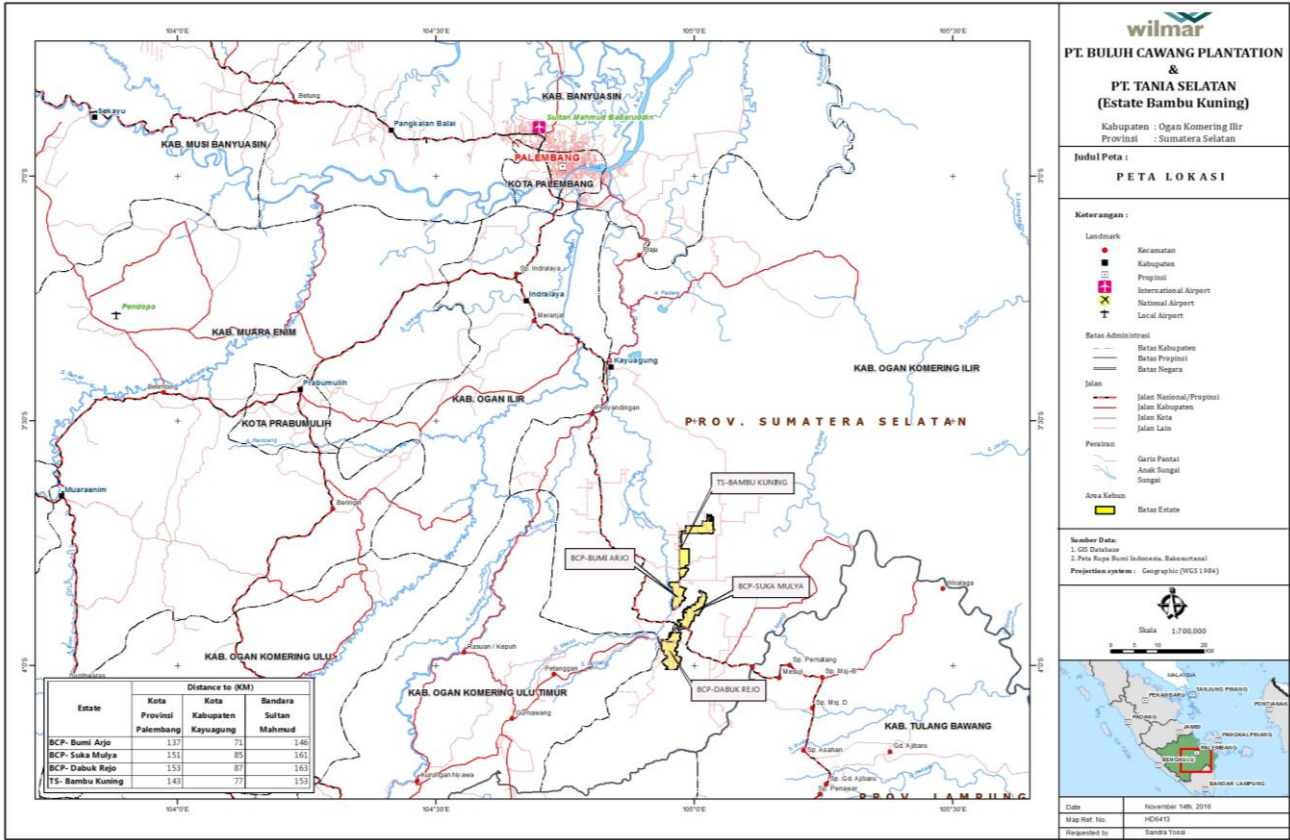
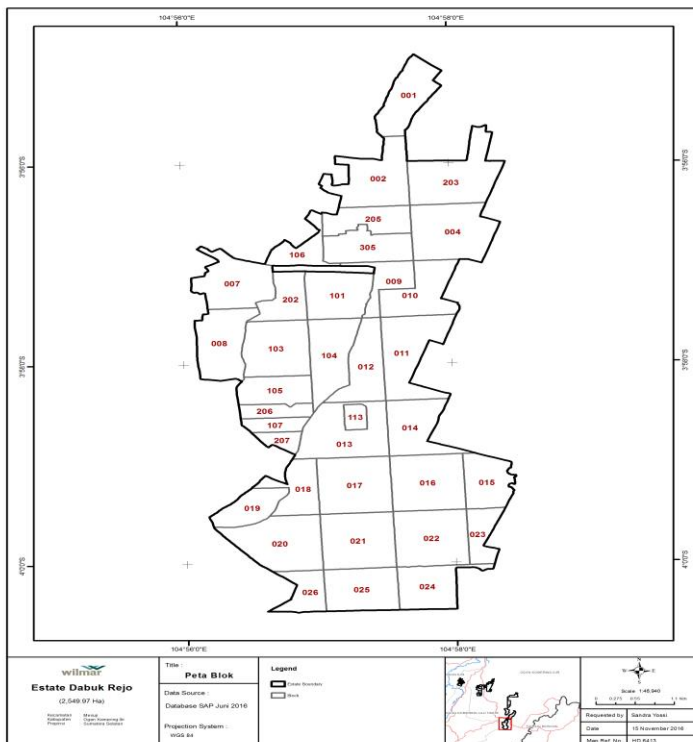
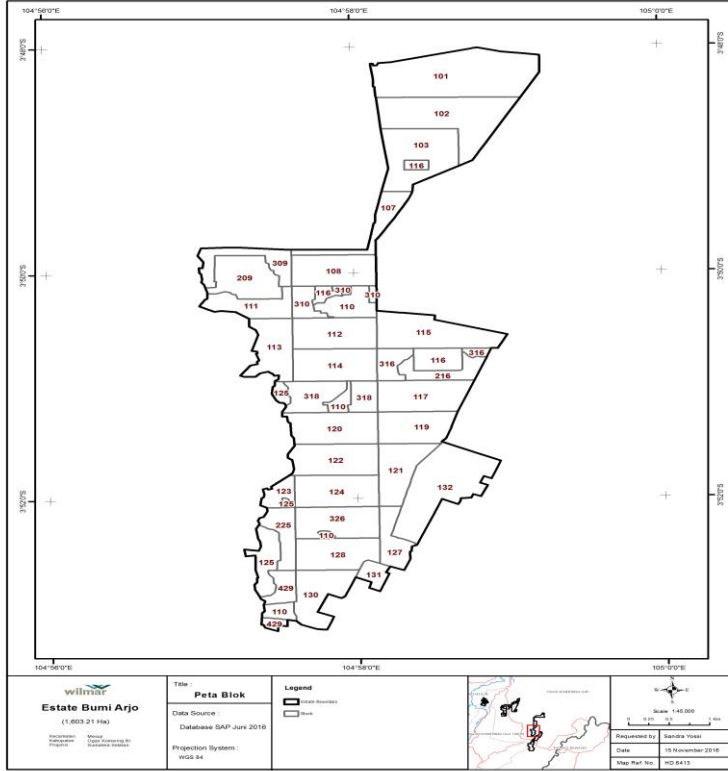


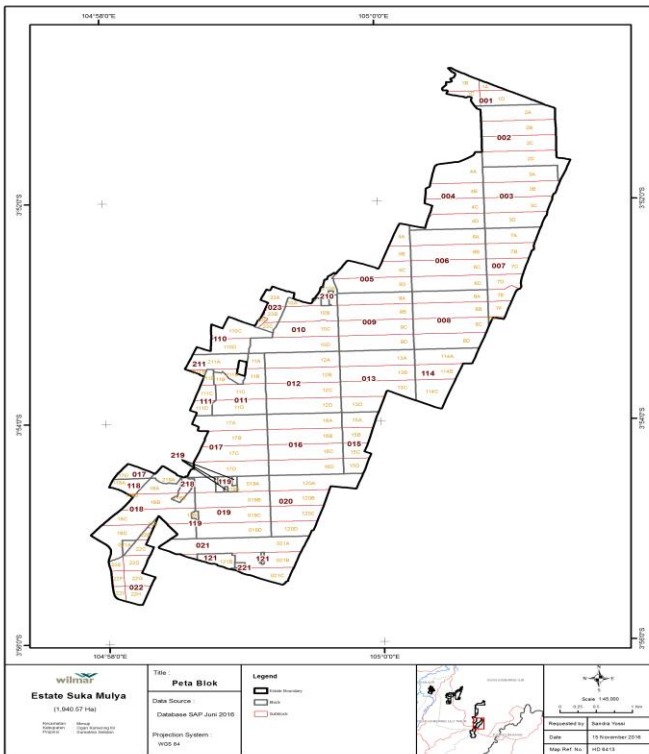
Figure 2. Land use map Dabuk Rejo Estate.



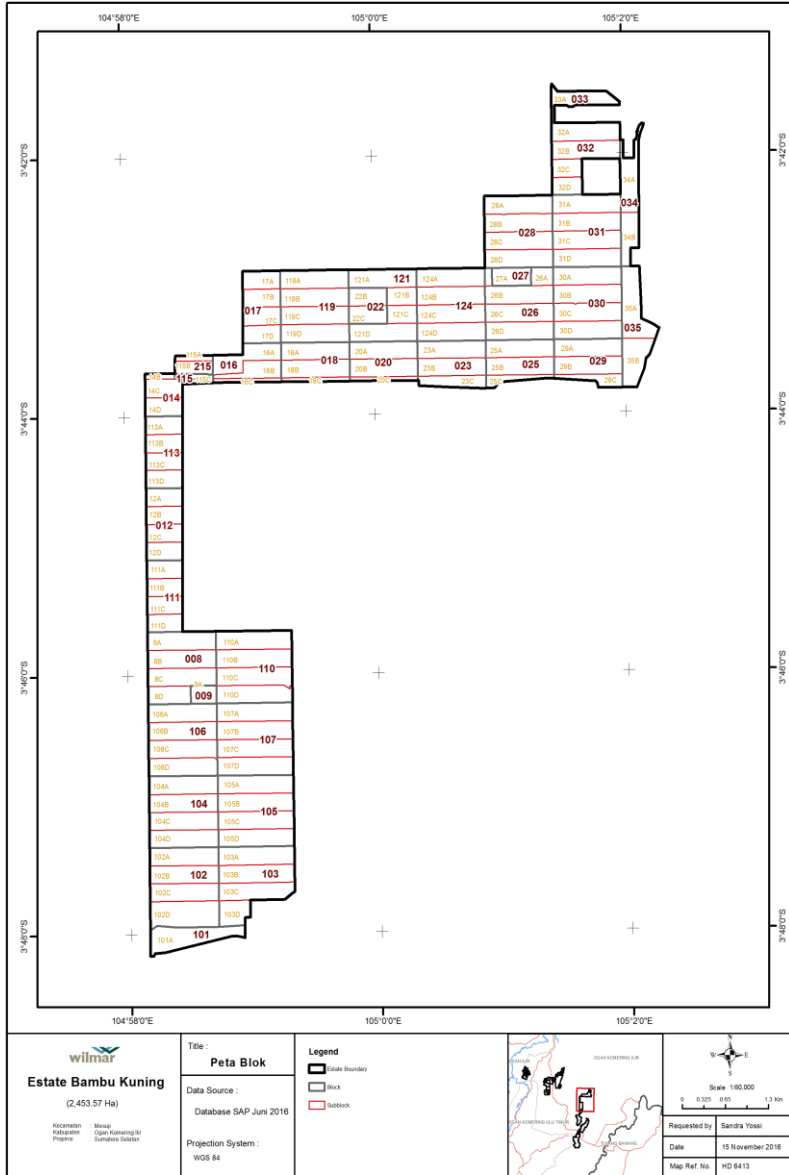
**Figure 3. Land use map Bumi Arjo Estate**



**Figure 4. Land use map Suka Mulya Estate**



**Figure 5. Land use map Bambu Kuning Estate**



1.4 Description of Supply Base

Table 2: FFB Supply Information for PT Buluh Cawang Plantation Mill (POM), year 2016 and year 2017

| FFB Contributors                       | FFB supplied<br>Year 2016* |               | FFB supplied<br>Year 2017** |               |
|--|----------------------------|---------------|-----------------------------|---------------|
|  | Tonnes                     | %             | Tonnes                      | %             |
| <b>PT Buluh Cawang Plantation Mill</b> |                            |               |                             |               |
| <b>Certified sources:</b>              |                            |               |                             |               |
| Company's owned estate:                |                            |               |                             |               |
| Bumi Arjo Estate                       | 9,247.561                  | 4.78          | 4,053.330                   | 6.23          |
| Dabuk Rejo Estate                      | 41,864.640                 | 21.64         | 10,774.920                  | 16.55         |
| Sukamulya Estate                       | 29,303.900                 | 15.15         | 12,303.600                  | 18.90         |
| Bambu Kuning Estate                    | 17,308.700                 | 8.95          | 5,837.110                   | 8.96          |
| <b>Sub Total</b>                       | <b>97,724.801</b>          | <b>50.10</b>  | <b>32,968.960</b>           | <b>50.63</b>  |
| <b>Non Certified Sources:</b>          |                            |               |                             |               |
| Smallholder associate                  | 44,136.869                 | 22.63         | 16,672.753                  | 25.61         |
| <b>Sub Total</b>                       | <b>44,136.869</b>          | <b>22.63</b>  | <b>16,672.753</b>           | <b>25.61</b>  |
| Others                                 | 53,214.403                 | 27.27         | 15,469.138                  | 23.76         |
| <b>Sub Total</b>                       | <b>53,214.403</b>          | <b>27.27</b>  | <b>15,469.138</b>           | <b>23.76</b>  |
| <b>Total</b>                           | <b>195,076.073</b>         | <b>100.00</b> | <b>65,110.851</b>           | <b>100.00</b> |

Note: \* Periode January to December 2016

\*\* Periode January to May 2017

Table 3: CPO and PK production from PT Buluh Cawang Plantations in year 2016

| FFB Contributor               | FFB supplied in<br>2016<br>( Tonnes ) | OER          | CPO<br>(Tonnes)   | KER         | PK<br>(Tonnes)    |
|-------------------------------|---------------------------------------|--------------|-------------------|-------------|-------------------|
| <b>Company owned estates:</b> |                                       |              |                   |             |                   |
| Bumi Arjo Estate              | 9,247.561                             | 22.50        | 2,080.701         | 5.36        | 495.669           |
| Dabuk Rejo Estate             | 41,864.640                            | 22.50        | 9,419.544         | 5.36        | 2,243.945         |
| Sukamulya Estate              | 29,303.900                            | 22.50        | 6,593.378         | 5.36        | 1,570.689         |
| Bambu Kuning Estate           | 17,308.700                            | 22.50        | 3,894.458         | 5.36        | 927.746           |
| <b>Sub-total</b>              | <b>97,724.801</b>                     | <b>22.50</b> | <b>21,988.081</b> | <b>5.36</b> | <b>5,238.049</b>  |
| <b>Smallholder associate</b>  | <b>44,136.869</b>                     | <b>21.00</b> | <b>9,268.742</b>  | <b>5.36</b> | <b>2,365.736</b>  |
| <b>Sub total Smallholder</b>  | <b>44,136.869</b>                     | <b>21.00</b> | <b>9,268.742</b>  | <b>5.36</b> | <b>2,365.736</b>  |
| <b>Others</b>                 | <b>53,214.403</b>                     | <b>19.60</b> | <b>10,430.023</b> | <b>5.36</b> | <b>2,852.292</b>  |
| <b>GRAND TOTAL</b>            | <b>195,076.073</b>                    | <b>21.37</b> | <b>41,686.846</b> | <b>5.36</b> | <b>10,456.078</b> |

Table 4: CPO and PK production from period 2016 and projected for year 2017 (Dabuk Rejo Mill)

| FFB supplied in 2016 (Tonnes)                                    | OER   | CPO (Tonnes) | KER  | PK (Tonnes) |
|--|-------|--------------|------|-------------|
| 195,076.073  | 21.37 | 41,686.846   | 5.36 | 10,456.078  |
| Projection FFB supplied in 2017 (Tonnes)                         | OER   | CPO (Tonnes) | KER  | PK (Tonnes) |
| 199,600.000  | 21.30 | 42,514.800   | 5.36 | 10,698.560  |
| Projection FFB supplied in 2017 (Tonnes) – from certified Estate | OER   | CPO (Tonnes) | KER  | PK (Tonnes) |
| 76,000.000   | 22.50 | 17,100.000   | 5.36 | 4,073.600   |

#### 1.5 Dates of Plantings and Replanting Cycles

The company follows a replanting cycle of 25 years. Information on the dates of plantings is as per the table below.

Table 5: Age and year of plantings of company estate supplying to PT Buluh Cawang Plantation Mill year 2016 as per planted year (June)

| Age & Year of Plantings | Oil palm planted area at each estate(ha) |                 |                 |                  |
|-------------------------|--|-----------------|-----------------|------------------|
|                         | Bumi Arjo Est.                           | Dabuk Rejo Est. | Sukamulya Est.  | Bambu Kuning Est |
| 0 - < 4 (2013 – 2016)   | 578.91                                   | 728.56          | 590.07          | 1,602.22         |
| >4 – 14 ( 2002 – 2012)  | 854.84                                   | 409.25          | 38.85           | 0                |
| >14 – 25 (1991 – 2001)  | 96.42                                    | 1,267.53        | 1,218.78        | 698.75           |
| <b>TOTAL</b>            | <b>1,530.17</b>                          | <b>2,405.34</b> | <b>1,847.70</b> | <b>2,300.97</b>  |

Table 6: Planned and actual oil palm replanting activities for PT Buluh Cawang Plantation

| Year | Total planned replanting area (ha) | Total planned replanting area for each estate (ha) |            |            |              | Actual total area replanted (ha) |
|------|------------------------------------|--|------------|------------|--------------|----------------------------------|
|      |                                    | Bumi Arjo  | Dabuk Rejo | Suka mulya | Bambu Kuning |                                  |
| 2009 | -                                  | -  | 0          | -          | -            | -                                |
| 2010 | -                                  | -  | 0          | -          | -            | -                                |
| 2011 | -                                  | -  | 0          | -          | -            | -                                |
| 2012 | -                                  | -  | 0          | -          | -            | -                                |
| 2013 | 274.24                             | -  | 0          | -          | 274.24       | 274.24                           |
| 2014 | 471.14                             | -  | 0          | -          | 471.14       | 471.14                           |
| 2015 | 534.09                             | -  | 192.89     | -          | 341.20       | 534.09                           |
| 2016 | 1081.11                            | -  | 262.21     | 303.26     | 515.64       | 1,081,11                         |
| 2017 | 1136.9                             | -  | 582.85     | 554.05     | -            | 1,136.90                         |



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

**Table 7: Oil Palm Planted Area Summary, FFB Production and Average yield / ha for PT Buluh Cawang Plantations year of 2016**

| Estate Name  | Total area (ha) | Oil Palm Planted area (ha) | Mature (Production) area (ha) | Immature (Non-production) area (ha) | FFB Production* (tonnes) | Average yield/ ha |
|--------------|-----------------|----------------------------|-------------------------------|-------------------------------------|--------------------------|-------------------|
| Bumi Arjo    | 1,603.21        | 1530.17                    | 951.26                        | 578.91                              | 9,247.56                 | 9.72              |
| Dabuk Rejo   | 2,549.97        | 2,422.01                   | 1,961.11                      | 460.9                               | 41,864.64                | 21.35             |
| Sukamulya    | 1,940.57        | 1,864.76                   | 1,573.02                      | 291.74                              | 29,303.90                | 18.63             |
| Bambu Kuning | 2,453.57        | 2,300.97                   | 972.99                        | 1,327.98                            | 17,308.70                | 17.79             |
| <b>TOTAL</b> | <b>8,547.32</b> | <b>8,117.91</b>            | <b>5,458.38</b>               | <b>2,659.53</b>                     | <b>97,724.80</b>         | <b>17.90</b>      |

**Table 8: Land use data for PT Buluh Cawang Plantations**

| Estate Name  | Total area (ha) | Rubber Planted Area (ha) | Oil Palm Planted Area (ha) | HCV/ Potential HCV areas* (ha) | Land used for other purposes (ha) |              |                |              |
|--------------|-----------------|--------------------------|----------------------------|--------------------------------|-----------------------------------|--------------|----------------|--------------|
|              |                 |                          |                            |                                | Road, Housing, POM & Drainage     | Nursery      | Unplanted Area | Other Land   |
| Bumi Arjo    | 1,603.21        | 0                        | 1,530.17                   | 1.95                           | 0                                 | 9.12         | 61.97          | 0            |
| Dabuk Rejo   | 2,549.97        | 0                        | 2,405.34                   | 36.05                          | 100.20                            | 6.87         | 1.51           | 0            |
| Sukamulya    | 1,940.57        | 0                        | 1,797.87                   | 28.12                          | 64.75                             | 0            | 0              | 49.83        |
| Bambu Kuning | 2,453.57        | 0                        | 2,300.97                   | 40.94                          | 75.31                             | 8.83         | 1.67           | 25.85        |
| <b>TOTAL</b> | <b>8,547.32</b> | <b>0</b>                 | <b>8,034.35</b>            | <b>107.06</b>                  | <b>240.26</b>                     | <b>24.82</b> | <b>65.15</b>   | <b>75.68</b> |

**1.7 Organizational Information / Contact Person**

Table 9: Contacts details of the company are as follows

|                            |   |
|----------------------------|---|
| <b>Company Name:</b>       | <b>PT Buluh Cawang Plantation</b>   |
| <b>RSPO Membership no.</b> | 2-0017-05-000-00 on behalf Wilmar International Limited   |
| <b>Address:</b>            | Jalan Lintas Timur Km. 170, Desa Dabuk Rejo, Kecamatan Lempuing, Kabupaten OKI, Provinsi Sumatera Selatan |
| <b>Contact Person:</b>     | Simon Siburat GM Group Sustainability   |
| <b>Telephone:</b>          | +6565070513   |
| <b>Email:</b>              | Simon Siburat <simon.siburat@my.wilmar-intl.com>  |

**1.8 Time Bound Plan for Other Management Units**

The time frame laid out below is considered to be both challenging and realistic.

Table 10: Time Bound Plan for Other Management Units

**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Name of Holding                 | Location              | Time bound plan for certification | Status                                    |
|---------------------------------|-----------------------|-----------------------------------|---|
| <b>Indonesia</b>                |                       |                                   |   |
| PT Milano (Pinang Awan)         | North Sumatra         | 2009                              | Certified                                 |
| PT Mustika Sembuluh I           | Central Kalimantan    | 2009                              | Certified                                 |
| PT Kencana Sawit Indonesia      | West Sumatra.         | 2010                              | Certified                                 |
| PT Kerry Sawit Indonesia I      | Central Kalimantan    | 2010                              | Certified                                 |
| PT Tania Selatan                | South Sumatra         | 2010                              | Certified                                 |
| PT AMP Plantation               | West Sumatra          | 2011                              | Certified                                 |
| PT Agro Nusa Investama (Sambas) | West Kalimantan       | 2012                              | Certified                                 |
| PT Buluh Cawang Plantations 1   | South Sumatra         | 2012                              | Certified                                 |
| PT Bumi Sawit Kencana           | Central Kalimantan    | 2012                              | Certified                                 |
| PT Gersindo Minang Plantations  | West Sumatra          | 2012                              | Certified                                 |
| PT Sarana Titian Permata        | Central Kalimantan    | 2012                              | Certified                                 |
| PT Daya Labuhan Indah-2         | North Sumatra         | 2013                              | Certified                                 |
| PT Mustika Sembuluh 2           | Central Kalimantan    | 2014                              | Certified                                 |
| PT Mentaya Sawit Mas            | Central Kalimantan    | 2014                              | Certified                                 |
| PT Kerry Sawit Indonesia II     | Central Kalimantan    | 2014                              | Certified                                 |
| PT Agro Palindo Sakti 1         | South Sumatra         | 2014                              | Certification Drawn                       |
| PT Musi Banyuasin Indah         | South Sumatra         | 2014                              | Certification Failed                      |
| PT Murini Sam Sam               | Riau                  | 2014                              | Certified                                 |
| PT Sinarsiak Dianpermai         | Riau                  | 2014                              | Gap Assesment on 19/09/2014               |
| PT Karunia Kencana Permaisejati | Central Kalimantan    | 2016                              | Full Assessment on 09/04/2015             |
| PT Rimba Harapan Sakti          | Central Kalimantan    | 2016                              | Certified                                 |
| PT. Bumi Pratama Khatulistiwa   | West Kalimantan       | 2016                              | Full Assessment 26/09/2016                |
| PT Agro Nusa Investama (Landak) | West Kalimantan       | 2016                              | Planned                                   |
| PT Agro Palindo Sakti 2         | West Kalimantan       | 2016                              | Planned                                   |
| PT Buluh Cawang Plantation      | West Kalimantan       | 2015                              | Certified                                 |
| PT Agrindo Indah Persada 2      | Bangko – Jambi        | 2016                              | <b>Planned</b>                            |
| PT. Putra Indotropical          | West Kalimantan       | 2016                              | <b>Planned</b>                            |
| PT. Pratama Prosentindo         | West Kalimantan       | 2016                              | <b>Planned</b>                            |
| PT. Indoresin Putra Mandiri     | West Kalimantan       | 2016                              | Planned                                   |
| PT Asiatic Persada              | Jambi                 | 2013                              | Not classified, company sold              |
| PT Citra Riau Sarana 1          | Riau                  | 2014                              | Not classified, shares are being divested |
| PT Citra Riau Sarana (ML) 3     | Riau                  | 2014                              | Not classified, shares are being divested |
| PT Citra Riau Sarana 2          | Riau                  | 2014                              | Not classified, shares are being divested |
| <b>Malaysia</b>                 |                       |                                   |   |
| Sapi Palm Oil Mill              | Labuk, Sandakan Sabah | Certified                         |   |
| Reka Halus Palm Oil Mill        | Labuk, Sandakan Sabah | Certified                         |   |

| Name of Holding           | Location                 | Time bound plan for certification | Status |
|---------------------------|--------------------------|-----------------------------------|--------|
| Sabahmas Palm Oil Mill    | Lahad Datu, Sabah        | Certified                         |        |
| Saremas 1 Palm Oil Mill   | Miri, Sarawak            | Certified                         |        |
| Saremas 2 Palm Oil Mill   | Miri, Sarawak            | Certified                         |        |
| Terusan Palm Oil Mill     | Labuk, Sandakan Sabah    | Certified                         |        |
| Ribubonus Palm Oil Mill   | Telupid, Sandakan, Sabah | Certified                         |        |
| Sri Kamusan Palm Oil Mill | Sugut, Sandakan Sabah    | Certified                         |        |

### 1.9 Compliance to Rules for Partial Certification

Compliance of the uncertified management units of Wilmar Plantation Limited against the rules for partial certification according to RSPO Certification System clause 4.2.4 was assessed through document check for all company's self assessment report for uncertified units. A summary of findings is as stated below.

| Partial Certification Requirements  | Audit Findings   | Status (Comply/ Not comply) |
|---|--|-----------------------------|
| (a) The parent organization or one of its majority owned and / or managed subsidiaries is a member of RSPO.   | PT Buluh Cawang Plantation is subsidiary of Wilmar International Indonesia is RSPO member with membership number <b>2-0017-05-000-00</b> .   | Comply                      |
| (b-d) A challenging time-bound plan for certifying all its relevant entities is submitted to the Certification Body (CB) during the first certification audit. The time-bound plan should contain a list of subsidiaries, estates and mills.<br><br>Any revision to the time-bound plan or to the circumstances of the company shall cause the plan to 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 | See the above table 10, some changes on company's time bound plan due to several reason explained above.   | Comply                      |
| (e) 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   | There are some newly developed plantation areas under Wilmar International such as in Jambi province, West Kalimantan province Indonesia and Nigeria as explained on the table 11 below. Some areas have undergone the New Planting Procedure (NPP) and been approved while some areas are still undergoing the NPP, as shown in Table 11 below  | Comply                      |
| (f) 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.  | PT Asiatic Persada, which was previously a subsidiary of Wilmar had a significant land conflict issue but has been sold to other plantation company and is now no longer a subsidiary of Wilmar Plantation.<br><br>Wilmar International carried out the New Planting Procedure for BIASE Plantation Limited (Ibiae estate) in Nigeria with an announcement made on the RSPO website on 9 | Comply                      |

| Partial Certification Requirements   | Audit Findings  | Status (Comply/ Not comply) |
|--|---|-----------------------------|
|  | <p>November 2012. During this NPP process, a complaint was submitted by the Rainforest Resource &amp; Development Centre (RRDC) on behalf of the Ibiae Land Lord Community. The complaint covered infringements to several aspects of Principle 1 and Principle 2 of the RSPO P&amp;C. The case was taken up and investigated by the RSPO Complaints Panel, with decision made for RSPO to a lawyer well acquainted with Nigerian laws to review and give an authoritative opinion on whether the company had complied with the legal requirements of Nigeria. The legal opinion was received by the RSPO on 27 August 2014, and based on this opinion, the RSPO confirmed that BIASE Plantations was in compliance with legal requirements and closed the case. However, the result was not accepted by RRDC as well as the NGO, Friends of the Earth and the issue remains ongoing with no resolution. As the company has complied with requirements to attempt to resolve the dispute through the RSPO grievance procedure, this is noted by the TUV Rheinland audit team as an observation and progress of the case will be monitored.</p> <p>Further details on this case is available here: <a href="http://www.rspo.org/members/complaints/status-of-complaints/view/26">http://www.rspo.org/members/complaints/status-of-complaints/view/26</a></p> <p>There is also on ongoing land dispute at PT Gersindo Minang Plantation (GMP), West Sumatra under Wilmar, which has been ongoing since year 1997 with the village of Jaorang Rantau. This company has been RSPO certified by another certification body that is monitoring the status of the dispute with the RSPO.</p> |                             |
| (g) Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.                    | A previously ongoing labour conflict in Tania Selatan regarding employee bonus was temporarily resolved, however based on new information received from the Manpower and Transmigration Department, the dispute is still ongoing. The dispute is still being managed according to the company's conflict resolution mechanism with status being monitored during annual surveillance audit by TUV Rheinland.  | Comply                      |
| (h) Legal non-compliance, if any, are being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2. | Some of Wilmar's other management units have not complied with certain legal requirements, for example in PT Sarana Titian Permai, PT , PT Mustika Sembuluh estate under another Wilmar International management unit, there is an issue with the land area stated in the land use right certificate (HGU). However, the company is taking action by in-  | Comply                      |

| Partial Certification Requirements | Audit Findings  | Status (Comply/ Not comply) |
|------------------------------------|---|-----------------------------|
|                                    | <p>visiting the National Land Agency (BPN) to re-measure the land and resolve the issue. The process is still ongoing.</p> <p>In addition, there were non-compliances raised in June 2015 by the Environmental Department of Agam against PT AMP Plantation, another subsidiary of Wilmar. The non-compliances raised were that:</p> <ul style="list-style-type: none"> <li>- The company continued to carry out land application after their license for land application had expired on 14 March 2014</li> <li>- The company was carrying out POME treatment using an adsorption system which had not been studied or approved as per the company's environmental management document</li> <li>- There was no follow up by the company's management on the results of the evaluation by the Agam district on PT AMP mill's wastewater treatment facility in 2013</li> <li>- Complaint regarding wastewater discharged from the mill was found to have exceeded the legal limits for BOD and COD. It is alleged that PT Bumi Pratama Khatulistiwa, has polluted the Malaya river by disposing empty fruit bunches that caused flood every rainy season. The company also does not provide any CSR program to the community of Malaya Village. The process has been discussed into Complaint panel.</li> <li>- At time of this audit, the company was still making efforts to close these legal non-compliances.</li> </ul> |                             |

**1.10 Compliance to other RSPO Procedure**

**Table 11: New Development Area under Wilmar International**

| Name of Holding                      | Location                | Total area | NPP Status according to RSPO NPP procedure    |
|--------------------------------------|-------------------------|------------|---|
| PT Agro Indah Persada                | Merangin. Jambi         | 1,200 ha   | Approved                                      |
| PT Agro Nusa Investama Sambas        | Sambas, West Kalimantan | 1,024 ha   | Approved                                      |
| Biase Plantations (Ibiae Estate)     | Calabar, Nigeria        | 5,594 ha   | Approved                                      |
| Biase Plantations (Calaro Extension) | Calabar, Nigeria        | 3,066 ha   | NPP completed. Mill construction yet to start |

| Name of Holding                  | Location         | Total area | NPP Status according to RSPO NPP procedure |
|----------------------------------|------------------|------------|--|
| Eiyup Industry (Oban Estate)     | Calabar, Nigeria | 2,986 ha   | NPP not started yet.                       |
| Biase Plantations (Biase estate) | Calabar, Nigeria | 8,029 ha   | Overlapping boundaries                     |

### 1.11 Compliance to RSPO Guidance on GHG calculation

During the audit, the audit team verify and confirm that:

|   |  |
|---|--|
| <b>The RSPO Palm GHG Calculator used</b>                            | Version 3.01   |
| <b>Accurate data has been put into the RSPO Palm GHG Calculator</b> | Scope of PalmGHG calculation i.e.: BCP Oil Mill, Dabuk Rejo Estate, Suka Mulya Estate, Bumi Arjo Estate and Bambu Kuning Estate for periods January to December 2016.<br>All of GHG emission sources was identified and put into RSPO PalmGHG Calculator version 3.01. |
| <b>Net GHG Emission Figure (tCO<sub>2</sub>e/t CPO)</b>             | 1.90 tCO <sub>2</sub> e/tCPO   |

### 1.12. Plan for certification of associated smallholders

As seen from data in Table 3, the Buluh Cawang Plantation mill receives 49.48 % supply of FFB from smallholders, of which 3 (three) of these are smallholders associated (Cooperative of Dwi Tunggal, Cooperative of Tani Mandiri and Cooperative of Maju Jaya) with the mill. However, the mill has not developed a plan for certification of associated smallholders.

### 1.13 Approximate Tonnages Certified

The approximate tonnages certified, based on projection of the volume of FFB production from company owned estate only (Buluh Cawang Plantation) year 2017, where certified FFB supplied to Buluh Cawang Plantation Mill (POM) amount **76,000.000 tonnes** (Bumi Arjo estate : 18,500.000 tonnes, Dabuk Rejo estate : 26,100.000 tonnes, Sukamulya estate : 18,500.000 tonnes and Bambu Kuning estate : 12,900.000 tonnes) with projection of extraction rate year 2017 are 22.50 % of OER and 5.36 % of KER. So, approximate tonnage of certified products are as follows:

- Crude Palm Oil (CPO) : 17,100.000 MT
- Palm Kernel (PK) : 4,073.600 MT

### 1.14 Recommendation for Certification

The audit team has confirmed through the audit process that PT Buluh Cawang Plantation has established and maintains an effective system to ensure compliance with the RSPO P & C year 2013 and and Supply Chain Certification System requirements (November 2014)

TUV Rheinland recommends that PT Buluh Cawang Plantation Palm Oil Mill and estate be continuing approved for certification of compliance to the RSPO P & C and Supply Chain Certification System re-quirements.

### 1.15 Date of Certificate Issued and Scope of Certificate

The scope of the certificate covers production of palm oil from PT Buluh Cawang Plantations and its supply base, which includes Bumi Arjo Estate, Dabuk Rejo Estate, Sukamulya Estate, and Bambu Kuning Estate. The date of certificate issued is 20<sup>th</sup> September 2017. Further details of the certificate are as per Appendix 1.

### 1.16 Other Achievements and Certifications Held

**Table 9: Details of other certifications or awards held by PT Buluh Cawang Plantations**

| Name of mill / estate | Certification Standard / Award achieved | Certification Body / Awarder | Date Achieved |
|-----------------------|---|------------------------------|---------------|
| -                     | -                                       | -                            | -             |

## 2.0 ASSESSMENT PROCESS

### 2.1 Certification Body

PT TUV Rheinland Indonesia is member of Group TÜV Rheinland Group, a global leader in independent testing and assessment services. The TÜV Rheinland Group was established in 1872 with offices located in over 490 locations in 62 countries on all five continents. PT TUV Rheinland Indonesia offers certification for a wide range of management systems according to established international standards including ISO 9001, ISO 14001, OHSAS 18001, SA 8000, as well as CDM Validations and Verifications. PT TUV Rheinland Indonesia's office is located in Jakarta, Indonesia.

### 2.2 Qualifications of Lead Assessor and Assessment Team

| Name   | Position | Qualifications / Experience  |
|--------|----------|--|
| Wahyu  | Auditor  | <p><b>Education:</b> Bachelor degree of Mechanical Engineering - University of Indonesia and Magister of Manufacturing - Pancasila University</p> <p><b>Trainings attended:</b> ISO 9001 and ISO 14001 IRCA Lead Auditor Training, Training of ISO 28000, TOT of Maritime Security, ISO 22000, and OHSAS 18001, SVLK Lead Auditor Training, COC – LEI Lead Auditor Training, VLO &amp; RIL Training, ISPO Lead Auditor Training, and RSPO Lead Auditor Training.</p> <p><b>Working experience:</b> Around 8 (eight) years as technician and engineer at manufacturing industries, 3 (three) years as QHSE Head at independent surveyor and inspection services company, 3 (three) years as QHSE Consultant, and 6 (six) years as auditor of ISO 9001, ISO 14001, OHSAS 18001, SVLK, COC – LEI, SVLK for Industry, ISPO and RSPO.</p> |
| Riswan | Auditor  | <p><b>Educational:</b> Bachelor of Forestry Faculty of Forestry, Bogor Agricultural University and a Masters in Management of Natural Resources and Environment, Graduate School of the University of North Sumatra.</p> <p><b>Training attended:</b> Authors Course EIA, GIS training and advanced levels analyst, Internal Auditor Training Integration System: Quality</p>  |



|                         |         |  |
|-------------------------|---------|--|
|                         |         | <p>Management System ISO 9001: 2008, EMS ISO 14001: 2004 and OHSAS 18001: 2007, the RSPO GHG Calculation Training (PalmGHG). Technical Training Training Course of High Conservation Value (HCV), ISPO Auditor Training Batch VI.</p> <p>Working Experience: Team Leader Identification of Protected Areas and Biodiversity in several oil palm plantations (Anglo Eastern Plantation and Delima Makmur), Chairman of the mapping team detail units plantation PT PTPN III, Team Coordinator Acceleration RTRWP North Sumatra areas of GIS, Team Expert / Assessor HCV assessment in some plantation PTPN IV; PT SKM, PT.BTS (Sinar Mas), Bukit Maradja Est, Parlabian est, PT UMW and PT TUM (SIPEF Group), PT SIS and SMA (Asiatic Group), Expert in Project Integrating sectoral Programme in the district. Nias, Tim EIA preparation Electrical Transmission and Power Plant of PLN Peusangan Aceh and UKL-UPL Development Sei Ular irrigation dikes. PTPN III compensation consultant for HCV. Landscape and BMP IFACS project specialist at USAID, and the Auditor ISPO and RSPO external auditor PT TUV Rheinland Indonesia on several oil palm plantation companies.</p> |
| Harso Yuli Antena       | Auditor | <p><b>Education:</b> Bachelor of Agriculture (social and economic of agriculture) – Bogor Agriculture University.</p> <p><b>Trainings attended:</b> ISO 9001:2008 Lead Auditor training – TUV Rheinland Indonesia, Sustainable Forest Management training – Forest education and training center, ISPO training - Commission of ISPO.</p> <p><b>Working experience :</b> Social research – Indonesian Centre for Agricultural (Social Economic and Policy Studies) since 2003-2007, Social Researcher – CSR Indonesia since 2007-2010, Social Economic Expert – Mott MacDonald Indonesia since 2010-2011, Personal consultant in research and development – Colors Media Group since 2011-2013, RSPO &amp; ISPO auditor at TUV Rheinland Indonesia since 2013 - present.</p>   |
| Viknesvaran Paramasivan | Auditor | <p><b>Education:</b> B. Eng in Chemical Engineering – Universiti Teknologi Malaysia</p> <p><b>Trainings attended:</b> RSPO Lead Auditor Training – Proforest (2010), RSPO SCC Course – David Ogg &amp; Partners (2016), ISO9001:2008 Lead Auditor Training – BSI (2010), OHSAS 18001: 2007 Lead Auditor Course – Neville Clarke (2016), Safety &amp; Health Officer (SHO) Course – NIOSH (2010), ISO14001:2015 Lead Auditor Training – Neville Clarke (2017)</p> <p><b>Working experience:</b> Worked in the palm oil industry for more than 10 years in various capacities; RSPO auditor since 2010; First Grade Steam Engineer for Boiler and Unfired Pressure Vessels certified by DOSH since 2007</p>  |



### **2.3 Assessment Methodology**

The 4<sup>th</sup> surveillance assessment was conducted between June 12-15, 2017 as per the assessment program below. The assessment was carried out in accordance with PT TUV Rheinland Indonesia's RSPO audit procedure as well as the RSPO Certification Systems document. During assessment, the qualified TUV Rheinland assessors used the RSPO standard as endorsed for the country in which the assessment took place and recorded their findings.

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

All 4 (four) estates and 1 (one) mill were visited and the assessment team carried out field and document assessments of compliance to all the RSPO principles and criteria. Common systems were identified and specific evidence was recorded for individual estates. Interviews were conducted at all estates and the mill.

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

**Main Assessment Agenda.**

| Date          | Location/ Main sites            | Main activities   |
|---------------|---------------------------------|---|
| June 12, 2017 | Sukamulya Estate                | <ul style="list-style-type: none"> <li>- All auditor travelling from their homebase to site</li> <li>- Opening Meeting attended by all auditor and representative of the auditee</li> <li>- Document verification as per defined on audit plan for each auditors respectively.</li> </ul> |
| June 13, 2017 | Sukamulya & Dabuk Rejo Estate   | <ul style="list-style-type: none"> <li>- Field visit and observation and on-site interview</li> <li>- Document verification as per defined on audit plan for each auditors respectively.</li> </ul>   |
| June 14, 2017 | Bumi Arjo & Bambu Kuning Estate | <ul style="list-style-type: none"> <li>- Field visit and observation and on-site interview</li> <li>- Document verification as per defined on audit plan for each auditors respectively.</li> </ul>   |
| June 15, 2017 | Dabuk Rejo Mill                 | <ul style="list-style-type: none"> <li>- Field visit and observation and on-site interview</li> <li>- Document verification as per defined on audit plan for each auditors respectively.</li> <li>- Closing Meeting attended by all auditors and representative of the auditee</li> </ul> |
| June 16, 2017 | -                               | <ul style="list-style-type: none"> <li>- All auditor traveling to airport and continue flight to each destination.</li> </ul>   |

**2.4 Stakeholder Consultation and Stakeholders Contacted**

The stakeholder consultation involved both external and internal stakeholders. External stakeholders were notified to make comments on the certification assessment by placing an invitation to comment on the RSPO website. Stakeholders included those immediately linked with the operation of the company such employees, out-growers, the local government, NGO's, trade and labour unions and local communities.

Stakeholder consultation took place in the form of meetings and interviews. Meetings with stakeholders were held to seek their views on the performance of the company with respect to the sustainability practices outlined in the RSPO Principles & Criteria, and to comment on aspects where improvements could be made. Meetings with local communities were held at their respective premises within and near the company's area.

In all the interviews, the objectives of the RSPO and the purpose of the assessment was clarified at the outset followed by an evaluation of the relationship between the stakeholders and the company before discussion proceeded to obtain the stakeholders feedback on the company's compliance to different aspects of the RSPO Principles & Criteria. Although several stakeholders were not familiar with RSPO but they agreed with its objective and expressed their willingness to collaborate in the promotion of sustainable palm oil in North Sumatera province. In all interviews, the assessment team did not restrict discussion of both the positive and negative aspects of operations conducted by PT Buluh Cawang Plantations estates and mill.

**2.5 Date of Next Surveillance Visit**

The next surveillance visit is planned for June 2018.

### 3.0 ASSESSMENT FINDINGS

#### 3.1 Summary of Findings

During the 4<sup>th</sup> surveillance assessment, 1 (one) nonconformities were assigned against Major Compliance indicators while 1 (one) nonconformities were assigned against Minor Compliance Indicators. 10 (ten) observations or opportunities for improvement were identified. Further explanation of the non-conformities raised and corrective actions taken by the company are provided in Section 3.2. The observations & opportunities for improvement are listed in Appendix 5.

The following is a summary of findings made for the criteria listed in the RSPO Principles & Criteria November 2013 (INA-NI September 2016) and RSPO SCCS 2014 for detail information about company's compliances to RSPO P & C.

**Principle 1: Commitment to Transparency**

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

**Findings:**

The company has always been updating list of stakeholders and it's conducted by the Document Control based on information from the *Bina Mitra* and Community Development. Maintenance list of stakeholders provided with No. Document: FRM - GEN - 063 went into effective on May 1st, 2017 for BCP and No. Document: FRM - GEN - 033 went into effective on December 1<sup>st</sup>, 2016 for BambuKuning Estate. List of stakeholders organized by category: (1) Government Bodies in the Provincial Level; (2) Government Bodies in the District level; (3) Police; (4) TNI; (5) Sub District Government; (6) Village Government; (7) Schools elementary / junior high / high school; (8) Youth; (9) Religious Leaders / Community; (10) health services; (11) NGOs; (12) The contractor and supplier.

According to the Procedure No. PRO-BNM-014, the stakeholder list is always maintained to keep up to date every 6 months. The document prepared by HRR Manager, Checked by BinaMitra and approved by General Manager. In order to manage relations with stakeholders, the company developed SOP Communication, Consultation and Coordination with Stakeholders with No. Document: PRO - BNM - 001 date August 15, 2015. In the SOP describes consultative mechanisms in applications for social programs of community, internal management processes has to be done in response to the public demand, including the time required by management in response to public demand, SOP is based on the division of responsibilities internally the company is as follows:

Bina Mitra Staff : responsible to receive suggestion, opinion and complain from stakeholders related legal aspect

CDO : Responsible accommodating reception information, complaint, suggestion and request for help from stakeholder/community against social concern

Unit Head : responsible to provide answers and resolve input / ideas, reception of information, complaints and reported relief

Management is responsible to make decisions / solutions on input from stakeholders

Head of Unit provide the answer to stakeholders on the information (written/oral) no later than three weeks after receipt

**Compliance status:**

Yes  No

NCR No

The implementation of the commitment to transparency made by the company to distribute relevant documents to the relevant stakeholders. There are Minute of Meeting showed regarding Company's activities distributing their policies and procedures to 10 villages surround BCP's Estates. Company on behalf of Head Village invite local leader attending public consultation meeting. Company, by its public speaker and management representatives communicate company's policies, procedures and commitments. The meetings conducted at Head of Villages office and Estates Office. Other evidences showed during audit are letters to stakeholders regarding The Transparency of Company's Document (Ex. No. 2578.02/TS.HRR/EXT/II/2017 for Tania Selatan).

The documents that have been distributed by company consist as follows: (1) Document of Environmental Impact Assessment; (2) Company Annual Report; (3) Company's Policies; (4) Permit of the concession and other related permits; (5) Monthly Reports and Mill Production; (6) Map of Mill Operation and Plantation Area; (7) Report of CSR or Community Development Programs; (8) Procedures and Mechanism of Plantation and Mill; (9) Company Organizational Structure; (10) HCV Report and HCV Map Management Plan; (12) Report and Management Social Impact Assessment; (13) A Summary Overview of Certification Assessment; (14) Identification of environmental impacts and risks; (15) Records of Complaints and Handling; (16) Conflict Resolution Procedure. Distribution of information through this document are made by the company to 121 stakeholders consisting of the district, sub-district government, village governments, educational institutions, youth, religious leaders, NGOs, Suppliers and contractors.

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

**Findings:**

Company still using Doc No. PRO-BNM-001, published at August 1st 2015 regarding Communication, consultation, and Coordination with stakeholder. This procedure illustrating the flow chart of how information disseminate. Personnel in charge (PIC) for each eastates describe as follow:

1. Document No. 018/SK-BCP/IV/2017 regarding The Appointment of PT BCP Public Speaker, the personnel in charge are Andri Suseno SH and Apriyal Jaya Harahap SH.
2. Doc No: 2610.01/TS-HRD/SK/II/2016 regarding The Appointment of PT Tania Selatan Public Speaker, the personnel in charge are Andri Suseno SH, Apriyal Jaya Harahap SH and Uus Sudarmadi.

The SOP clearly state that the response of letters maximum period is 3 weeks since the letter has received. Base on audit evidences (Incoming-outcoming Letters Logbook 2017 of 3 estates) the longest response was 2 week. It showed that company consistently follow their procedure.

Documents related to the management of plantation operational activities carried out by Document Control (DC). Only documents stored by the land compensation Liaison Office (LO) in Palembang. Company documents that are available in the PT. BCP is as follows:

1. Land Use Permit and other related permit
2. Document of Environmental Impact Assessment

**Compliance status:**

Yes  No

NCR No: -

3. Document of Social Impact Assessment
4. Policy on Human Rights
5. Document Review Social Management Planning
6. Documentation of Complaints
7. SOP Conflict Resolution
8. Minutes of Meeting with community related land disputes resolution

The information that could be accessed by stakeholders as stated on Public Consultation Minute of Meeting consists of 14 criterias of information, and most of the has comply the requirement (checklist: point c). Documents associated with the number 1 to 8 are available at the Document Control (DC) and can be accessed by based on Management representatives and/or Public speaker authorization.

**Criterion 1.3. Growers and millers commit to ethical conduct in all business operations and transactions**

**Findings:**

Same as the 3<sup>rd</sup> surveillance result, company still using Document No: 044 / DIR-KP / XII / 2015 effective date on December 15<sup>th</sup>, 2015, regarding Code of Conduct Corporate Policy. The document written in Indonesian and English with. In the policy, consists of three main principles, namely:

1. Annex 1, No 2. "Principles Relating to Code of Conduct" consist of: a) To avoid conflict of interest; b) To avoid misuse and/or anuse of position; c) to ensure confidentiality.
2. Annex 1, No. 5."Bribery and Illegal or Unethical Trading Process. No. 6. "Entertainment and Gifts".
3. Annex 1, No. 14. "Reporting, cooperating with investigations and Discipline in Connection with Violation.

The policies has been distributed to all estetas and communicated to all workers/staffs and stakeholders, based on Socialisations Records: a) Minute of Meeting of Policy socialization to all level worker, May 03th 2017 at bamboo Kuning Estate; b) Minute of Meeting of Policy socialization to contractor and supplier, August 16th 2016 at bamboo Kuning Estate.

Interview result with Karyawan Panen and Sprayer at Bambu Kuning estate and Dabukrejo Estates confirmed that they have been attended the socialization process. Interview result with Contractor (renovasi) at Bumi Arjo confirmed that they has been attended the socialization process.

**Compliance status:**

Yes  No

NCR No: -

**Principle 2: Compliance with applicable laws and regulations**

**Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.**

**Findings:**

The organizations (Suka Mulya, Dabuk Rejo & Bumi Arjo estates and Dabuk Rejo Mill) have complete list of legal requirements. The copies of the legal requirements are available at all estates and mill both of soft copy and printed version. List of legal requirement was documented on documents Law Register that divided

**Compliance status:**

Yes  No

NCR No: RSPO1252  
P&C 2.1.1

into 4 (four) fields, i.e.: plantation field, environmental field, employment/worker field and occupational health and safety (OHS) field. All of law register documents has been reviewed and updated on May 22, 2017.

The law register documents containing relevant legislation includes, regulations governing land tenure and land-use rights, labour, agricultural practices (e.g. chemical use), environment (e.g. wildlife laws, pollution, environmental management and forestry laws), storage, transportation and processing practices, and etc.

The organizations (Suka Mulya, Dabuk Rejo & Bumi Arjo estates and Dabuk Rejo Mill) have document "list of licensing for operationals, OHS & environmental control" (FRM-GEN-062), last updated on May 22, 2017. The document contain informations list of license, published agency, license number and expired daand te, remark. The document was used by the organization to monitor and control the relevant licenses.

Some of documents related to legals and regulations were reviewed and evidenced that the organization has compliance with all applicable local, national and ratified international laws and regulations, e.g.:

1. Akte Pendirian Perusahaan
2. Akta Perubahan
3. Persetujuan Penanaman Modal
4. Tanah dan Status Hukum Tanah
5. SPUP
6. IUP-P
7. Operational licenses
8. Employment license
  - At Dabuk Rejo and Bambu Kuning estates: valid license of SIO operators for traktor, pesawat angkat dan angkut, welders
  - Dabuk Rejo Mill: Valid SIO operators for wheel loader, boiler, static crane, steam turbine, traktor, welders, dump truck, and general safety expert (AK3 Umum)

The organization has defined a Procedure no. PRO-BNM-008; Re.01; Effective date August 01, 2015; namely Identifikasi dan Evaluasi Aspek Hukum dan Peraturan Perundang-undangan yang Berlaku. The procedure prepared by Bina Mitra Officer, Checked by Manager of Bina Mitra & Legal; Approved by Group Estate Manager (GEM).

The procedure was includes personnel in charge to manage (identify, review, evaluate, document, distribute and etc), set of legal documents, comprehensive list of laws and regulations (international, national, provincial, and etc) with detail the requirements of specific to the mill and estate operations. And also relevant sections within the law that is identified and linked to activities. There is evidence that the documents available to all levels of management within the organizations both of estates and mill. The procdure also include mechanism for ensuring compliance with all applicable laws and regulations. The procedure said: "identification and evaluation laws and regulations will be conducted at least once a year or if any revisions of law and regulations.

Internal audit has been conducted annually, records of internal audit are available and well maintained. The mechanism of internal audit has been defined, i.e.: Procedure Internal Audit (Doc. No. PRO-GEN-003; Rev. 02, Effective Date November 01, 2016. The records of internal audit were reviewed, i.e.: minute meeting of internal audit, attendance list, internal audit findings, and etc. Based on the records, found that last internal audit has been conductd on April 17-20, 2017, audit stand-

ards, i.e.: RSPO P&C 2013, SCCS, ISPO, OHS, and environmental. The audit scopes were Dabuk Rejo POM and Bumi Arjo, Suka Mulya and Dabuk Rejo Estates. There is evidence that all audit findings has been closed.

A system for tracking any changes in the law and regulations has been defined i.e. "Procedure no. PRO-BNM-008; Re.01; Effective date August 01, 2015; namely Identifikasi dan Evaluasi Aspek Hukum dan Peraturan Perundang-undangan yang Berlaku". The procedure contains mechanism for identify, access to law and regulation, evaluate, frequency of evaluation (defined once a year minimally and any time if needed), distribute to relevant functions / units within the organizations, and etc. And including personnal in charge for each processes. Records of upated on law register year of 2017 available.

NCR No. RSPO 1252 – P&C 2.1.1

There is no sufficient evidence that implementation of UKL-UPL for period 2<sup>nd</sup> semester of 2016 has been reported to authorize agency.

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

**Findings:**

The organization can demonstrate the right to use the land and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights. Documents showing legal ownership of the lands are available, e.g.:

- Decree of land spare from Governor of South Sumatera, No. 917/SK/I/1988, dated September 07, 1988, wide ± 2,500 ha.
- Decree of land spare from Governor of South Sumatera, No. 100/SK/I/1989, dated February 16, 1989, wide ± 4,300 ha.
- Location permit (Izin Lokasi) and land right free from Governor of South Sumatera, No. 66/KPTS/BKPM/1989, dated August 8, 1989, wide ± 5.877,9 ha.
- Approval of forest area for spare form Minsitry of Forestry No. 1296/Mnhut-II/1995, dated September 6, 1995 s.d. -, wide ± 456 ha.
- Suka Mulya estate, land use right (HGU) No. 06/HGU/ 1990, wide: 2.009,00 ha. dated March 15, 1990, and valid until December 31, 2020.
- Location permit (Ijin lokasi) No. 62Kep/III/2012, for wide's area: 1,200 ha.
- Bumi Arjo estate, land use right no....., wide: ± 1,760.90 ha. The HGU valid until December 31, 2020.
- Dabuk Rejo estate (including Mill), land use right (HGU) wide: ± 1,652.00 ha. The HGU valid until December 31, 2020.
- Bambu Kuning estate, land use right (HGU) no. 1, dated April 7, 1995, wide: ± 1,800.94 ha. The HGU valid until December 31, 2029

There is some differences of areal statement on Dabuk Rejo, Suka Mulya and Bambu Kuning estates between year of 2016 & 2017. The explanation of the differences are summarized on table follows:

**Dabuk Rejo Estate: (unit in ha)**

**Compliance status:**

Yes  No

NCR No: -



| Items                    | 2016            | 2017            | Difference     |
|--------------------------|-----------------|-----------------|----------------|
| Mature                   | 0               | 1676,78         |                |
| Immature                 | 0               | 728,56          |                |
| <b>Total Planted</b>     | <b>2.433,65</b> | <b>2.405,34</b> | <b>(28,31)</b> |
| Land Clearing            | 0               | 0               | -              |
| Unplanted                | 0,64            | 1,51            | 0,87           |
| Nursery                  | 9,73            | 6,87            | (2,86)         |
| POM                      | 21,58           | 19,7            | (1,88)         |
| RHD                      | 84,14           | 80,5            | (3,64)         |
| HCV                      | 0,23            | 36,05           | 35,82          |
| Conflict                 | 0               | 0               | -              |
| <b>Total others area</b> | <b>116,32</b>   | <b>144,63</b>   | <b>28,31</b>   |
| <b>Total Area</b>        | <b>2.549,97</b> | <b>2.549,97</b> | <b>-</b>       |

Remark: HGU of Dabuk Rejo: 1,652.00 ha

- Difference of total planted area of 2016 and 2017 is 28.31 ha (decreased)
- Difference of total others area of 2016 and 2017 is 28.31 ha (increased)
- So, total area of 2016 and 2017 is same, i.e.: 2,549.97 ha.
- The difference of HCV area may be caused by mis-interpretation data. HCV area of 2016 is still potensial and the areal still include in the planted area.
- Areal statement of 2017 based on data "official report of areal statements of Bumi-arjo, Suka Mulya and Dabuk Rejo estate, dated May 02, 2017"

Currently, Dabuk Rejo estate has operated wide area 2,549.97 ha, meanwhile the HGU's wide 1,652 ha only, it means there is 897.97 ha of area has no land use right (HGU) yet (just have location permit). Based on information of Dabuk Rejo management, all HGU processes still in progress in HO Jakarta.

**Sukamulya Estate (unit in Ha)**

| Item                 | 2016*           | 2017            | Difference     |
|----------------------|-----------------|-----------------|----------------|
| Mature               |                 | 1.257,63        |                |
| Immature             |                 | 540,24          |                |
| <b>Total Planted</b> | <b>1.830,70</b> | <b>1.797,87</b> | <b>(32,83)</b> |
| Land Clearing        | 44,53           | 49,83           | <b>5,30</b>    |
| Unplanted            | 0               | 0               | -              |
| Nursery              | 0               | 0               | -              |
| POM                  | 0               | 0               | -              |
| RHD                  | 65,34           | 64,75           | <b>(0,59)</b>  |
| HCV                  | 0               | 28,12           | <b>28,12</b>   |
| Conflict             | 0               | 0               | -              |
| <b>Total others</b>  | <b>109,87</b>   | <b>142,7</b>    | <b>32,83</b>   |
| <b>Total Area</b>    | <b>1.940,57</b> | <b>1.940,57</b> | <b>-</b>       |

Remark: HGU of Sukamulya Rejo: 2,009.00 ha

- Difference of total planted area of 2016 and 2017 is 32.83 ha (decreased)
- Difference of total others area of 2016 and 2017 is 32.83 ha (increased)
- So, total area of 2016 and 2017 is same, i.e.: 1,940.57 ha.
- The difference of HCV area may be caused by mis-interpretation data. HCV area of 2016 is still potensial and the areal still include in the planted area.

**Bambu Kuning Estate (unit in Ha)**



| Item                 | 2016*           | 2017            | Difference     |
|----------------------|-----------------|-----------------|----------------|
| Mature               |                 | 972,99          |                |
| Immature             |                 | 1327,98         |                |
| <b>Total Planted</b> | <b>2.352,11</b> | <b>2.300,97</b> | <b>(51,14)</b> |
| Land Clearing        | 0               | 0               | -              |
| Unplanted            | 1,31            | 1,67            | <b>0,36</b>    |
| Nursery              | 8,83            | 8,83            | -              |
| POM                  | 0               | 0               | -              |
| RHD                  | 79,86           | 75,31           | <b>(4,55)</b>  |
| HCV                  | 0               | 40,94           | <b>40,94</b>   |
| Garapan/Conflict     | 11,46           | 25,85           | <b>14,39</b>   |
| <b>Total others</b>  | <b>101,46</b>   | <b>152,6</b>    | <b>51,14</b>   |
| <b>Total Area</b>    | <b>2.453,57</b> | <b>2.453,57</b> | -              |

Remark: HGU of Bambu Kuning: 1,800.94 ha

- Difference of total planted area of 2016 and 2017 is 51.14 ha (decreased)
- Difference of total others area of 2016 and 2017 is 51.14 ha (increased)
- So, total area of 2016 and 2017 is same, i.e.: 2,453.57 ha.
- The difference of HCV area may be caused by mis-interpretation data. HCV area of 2016 is still potensial and the areal still include in the planted area.
- There is planted area on the area without HGU around

A legal map showing location of boundary markers and also table showing boundary numbers, locations and coordinate point are available both of Dabuk Rejo, Sukamulya, and Bambu Kuning estates. The organization has established an SOP for boundary demarcation and maintenance, i.e.: procedure "Identification and Maintenance Boundary of the Land Use Permit (*Hak Guna Usaha*), Document No.: PRO-BNM-011. Programme(s) for boundary maintenance has been defined and implemented. For example:

- Document of Jadwal dan Realisasi Perawatan Patok HGU (FRM-GEN-071)" – Suka Mulya Estate year 2017.
- Official report of Boundary Maintenance PT BCP – Suka Mulya Estate, dated May 19, 2017. Reported that some boundaries has been maintenance.
- Official report of Boundary Maintenance PT BCP – SuKa Mulya Estate, dated May 24, 2017. Reported that some boundaries has been maintenance.
- Official report of Boundary Maintenance PT BCP – SuKa Mulya Estate, dated May 27, 2017. Reported that some boundaries has been maintenance.
- Official report of Boundary Maintenance PT BCP – Suka Mulya Estate, dated May 29, 2017. Reported that some boundaries has been maintenance.
- Official report of Boundary Maintenance PT BCP – Suka Mulya Estate, dated May 31, 2017. Reported that some boundaries has been maintenance.
- Schedule Pemeliharaan Patok Batas (FRM-GEN-075) – Bambu Kuning estate.
- Official report of Boundary Maintenance dated March 2, 2017. Reported that monitoring and maintenance of HGU's boundaries has been conducted at Bambu Kuning estate.

Field verification of HGU's boundary has been conducted during this surveillance audit both at Suka Mulya, Bambu Kuning, and Dabuk Rejo estates. Based on sample taken, evidenced that the boundaries clear demarcation, maintained, clear boundary markers, and sample of GPS taken is in accordance with the maps data.

At this time there are also two conflicts are being faced by the company, namely: (1) conflict and land claims in the Dabuk Rejo village; (2) conflict and land claim in the Bumi Arjo village. Firstly, conflict in the Dabuk Rejo village begin at 2004 with total

land from community 206 hectares. Company had been resolve this claim as much as 66 hectares (33 pieces of land) and in the 2013-2014 resolved by company as much as 55 hectares (25 pieces of land). At 2017, the company still remaining 70 hectares that have to be re-solved and still waiting proof of legality upon that land. Secondly, conflict or land claim in the Bumi Arjo village made by community of ex transmigrant. At this time, mediation has been conducted but there is no agreement between company and community. Now, this case proposed to district government to be solved. Land claimed by community from Bumi Arjo village as much as 150 hectares  
 Based on information from Mr. Mulyadi (Bina Mitra), there is also land occupied 14,39 ha (di Blok 215 saat replanting diambil alih oleh masyarakat. Negotiation process still in progress and records of negotiaion has been keep maintain and the result will be monitore by next surveillance audit.

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

**Findings:**

Procedure regarding land acquisition and compensation calculation has been developed and communicated to stakeholders. The company has no specific procedure that Free, Prior, Informed and Consent now. Based on interview with management, there will be no estate expansion in the future that need land acquisition and New Planting procedure. Practically, principle of information openness, transparency, socialization and community involvement has been done. Minutes of meeting Socialization and Discussion with community indicate that company had been distributed as follows: (1) Policy of Wilmar International; (2) Standard Operating Procedure; (3) Public Document; (4) Document of HCV and Social Impact Assessment; (5) Document of CSR/Community Development.

Consistent with the 3rd surveillance, the implementation of principle of openness and consultative approach as like as mention in this process. Negotiation process of land dispute documented into Minutes of Meeting that involved stakeholder and the result of meeting informed and give to relevant stakeholder. Multistakeholder approach based on openness conducted by Bina Mitra, and it become principle of FPIC with emphasizing willingness without coercion.

In the process resolving conflict by company, relevant stakeholders such as village government, sub district government, and if agreement doesn't achieved, the involvement of district government is must be done. This mechanism following the mechanism from District Government of Ogan Komering Ilir (OKI) to solve land disputes. The supporting evidences become supplement in the negotiation process of land disputes. Based on interview on 26 July 2016 with community and the result of structure interview stated that if any complaint or grievances from community, then the community will be choosing village government as represent into negotiation process.

**Compliance status:**

Yes  No

NCR No: -

**Principle 3: Commitment to long-term economic and financial viability**

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

**Findings:**

The organization has documented long-term management plan The management

**Compliance status:**

Yes  No

plan has include the following: land area statement (planting years, non-planted areas, i.e. HCV, conservation areas, fragile soils, enclaves), quality of planting materials, crop projection = Fresh Fruit Bunches (FFB) yield trends, mill extraction rates = Oil Extraction Rate (OER) trends, cost of Production = cost per tonne of Crude Palm Oil (CPO) trends, forecast prices, financial indicators, lost and profit, and etc. Some of documents were reviewed as follow:

- Dabuk Rejo estate:
  - a. Long term plan (Rencana Jangka Panjang/RJP) 2017 – 2022 (6 years); Consist of: FFB Production, Areal Statement, FFB Cost of Production, Plantation Development Expenditure, Capital Expenditure, and Sustainability Operational Costs
  - b. 5 years Replanting Schedule 2016 – 2021,
- Suka Mulya Estate:
  - a. Long term plan fro period 2017 – 2022, consist of areal statement, FFB cost of production, plantation development expenditure, capital expenditure, sustainability implementation cost,
- Bambu Kuning Estate  
Projection 2016 – 2021 (5 years), consist of financials, profit and Lost, cash flow, areal statement & crop, capital expenditure, sustainability Operational costs, FFB production (2016: 13,000 Mt, 2017: 14,000, 2018: 17,300 Mt, 2019: 28,050 Mt, 2020: 31,950 Mt, and 2021: 39,200 Mt), and estate cost.
- Mil, management plan for period 2017 to 2022, consist as follow: projection of FFB processed, milling cost , capital expenditure, sustainability implementation cost, and etc.

The organization implements a replanting cycle every 25 years, and the company's plan for a replanting activities will begin in 2033, because the first plantings in PT BCP were in year 2009

However, Bambu Kuning Estate has established a document of annual replanting programme projected for 5 (five) years as table below:

| Div.         | 2016          | 2017          | 2018          | 2019     | 2020     | Ket             |
|--------------|---------------|---------------|---------------|----------|----------|-----------------|
| 1            | 241.57        | 46.95         | 0             | 0        | 0        | 288.52          |
| 2            | 208.09        | 333.53        | 350,83        | 0        | 0        | 892.45          |
| <b>Total</b> | <b>449.66</b> | <b>380.48</b> | <b>350.83</b> | <b>0</b> | <b>0</b> | <b>1,180.97</b> |

NCR No: -

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

**Findings:**

The list of policies and SOPs for the mill and all estates are listed in the Documents Master List (*Daftar Induk Dokumen*) and was last revised on 21/4/2017. All SOPs are available in Bahasa Indonesia. The SOPs of the estate are as follows:

- Palm Maintenance PRO-EST-001
- Pesticide Usage PRO-EST-002
- FFB Production PRO-EST-003
- Integrated Pest Management PRO-RND-001
- Washing of Used Chemical Containers SOP-GEN-012

**Compliance status:**

Yes  No

NCR No: -

- Nursery Operations SOP-EST-001
- Land Clearing SOP-EST-002
- Planting of Oil Palm SOP-EST-003
- Planting of Legume Cover Crop SOP-EST-004
- Circle Weeding SOP-EST-005
- Selective Weeding SOP-EST-006
- Spraying SOP-EST-007
- Manuring SOP-EST-008
- Empty Fruit Bunch Application SOP-EST-009
- Thinning SOP-EST-010
- Pruning SOP-EST-011
- Harvesting SOP-EST-012
- FFB Transportation SOP-EST-013
- Workshop SOP-EST-014
- Genset Operation SOP-EST-015
- Water Pump Operation SOP-EST-016
- Las Karbit SOP-EST-017
- Building and House Maintenance SOP-EST-018
- New Buildings SOP-EST-019
- Calibration of Spraying Equipment SOP-EST-020
- Loading and Unloading of Fertilizer Bags in Store SOP-EST-021
- Replanting of Oil Palm SOP-EST-022

Some of the SOPs for the mill are as follows:

- Reception of FFB PRO-MIL-001
- Production Process PRO-MIL-002
- Logistics PRO-MIL-003
- Delivery Order PRO-MIL-004
- Dispatch of CPO and PK PRO-MIL-005
- Maintenance of Mill Machinery PRO-MIL-006
- Effluent Handling PRO-MIL-007
- Evaluation of FFB Suppliers PRO-MIL-008
- Inspection & Testing PRO-QCD-001
- Calibration PRO-QCD-002

The implementation of SOPs are monitored on a daily basis by the field conductors and assistant managers with oversight by the estate manager. The monitoring is done through:

- 1) Field visit to various blocks in the divisions especially where activities such as harvesting, pruning, manuring, spraying, slashing, frond stacking and road maintenance are taking place.
- 2) Completion and maintenance of monitoring records such as the Daily Inspection Report as part of the Yield Improvement programme, summary of machinery running hours as well as harvesting records detailing the number of bunches harvested and quantity of loose fruit collected by each harvester, to name a few.

The implementation of SOPs in the mill are maintained and monitored by mill supervisors and assistant managers by:

- 1) Maintaining and completing the process check sheet to ensure that the integri-

|   |  |
|---|--|
| <p>ty of the processes are well maintained</p> <p>2) SOPs and WIs are placed on strategically located notice boards to ensure that all levels of workforce are familiar with operational procedures.</p> <p>In order to ensure consistent implementation of the SOPs among all levels of the workforce in the field and mill, the following mechanisms are utilized:</p> <ol style="list-style-type: none"> <li>1) Regular trainings with regards to the different aspects of the SOPs are conducted</li> <li>2) Agronomist report which is produced on an annual basis provide results of findings and recommendations related to the implementation of best practices in the estate, especially with regards to fertilizer recommendations.</li> <li>3) Annual visit by the Plantation Advisor to the estates and Mill Advisor to the mill to ensure that the management and operations of the estates and mill adheres to SOPs and best practices. The visit by the Plantation Advisor and Mill Advisor also serves as an internal assessment of the estate against their own established SOPs and best practices.</li> </ol> <p>The SOP for third party FFB sourcing for Dabuk Rejo Mill are as follows:</p> <ul style="list-style-type: none"> <li>• FFB Reception PRO-MIL-001 revision 4 dated 20/4/2017</li> <li>• FFB Purchase SOP-MIL-45 revision 0 dated 12/4/2013</li> </ul> <p>The mill has recorded the origins of all third party FFB sources in the Dabuk Rejo Mill FFB Supplier List 2017. Some examples of the FFB sources are:</p> <ul style="list-style-type: none"> <li>• KUD Dwi Tunggal</li> <li>• KUD Maju Jaya</li> <li>• KUD Tani Mandiri</li> <li>• PT Sinar Sasongko</li> <li>• PT Bumi Indah Multi Persada</li> <li>• Sujono</li> <li>• Sikin</li> <li>• Suyahman</li> <li>• Sukro</li> <li>• Norven</li> <li>• Sugeng</li> </ul> |  |
|---|--|

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

|  |  |
|--|--|
| <p><b><u>Findings:</u></b></p> <p>PT Buluh Cawang Plantations implements good agricultural practices to maintain or enhance soil fertility based on the following SOPs:</p> <ol style="list-style-type: none"> <li>1) SOP-EST-004 SOP for Legume Cover Crop Planting</li> <li>2) SOP-EST-007 Land Applications</li> <li>3) SOP-EST-008 Fertilizer Application for Oil Palm</li> <li>4) SOP-EST-009 EFB Applications</li> </ol> <p>The planting of legume cover crops was observed throughout the estates and this serves well to reduce water evaporation, reduce soil erosion as well as enhance nitrogen bonding in the soil.</p> <p>All the estates have carried out the fertilizer application based on their respective Fertilizer Application Programme. The fertilizer recommendations are based on the</p> | <p><b>Compliance status:</b><br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |
|--|--|

Foliar Analysis done annually and soil sampling done once in every 5 years. Foliar Analysis Report Ref No 28/DAUN/V/2016/BCP for sample received on 3/5/2016 done by EMU Laboratory of Wilmar International Plantation for Suka Mulya, Bumi Arjo and Dabuk Rejo estates is available in the estate offices. For Bambu Kuning estate, the foliar analysis was carried out on 26/6/2016 by EMU Laboratory and reported in Foliar Analysis report No 23/DAUN/IV/2016/TS. The nutrient status for Nitrogen, Potassium, Phosphorus, Magnesium, Calcium and Boron were analysed. Soil Analysis Report No 15/TANAH/X/2015/BCP for sample received on 19/10/2015 for Suka Mulya, Dabuk Rejo and Bumi Arjo estates were sighted. The soil analysis report for Bambu Kuning estate by PT Nusa Pusaka Kencana Analytical & QC Laboratory (Report No 010/RD-EXT/S/FEB/14) dated 15/1/2014 was also sighted. The pH, carbon, nitrogen, phosphorus, potassium, magnesium, calcium, sodium, copper, zinc and manganese content of soil were analysed. Nutrient deficiencies and excesses were highlighted in the report.

EFB is applied in all estates and records of applications are being maintained. For example Suka Mulya estate has applied 133.5MT for 5.34ha on 2 January 2017 and 110.75Mt for 4.43ha on 2 June 2017. Although Empty Fruit Bunches (EFB) have been applied in the field and recorded accordingly, the documentation of a Nutrient Recycling Strategy covering all related recycling activities can be further enhanced. This has been raised as an observation.

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

**Findings:**

All estates have both soil and topography maps detailing the soil and slope profiles.

The soil map for Suka Mulya Estate dated 28/7/2015 to the scale of 1:75000 is available. This is based on the Semi-Detail Soil Map to the scale of 1:50000 by Param Agricultural Soil Surveys (M) Sdn. Bhd. The soil profile for Suka Mulya estate is as follows:

- Cherang H Angus – 341.74 ha, 17.61%
- Jitra – 222.94 ha, 11.49%
- Kulai/fsc – 63.13 ha, 3.25%
- Terap – 1312.76 ha, 67.65%

The topography map for Suka Mulya Estate dated 28/7/2015 to the scale of 1:75000 is available. The highest elevation is about 60m and there are no steep slopes.

Dabuk Rejo Estate has soil map with the scale of 1:75000 available which is based on Param Agricultural Soil Surveys (M) Sdn Bhd map. The soil profile for Dabuk Rejo estate is as follows:

- Cherang H Angus – 308.68ha, 12.11%
- Jitra – 461.17ha, 18.09%
- Kulai/fsc – 145.39ha, 5.70%
- Kulai/fscl – 78.11ha, 3.06%
- No data – 0.42ha, 0.02%
- Terap – 1556.20ha, 61.02%

**Compliance status:**

Yes  No

NCR No: -

The topography map for Dabuk Rejo estate with the scale of 1:75000 is available. The highest elevation is about 60m and there are no steep slopes.

Bumi Arjo Estate has soil map to the scale of 1:70000 with the following soil profile:

- Cherang hangus – 257.44 ha, 16.06% 257.44ha
- Jitra – 219.60ha, 13.70%
- Kulai/fsc – 6.12ha, 0.38%
- Terap – 1108.31 ha, 69.13%
- No data – 11.75 ha, 0.74%

Slope Map to the scale of 1:75000 is available for Bumi Arjo estate with the following slope profile:

- Slope 0-6 degrees - Flat undulating – 1514.36ha, 94.46%
- Slope 6-12 degrees - Undulating roll – 88.47ha, 5.52%
- Slope 12-18 degrees - hilly – 0.38ha, 0.02%
- Slope 18-22 degrees – steep - none
- Slope <22 degrees - very steep - none

Form the soil and topography profile as well as visits to the field, there are no peat or marginal soil in any of the estates. Only mineral soil is present. There are also no steep slopes that warrants special management measures to be taken to mitigate soil erosion.

All estates have a road maintenance programme that is rigorously adhered to. The road maintenance programme covers the distribution of gravel stones, grading and compacting and levelling of estate roads, construction and maintenance of bridges as well as construction of silt pits especially near slopes to allow for water run-off into the pits and prevent erosion of access roads. However it was noted that for the month of May 2017, the costing report for road maintenance in Bumi Arjo estate indicated that there were expenses incurred for the maintenance of road bridges. However this has not been captured in the Plan and Realization Report accordingly. This has been raised as an observation.

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

**Findings:**

The Water Management Plan for PT Buluh Cawang Plantations and PT Tania Selatan contains the following:

- 1) Summary of the rainfall data that is being monitored on a daily basis by all the estates
- 2) Water consumption records
- 3) Water management of the water courses and boreholes
- 4) Water quality monitoring results
- 5) Measures taken to conserve water
- 6) Measures taken to conserve water courses and riparian areas.

However it was noted that the water management plan for PT Buluh Cawang Plantations can be further improved to better define some of the strategies to conserve the quantity and maintain the quality of the available water resources. This has

**Compliance status:**

Yes  No

NCR No: -



been raised as an observation.

The Overlay Map of the HCV Survey dated 15/12/2016 has identified the water courses. Program to protect water courses including maintaining and restoring appropriate riparian and other buffer zones according to national best practice and national guideline have been documented. Riparian areas are maintained with buffer zone of 10m on each side. There is no evidence of spraying or manuring in the riparian areas. Good vegetation growth was observed with trees such as Pokok Sungkai, Pokok Jabon and bamboo trees planted as well.

Dabuk Rejo Palm Oil Mill monitors the parameters of its effluent treatment process on a monthly basis. The mill effluent is being treated by both open ponding and methane capture systems. The sample of effluent discharge is being sent to the Environmental Laboratory of the Department of Environment of the South Sumatera Province (*UPTB Laboratorium Lingkungan, Badan Lingkungan Hidup, Pemerintah Propinsi Sumatera Selatan*) for analysis. Some of the results sighted were as follows:

- January 2017 - Test certificate No 660/0124/SHU-LAB/II/2017 – all parameters within limits
- February 2017 - Test certificate No 660/0308/SHU-LAB/II/2017– all parameters within limits
- March 2017 - Test certificate No 660/0550/SPPC-ALC/IV/2017– all parameters within limits

The mill also records the water consumption and monitors the water usage per tonne of FFB as tabulated in the table below:

| Month          | FFB Processed (MT) | Mill Water Cons'n (m3) | Domestic Water Cons'n (m3) | Total Water Cons'n (m3) | Water Usage / MT FFB |
|----------------|--------------------|------------------------|----------------------------|-------------------------|----------------------|
| January 2016   | 18924              | 28969                  | 6450                       | 35419                   | 1.87                 |
| February 2016  | 12283              | 17315                  | 6630                       | 23945                   | 1.95                 |
| March 2016     | 7435               | 8615                   | 6740                       | 15355                   | 2.07                 |
| April 2016     | 5846               | 6395                   | 6540                       | 12935                   | 2.21                 |
| May 2016       | 4328               | 5519                   | 6450                       | 11969                   | 2.77                 |
| June 2016      | 4329               | 5002                   | 6320                       | 11322                   | 2.62                 |
| July 2016      | 4191               | 3267                   | 6468                       | 9735                    | 2.32                 |
| August 2016    | 9653               | 14438                  | 6005                       | 20443                   | 2.12                 |
| September 2016 | 20932              | 33342                  | 6325                       | 39667                   | 1.90                 |
| October 2016   | 35978              | 55962                  | 6546                       | 62508                   | 1.74                 |
| November 2016  | 39742              | 57614                  | 6238                       | 63852                   | 1.61                 |
| December 2016  | 36673              | 54438                  | 6783                       | 61221                   | 1.67                 |
| January 2017   | 16102              | 6438                   | 6321                       | 12759                   | 0.79                 |
| February 2017  | 16462              | 9549                   | 6109                       | 15658                   | 0.95                 |
| March 2017     | 8595               | 13300                  | 6347                       | 19647                   | 2.29                 |



|            |      |      |      |       |      |
|------------|------|------|------|-------|------|
| April 2017 | 6079 | 3642 | 6452 | 10094 | 1.66 |
| May 2017   | 7534 | 9625 | 6532 | 16157 | 2.14 |

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

**Findings:**

The company has an SOP for Detection and Census of Oil Palm Pests and Diseases document. The SOP is in Indonesian language and includes a detailed flow chart on the Procedure for Census and Management of Rat Pests. The SOP refers to Wilmar's Agriculture Manual and SOP Procedures for Oil Palm (2007), Chapter 8 - Plant Protection - Pest & Disease Management. The company has also established SOP-RND-001 for Pest and Disease Monitoring. Some of the main pests covered by the SOPs are:

- 1) Rats
- 2) Rhinoceros Beetles
- 3) Nettle Caterpillar
- 4) Bagworm
- 5) Hairy Caterpillar
- 6) Spores

The thresholds for chemical treatment for each pests is also listed in Economically Viable Threshold for Integrated Pests Management in Oil Palm Plantations (*Am-bang Batas Ekonomi Dalam Pengendalian Hama dan Penyakit Terpadu di Perkebunan Kelapa Sawit*) compiled by Ir. Agustinus Tri Widi P. of Plant Protection Laboratory (*Laboratorium Proteksi Tanaman, Departemen Riset dan Pengembangan*) in PT Tania Selatan. For example the threshold for chemical treatment for rats are as follows:

- Rat attack <2% - no action
- Rat attack at 2-5% - Selective spot application
- Rat attack >5% rodenticide treatment for all affected blocks to be continued once every 5 days until the baits eaten by the rats fall below 20%

The thresholds for treatment for rhinoceros beetles are as follows:

- Attack at 0-5% - repeat census next month
- Attack at 5 – 10%: TM I, II, III Application of insecticide and/or Installation of pheromone traps
- Attack at >10%: Application of insecticide and to collect larvae of Rhinoceros beetles

All estates have their annual IPM Plan including for the year 2017. Suka Mulya estate conducts census for rats and leaf pests every months. This is captured in the Rat Census Report 2017 and Leaf Pests Census Report 2017 respectively. Based on the census results, all levels of pests were found to be below the respective threshold limits (zero attack by *ulat api* and *ulat kantong*) except for the rat infestation reaching 8.81% in April and May 2017. As such the application of chemical control in the form of Racumin was carried out in May 2017 for blocks 114A, 114B and 114C. Apart from that only biological control is used. The census for the number of adult barn owls (*Tito alba*), baby owls and eggs per box is done on a monthly basis and captured in the Barn Owl Census Report 2017. There are a total of 83 barn owl boxes in the estate and the location of all barn owl boxes are listed on the estate map. Planting of beneficial plants such as *Turnera subulata* is done based

**Compliance status:**

Yes  No

NCR No: -

on plan and this was sighted in the Plan and Realization for the Planting of *Turnera subulata* 2017.

Dabuk Rejo Estate also carries similar pest census and IPM reporting system. There were zero attack by leaf pests and rhinoceros beetles. Rat attack was below the threshold except for the month of May 2017 where it was observed that the rat attack in blocks 302 and 204 were 5.1% and 5% respectively. As such both blocks had Racumin application done and their records of application and active ingredient used per hectare recorded. The Barn Owl Census Report 2017 details the adult barn owls (*Tito alba*), baby owls and eggs per box. There are 116 barn owl boxes, all of which are listed in the estate map.

Bumi Arjo Estate has reported attacked by Rhinoceros beetles on their immature areas. The monthly census in the Rhinoceros Beetles Attack Census Report details the following:

- January 2017 – average attack 0.96%
- February 2017 – average attack 0.63%
- March 2017 – average attack 0.35%
- April 2017 – average attack 0.2%
- May 2017 – average attack 0.3%

Pheromone traps are installed and the results from the Pheromone Trap monitoring are as follows:

- January 2017 – 20 traps; 953 Rhinoceros beetles caught
- February 2017 – 21 traps; 1105 Rhinoceros beetles caught
- March 2017 – 31 traps; 1846 Rhinoceros beetles caught
- April 2017 – 31 traps; 927 Rhinoceros beetles caught
- May 2017 – 37 traps; 375 Rhinoceros beetles caught

Results from Barn Owl Census Report is as follows;

- January 2017 – 70 barn owl boxes, 71 adult owls, 53 baby owls, 50 eggs
- February 2017 – 70 barn owl boxes, 71 adult owls, 51 baby owls, 54 eggs
- March 2017 – 71 barn owl boxes, 71 adult owls, 50 baby owls, 45 eggs
- April 2017 – 72 barn owl boxes, 73 adult owls, 56 baby owls, 49 eggs
- May 2017 – 64 barn owl boxes, 63 adult owls, 53 baby owls, 67 eggs

The census of rats reveal the following:

- January 2017 – average attack 1.11%
- February 2017 – average attack 1.52%
- March 2017 – average attack 1.31%
- April 2017 – average attack 0.9%
- May 2017 – average attack 1.1%

The trainings conducted on IPM are as follows:

- 1) Training on IPM Handling on 15/7/2016 attended by 19 personnel from Suka Mulya, Bumi Arjo and Dabuk Rejo Estates
- 2) Refresher Training on IPM on 8/12/2016 attended by 16 personnel from Bambu Kuning Estate

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

**Findings:**

The company adheres to SOP PRO-EST-002 Pesticide Usage in handling and managing pesticides. Only agrochemicals which are registered under the Department of Agriculture Indonesia (Indonesia Commission of Pesticides). Among the agrochemicals used are:

- 1) Herbicides:
  - a) Ally 20 WDG, Methyl metsulfuron 20%
  - b) Trap 20 WP, Methyl metsulfuron 20%
  - c) Trendy 20 WP, Methyl metsulfuron 20%,
  - d) Glisat 480 SL, Isopropylamine glyphosate 480 g/l
- 2) Fungicides
  - a) Antracol 70 WP, Propineb 70%
  - b) Dithane M-45 80 WP, Mancozeb 80%
  - c) Score 250 EC, Difenoconazole 250 g/l
  - d) Benlox 50 WP, Benomil 50%
- 3) Insecticides
  - a) Agrimec 70 WP, Abamectin 18.4 g/l
  - b) Decis 25EC, Deltametrin 25 g/l
  - c) Matador 25EC, Lambda cyhalothrin 25 g/l
  - d) Regent 50SC, Fipronil 50 g/l
  - e) Cynoff, Cypermethrin
- 4) Rodenticides
  - a) Racumin, kumatetralil 0.0375%
- 5) Surfactants
  - a) Agristick 400L, Alkyl Aryl polyglycol ether 400 g/l

Approval for the use of agrochemicals is from the Office of Agriculture of the District Ogan Komering Ilir Regency in the Recommendation for Pesticide Usage No 521/876/Kompukpes/V/2017 which is valid from 9/5/2017 to 8/5/2020. For Bambu Kuning estate, the approval is stated in Recommendation for Pesticide Usage No 521/116/Kompukpes/V/2016 which is valid until 16/8/2019 for the use of 23 different types of pesticides such as Glisat, Winson, Cymbush50 EC, Amistar 250EC, Garlon 670 EC, Glisat 480 SL, Winson 20 WG, GARlon 670 EC, Cymbush 50 EC, Dipel WP, Dithane M45, Tiara 20 WDG, Glinat 150SL, Marshall 5GR.

All estates have recorded the active ingredient, LD 50 area treated, amount of active ingredients applied per ha and number of applications for all pesticides and these records can be found in the pesticide application records. However it was found that the calculation of active ingredient used per hectare for Dabuk Rejo estate is not consistent with the other estates. This has been raised as an observation.

From the visits to the field and stores as well as pesticide application records, there is no evidence that paraquat, World Health Organization Class 1A or 1B, or pesticides that are

The recommended chemical dosage is described on the label of packaging chemicals, such Glisat. Chemical applications are carried out according to recommended applications as per the label, as well as in line with company guidance on Wilmar International Ltd. Agriculture Manual & Standard for immature and mature plantation.

**Compliance status:**

Yes  No

NCR No: -

The following trainings with regards to safe use and handling of chemicals were conducted:

- 1) Training for Sprayers conducted done on 12/4/2017 which was attended by 12 sprayers from Suka Mulya estate. Training was about SOP for spraying. Pictures, attendance list and signature were sighted.
- 2) Training on Hazardous Chemicals, MSDS and Scheduled Waste (*pelatihan Bahan Kimia Berbahaya, MSDS & Limbah B3*) held on 26 November 2016 and attended by 28 personnel covering sprayers, manurers, storekeeper and EHS personnel from Suka Mulya estate.
- 3) Training on Spraying SOP held on 17 April 2017 which was attended by 17 employees (15 sprayers and 2 field staff) from Dabuk Rejo Estate
- 4) Training on Spraying SOP held on 19 April 2017 which was attended by 11 workers including sprayers from Bumi Arjo estate.
- 5) Training on safe and Effective Pesticide Application Technique and Product Knowledge (Dipel SC, Roundup Power Max 660 SL, Lindomin 865 SL) by PT Nufarm Indonesia on 3/6/2016. This training was attended by 37 employees including sprayers from Bambu Kuning estate. Certificates for workers who attended were sighted.

The chemical and pesticide stores visited contained emergency showers and eye wash. A special place for premixing as well as washing the chemical containers was observed. First aid boxes and fire extinguishers were available at the stores. Safety Data Sheets (SDS) for all chemicals were available. All pesticides are stored according to recognised best practices, during filed visit was showed that pesticides kept in permanent storage that equipped with emergency responds procedure Bathrooms with shower to be utilized by the sprayers for bath and washing of PPE that came into contact with chemicals is located within the chemical stores. The equipment and PPEs used during spraying are also neatly arranged in the stores.

Used chemical containers were disposed-off in. Empty chemical containers are washed as much as 3 times before being stored in temporary store for hazardous wastes before being collected by a licensed contractor for hazardous waste collection. Some empty containers are triple rinsed and reused to store water used for chemical mixing while in the field while some are used as waste rubbish bins in the housing area. PPE and recycled chemical containers are stored in PPE warehouse. Waste water generated from PPE washing are collected, and reused for agrochemical mixing in the field. There were no evidence of indiscriminate dumping of used chemical or pesticide containers in the estates.

There is no evidence of aerial spraying of pesticides done in any of the estates.

The company does not employ pregnant and breastfeeding women to conduct agrochemicals application work such as spraying. Female workers involved in chemical application who are pregnant and breastfeeding are transferred to other types of work

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

**Findings:**

The organization has been defined OHS policy that signed by Country Head on May 22, 2017. The policy written in Bahasa Indonesia so can easy to understand

**Compliance status:**

Yes  No

NCR No: -

by all workers at all levels and functions within the organizations. The policy was cover mitigation of risks to workers health and safety by provided safe and health working conditions/environmentals. The policy has been socialized and communicated to all workers, for example by put copies of policy at some locations that easy to access and readable. Based on on-site interview with some employee at workshop, harvesters, and sprayers evidenced that the policy known by them. The policy also has communicated to workers officially, for example official report regarding socialization of policies at Bambu Kuning, Bumiarjo, Suka Mulya, and Dabuk Rejo estates, and Mill.

OHS plan of PT BCP for 2017 has been established and implemented. The plan was cover targets for improving OHS performances, i.e.: "Program Kerja Organisasi P2K3" PT Buluh Cawang Plantations – 2017 (FRM-GEN-016). And Program K3L – 2017 of Bambu Kuning Estate. The plans was included master ground, PPE need identifications, PPE use socialization to field workers (harvest, sprayer, stores, and workshops), OHS awareness program for workers, OHS (P2K3) meetings, inspections of emergency equipments and fire. Some of records and documents of OHS plan implementation were reviewed, e.g.:

- Report of P2K3 activities for period January to March 2016 to Manpower and Transmigration Agency of OKI District, South Sumatera Province. OKI, dated April 15, 2016.
- Report of P2K3 activities for period April to June 2016 to Manpower and Transmigration Agency of OKI District, South Sumatera Province. OKI, dated July 19, 2016
- Report of P2K3 activities for period July to September 2016 to Manpower and Transmigration Agency of OKI District, South Sumatera Province. OKI, dated October 19, 2016.
- Report of P2K3 activities for period October to December 2016 to Manpower and Transmigration Agency of OKI District, South Sumatera Province. OKI, dated January 24, 2017.
- Report of P2K3 activities for period January to March 2017 to Manpower and Transmigration Agency of OKI District, South Sumatera Province. OKI, dated April 22, 2017

The above reports containing records of OHS implementation program, routine meeting of OHS, objectives and targets achievements review, OHS performance (e.g.: accident statistic), next action plan and etc.

Mechanism for risk assessment was defined, i.e.: "procedure of Identifikasi Aspek Dampak Lingkungan dan K3" document no. PRO-GEN-008, Rev. 04, dated October 01, 2014 and "SOP Petunjuk Pengisian Identifikasi Aspek/Bahaya K3 dan Dampak/Resiko K3" document no. SOP-GEN-009, Revision 4, dated October 01, 2014. There is documented identification of rsik assessment at PT Buluh Cawang Plantations (Bumiarjo, Dabuk Arjo, Suka Mulya estates and mill) and Bambu Kuning estate. The risk assesment was cover all processes and activities. The last risk assessment was conducted on January 31, 2017.

There is sufficient evidence that workers involved in the operation appropriately trained in safe working practices. Based field visit and on-site interview with field workers (harvester and sprayer) found the workers was provided appropriate protective equipments (PPE) such as shoes, helmet, glasses, and groves for harvesters. And helmet, mask, apron, shoes, rubber gloves, and glasses for sprayers. The workers also can demonstrate their knowledge and ability on how safe working practices. Based on interview, informed that PPE provided to workers freely and will replacd when damaged. The organization has defined PPE's Matrix that contain information PPE needed for each activities. List of PPEs distribution are available such as: List of PPE Distribution (FRM-GEN-031) and Official report of PPE distribution PT BCP Dabuk Rejo estate dated March 10, 2017, reported that some PPEs has distribute to harvesters, sprayers, loading workers, drivers, and operators.



The organization has defined OHS training programs, and records of training are available. Some records related to training of safe working practices were reviewed as explained on criterion 4.8.

The organization has identified a responsible team to implement OHS. The team is OHS committee or namely "Panitia Pembina Kesehatan dan Keselamatan Kerja (P2K3)". The P2K3 is regulated on decree of ministry of manpower No. 04/Men/1987. The P2K3 of the organization has approved by the authority agency, for example P2K3 of Mill has approved by Decree of Head of Manpower and Transmigration Agency of South Sumatera Province – OKI District Area Coordinator No. 34 / D.Nakertrans/P2K3/2017, dated April 27, 2017. The P2K3 of each estate has meeting program regularly every months. There is evidence that meeting between P2K3 and the relevant party within the organization was conducted every month. Minute meetings, attendance lists and others related documents are available. Sample verified as follows: Minute meeting and attendance list dated January 30, 2017 at Dabuk Rejo mill. The meeting was attended by 14 persons. The meeting was discussed about safety and others matters. Based on-site interview with some workers at Mill informed that they know about the P2K3 and their programs. Others minute meeting and attendance list of P2K3 meeting also were reviewed, i.e.: dated July 29, 2016, August 15, 2016, September 14, 2016, October 27, 2016, November 28, 2016, December 22, 2016, January 14, 2017, February 15, 2017 and March 10, 2017.

The organization has defined SOP for and accidents and emergencies i.e.: "Procedure of Emergency Action (PRO-GENN-014, Revision 06, dated March 18, 2016). The emergencies was identified in this procedure are major potential emergencies fires (mill, building, plantations, housing, and area), fuel tank leakages, CPO storage tank leakages, chemical spillage, and etc. There is evidence that if any accident occurred, any actions taken to ensure that the accidents has no recurrence next time, such as conducted investigate the accident and review the risk assessment. Sample verified e.g.: investigation reports "Laporan Penyelidikan Kecelakaan Kerja dan Saran Perbaikan" dated December 08, 2016 and November 11, 2016. Accidents records was reported to the local authority once per 3 (three) month together with P2K3 report. The SOP was written in Bahasa so easy to understand by all workers at all functions and levels within the organization.

The organization was assigned operators trained in first aid both estates and mill, for example: Cikwi and Sukat – certificate No. 560/18/Disnaker-trans/BW/2012, dated December 2012, training of First Aid at workplace (Pembinaan Training Pertolongan Pertama Pada Kecelakaan di Tempat Kerja), provided by Manpower and Transmigration Agency of OKI District, dated December 13, 2012. The training was performed in accordance Permenakertrans RI No. Per.15/MEN/VIII/2008.

There is evidence that first aid kits are available and adequately stocked as sampled on harvest and spraying activities. The first aid kits also available on offices, workshop, and chemical store. Monitoring book available to ensure that stock of first aid in accordance of Permenakertrans RI No. Per.15/MEN/VIII/2008. All accident recorded and review during P2K3 meeting and investigated to ensure that the similar accidents has no recurred next time.

Based on on-site interview with harvesters and sprayers evidence that interviewed workers provided with medical care i.e.: BPJS (obligation by government) The medical care was covered accident insurance. Meanwhile, the organization also provide Clinic (Puskesmas) for all workers. There is evidence that medical care (BPJS) provided by the organization is valid. Herewith evidence of insurance payment to Bank, i.e.: Rekapitulation of insurance payment for April 2017, registra-

tion no. GG00 0536. Detail information of payment as follow:

- Manpower no. 1,287persons; Wages: Rp 3,302,666,450
- Accident insurance (Jaminan Kecealakaan Kerja / JKK): 0,54%
- Old-day insurance (Jaminan Hari Tua /JHT): 5,70%
- Mortality insurance (Jaminan Kematian / JK): 0,30%
- Pension insurance (Jaminan Pensiun / JP : 6.00%
- Total of payment Rp299,676,081
- Payment slip of Mandiri Bank, dated May 15, 2017 for amount Rp299,676,081 to BPJS

The OHS injuries or accidents has recorded both 2016 and 2017 on document Statistik Kecelakaan Kerja. The document contained information or data of fatality, lost time, medical treatment (without lost time), total number of employee, reportable accident, total of lost time, total work hours, incident rate, ant etc. For example: at Bumi Arjo estate, during year 2017 until March was recorded as follow:

1. Fatality : 0
2. Work accident (lost time): 0
3. Medical treatment (without lost time: 1
4. Employee no: 265 persons (in average)
5. Total reportable accident: 1
6. Total lost time: 0
7. Total work hour: 139,811 hour
8. IR (poin 5 x 200,000 / poin 7) = 4,31
9. LTIFR (poin 2 x 200,000 / poin 7): 0
10. LTISR (poin 6 x 200,000 / poin 7): 0
11. Etc.

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

**Findings:**

The organization has maintain lis of workers and staf whom training must be provided. The list defined based on training need analysis.. The mechanism for training and evaluation has been established. Formal training has been defned, for example documented on document “Program Pelatihan dan Pengembangan Sumber Daya Manusia PT Buluh Cawang Plantation (FRM-HRD-024) – The program has been approved by organization’s HRR Manager. There is evidence that the programs has implemented, e.g.:

- Official report dated April 16, 2016, regarding training of harvest (inckuding safety matters) – The report has signed by Suka Mulya estate manager.
- Official report dated Februari 11, 2016, regarding training and fire fighting and first aid simulation. – The report has signed by PT BCP GM.
- Official report dated October 27, 2016, regarding training of fire fighting and first aid. – The report has signed by PT BCP GM.
- Official report dated May 18, 2016, regarding training of fertilizer – The report has signed by Suka Mulya estate manager.
- Official report dated April 15, 2016, regarding training of sprayingr – The report has signed by Suka Mulya estate manager.
- Official report dated March 31, 2016, regarding training of ienvironmental aspect and hazard identification and risk and impact assessment and controls – The report has signed by Suka Mulya estate manager.
- And etc.

Records of training each employee are available, i.e.: personal data document that contain personal informations, educations, experiences, seminars, trainings and etc.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

PT Buluh Cawang Plantation has EIA document (AMDAL) for PT Buluh Cawang Plantation plantation and Mill, capacity 100 MT per hour, as permit number 376/KEP/B.LH/2014. Dated on June 20<sup>th</sup>, 2014. And company also has Environment Permit as number 430/KEP/B.LH/2014 as integrated part of EIA document.

Company has identification of environment aspect and impact for all activities including impact of require change and personnel assigned to handle the impact, during this audit activities observed that there is no required changes

The AMDAL/EIA includes the mitigation of negative impacts and improves the positive impact. The negative impacts for the environment such as water pollution caused by waste water discharged to river/drainage; air pollution caused by emission from boiler and generator set. This water pollution impact was managed by regular monitoring of the quality of waste water to make sure the waste water discharged to river/ drainage was below permitted maximum limit. The air pollution was managed by maintaining boiler and generator set and regular monitoring and measurement of emission generated by them to make sure their emission were below permitted maximum limit. Negative social impact as identified during monitoring SIA. These impacts were specifically mentioned in the EIA report as well as in the activity of Aspect and Impact Assessment. To control both negative and positive impacts the company has provided a comprehensive management plan and written in the other document namely Rencana Kelola dan Pemantauan Lingkungan / RKL-RPL (Monitoring Report of Environmental Management Plan). This document was available at mill and estates

The monitoring report of RKL-RPL was performed twice a year as "Laporan Pelaksanaan Izin Lingkungan Atau Pelaksanaan RKL dan RPL PT Buluh Cawang Plantation Monitoring serta Program Community Development" (Monitoring Report of Environmental Management and Monitoring Program). The Report (Regular monitoring) shall be submitted to Government institutions and/or local Government. The RKL-RPL for first and second semester 2016 was available and has been submitted to the Local Environmental Agency of Ogan Komering Ilir (OKI) District (acceptance dated 24 March 2017) and Local Environmental Agency of South Sumatera Province (acceptance dated 24 March 2017). The Report includes monitoring and analysis result, for example : The last Monitoring of waste water quality, No. 04234/LHP/V/2017 dated 12 Mei 2017, The Last Monitoring of Ambient air, certificate No. 02818/LHP/IV/2017, dated 5 April 2017 and The Last monitoring of emission air, certificate No. 02818/LHP/IV/2017. However during this surveillance audit, it was found there is no sufficient evidence that monitoring of UKL-UPL on land 1,200 ha has been conducted in accordance with monitoring matrix as stated on UKL-UKL documents and environmental license. This is raised as non conformity.

**Compliance status:**

Yes  No

NCR No: RSPO1253  
P&C 5.1.3

There is no sufficient evidence that monitoring of UKL-UPL on land 1,200 ha has been conducted in accordance with monitoring matrix as stated on UKL-UKL documents and environmental license.

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

**Findings:**

PT Buluh Cawang Plantations HCV assessment report was conducted on 2011 by Aksenta and undertaken by stakeholder participatory on July 2011. There are 3

**Compliance status:**

Yes  No



report authors are listed on RSPO e.g Ganip Gunawan, Yokyok Hadiprakarsa, Bambang Widyatmiko. Chapter 4 on the report informed overall landscape scope before outlining whether or not attributes are present within planted areas in chapter 5. Assessment resulted there are no HCV 1, 2, 3 present and total HCV areal (HCV 4, 5, and 6) within PT BCP are 236.6 ha. This assessment also identified 32 species of aves, and 3 species of mammals and the following details are 2 species categorized as CITES Appendix II (*spilornis cheela bido/serpent eagle* and long tail macaque/*macaca fascicularis*). Distribution of HCV areal at PT BCP are mapped and overlay with plantation map with 1:90.00 scale

NCR No: -

Based on implementation of HCV management records on period of year 2011-2016 are 1). Preparation of company regulation regarding the protection of flora and fauna are protected, 2). Installation/maintenance of boundary mark for HCV areas, 3). Patrols by forest security in conservation block 4). Installation of conservation attribute 5). Socialization of conservation areas to employee RTE species are non existing within company areal and another HCV (4,5,6) are present and managed and monitored by the company. Company have HCV management plan and based on field visit at HCV 4 at block 14 C Sukamulya estate, block 128, and block 115 bumiarjo estate found that company had implemented management plan for riparian, e.g chemical application boundary marking, signboard for conservation areas, and riparian revegetation with sungkai trees along the border

To prevent inappropriate hunting and collecting activities within their area, the company established a mechanism for conserve the HCV areas, illegal fishing and hunting, listed on procedure flora and fauna protection SOP-GEN-022. The evidence for workforce education are available for example berita acara/news events socialization for all worker, conducted on April 19th 2016. Company also conducted regular daily patrols to record of illegal fishing, hunting, and other illegal activities. All of records for daily patrols on each estate are available and verified.

There is rubber plantations at Dabuk Rejo covered 17.5 ha areas and sukamulya estate covered 2 ha existing as local communities right. Company have mapped the local communities right (rubber plantation) as HCV areal with 1:90000 scale. Field visit and interview with the local communities revealed that the communities has an agreement with company for rubber plantation management. PT Buluh Cawang Plantations also showed the memorandum of agreement with following details :

- Memorandum of agreement June 2nd, 2012 between PT BCP and Gajah Saprani related to 17.5 ha existing rubber plantation on company areas. Both of them have reached the agreement for respects and cooperate each others
- Memorandum of agreement June 1st, 2012 between PT BCP and Urip Sanyoto related to 2 ha existing rubber plantation on company areas. Both of them have reached the agreement for respects and cooperate each others

All of the memorandum of agreement are signed on stamp duty by both of companies and local communities side.

The company should be improve the management and monitoring of the areas that have been designated as conservation areas **It was raised as Observations / Opportunities for Improvement**

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

**Findings:**

There is list of waste products produce and list of pollution sources from the organ-

**Compliance status:**

Yes  No

NCR No: -

- ization's operations, as documented on "Identifikasi Sumber Limbah (FRM-EST-028, Rev.01, October 01, 2014). The identified sources of waste and emission are:
- Housing: Organic and anorganic waste; Waste management implemented by separate organix and anorganic waste and just put on the appropriate available bin at each housing. Then, the waste will be pickup once per 4 (four) day and delivered to land fill).
  - Empty Fruit Bunch (FFB): Waste management implemented by usage the FFB for fertilizer.
  - Trench water come form daily activities: Waste management implemented by developed permanent drainage to final discharge tank.
  - Pesticide containers; Waste management implemented by appropriate cleaning then keep on licensed temporary hazardous waste storage (TPS LB3).
  - Fertilizr sack, Waste management implemented by washing appropriately before keep on store.

The organization has establishe a documented procedure for waste management, i.e.: procedure name Pengelolaan Limbah (PRO-GEN-013, Revision 03, dated Januari 01, 2017,

Inventory of chemical and their container are available at chemical store and TPS LB3. The organization has sufficient infrastructure for store chemical appropriately. Otherwise, the organisation has licensed temporary store of hazardous waste (TPS LB3) including chemical container as required by the national regulations. The hazardous waste, then pick up and transport by third party who have licensed for it.

Based on field visit to chemical store found that the store have sufficient ventilations and lighting. Chemical was put according to type and containers. Information of chemicals are available on their containers and MSDS are available. Collection and disposal records of chemical and their containers are maintained, e.g.: document of Official Report No. 050/BA-PT.BCP/II/2017, concerning hazardous waste delivery, dated February 27, 2017. The document informed that hazardous waste of PT BCP pick-up and transported by PT Gema Putra Buana for further processes. Hazardous waste consist of used accu, used oil, used filter, used neon, used gloves, contaminated containers, catridge and etc. Hazardous waste manifest of the stipulated waste as required in the KEP-02 / KA BAPEDAL / 1995 regarding Hazardous Waste Manifest are available.

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

**Findings:**

The Company has increased the efficiency of the use of fossil fuels and renewable energy optimization. Total fresh fruit bunches processed in 2016 (January-December 2016) of 193,424.84 tons, total fuel use of diesel + gasoline as much as 350,300 liters, so that the total consumption of diesel / fresh fruit bunches processed was 1,811 liters / tonne of fresh fruit bunches.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

The company has zero burning policy namely "Environmental policy" signed by Group Plantation Head of Wilmar, where it stated that all activities among PT Wil-

**Compliance status:**

Yes  No

NCR No: -

mar Plantation since land clearing both for new plantation and replanting activities not using fire. The company uses manual or mechanical method for land preparation.

It was observed during field verification there is no evidence company using fire for land preparation.

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

**Findings:**

PT BCP estate has identified the activities that produce greenhouse gas emissions, among others:

- a. Production of fresh fruit bunches
- b. application of fertilizer
- c. Application of pesticides and herbicides
- d. The use of fuel oil
- e. etc

The mill has identified the activities that produce greenhouse gas emissions, among others:

- a. The use of fuel
- b. Transportation CPO
- c. Liquid waste
- d. Use of chemicals
- e. etc

The company (estates & mills) has identified significant pollutants and greenhouse gas (GHG) emissions such as CO<sub>2</sub>, CH<sub>4</sub>, HCFC, and N<sub>2</sub>O and plans to reduce or minimise them (include objective, targets and timelines) example using renewable energy in mills, apply of fertilizer appropriate with procedures, maintenance of truck, exam of vehicle emission, etc.

PalmGHG Summary Report for year of assessment = 2016. Final emissions value per product is CPO = 1.90 tCO<sub>2</sub>e/tCPO

Overall emission summary:

Total field emissions (tCO<sub>2</sub>e):

Own Crop = 97,724

Outgrower = 42,485

Others = 53,214.40

Total Mill = 193,424.84

Emissions :

Field Emission (Own Crop) = 45,04%

Group = 12,15%

Outgrower = 32,68%

Mill Emission = 10,13%

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

Document of Social Impact Assessment (SIA) has been developed covering all estates and mill. There are covered into two documents: a) SIA Of BCP 2011, conducted by Aksenta, covering Bumi Arjo Estates, Dabuk Rejo Estates, Suka Mulya Estates and Dabuk Rejo Mill. B) SIA of Tania Selatan 2009, conducted by Daemeter, covering Bambu Kuning Estates and other Tania Selatan Estates and Mills. The whole process of compose SIA document has demonstrate community involvement in the process of public consultation and focus groups (focus group

**Compliance status:**

Yes  No

NCR No: -

discussion) - (photo). The finding has analysed, presented into tabulations, matriks and description.

Potential impacts has been identified, such as: a) Villagers Relocation; b) Land Acquisition; c) Access to Natural Rsource; d) OSHA; e) Community Perceptions; f) Labor Market; g) Minor Group Marginalization; h) Social Conflict; i) Income improvement; j) Human capital improvement; k) Empowering Community Organization; l) The Change of environmental habit and behaviour. As the next step, the company has developed a social impact management plandocument each year. In the document shown allocated time required to carry out any social programs in the community, including the allocation of time to conducted regular monitoring in every three months. Monitoring program is planned for any social programs that's had been implemented by company.

Company showed record of Minute of Meeting, Januari 08<sup>th</sup> 2016: Review of SIA Management Plan 2016, signed by BambuKuning Officer and Stakeholders. The meeting attended by 16 attendances. Plan of Impacts Mitigation covering: a) Monitoring Report of Social Impact Management Plan 2016; b) Social Impact Management Plan 2017, which consist of impacts as presented on the SIA documents. The management Plan detailing into matriks that consist of the program, location and monitoring method. This document has also mentions time tables and the PIC of each impacts management program/activities.

There is no significant changes have been made regarding the Social Impacts Management Plan. Most of the impacts management sustaining the last program to improve positive impacts. There is no particular attention to smallholder except for Bambu Kuning Estate. Program that impacts to smallholder has developed. There are Human Resources Cappacity building that consist activities such as Extension and Training of Smallholder. On behalf of PT Tania Selatan, Bambu Kuning estates have contributed to smallholder's program regarding HCV activities at smallholder's areas (purchasing materials for signboards).

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

**Findings:**

List of Stakeholder has covered all impacted communities (villagers and contractors). Pro-BNM-010 regarding "Communication, Consultation and Coordination with Stakeholders" has developed. There are procedures regarding land acquisition, land compensation and procedure of conflict handling. The procedures made by company but have been publicly consulted to local communities. Evidences showed during audit were 3 meeting records that has cover all impacted areas that has been conducted in May 2017. Public Speakers has appointed as showed by audit evidences as follow: a) Document No. 018/SK-BCP/IV/2017 regarding The Appointment of PT BCP Public Speaker, the personnel in charge are AndriSuseno SH and Apriyal Jaya Harahap SH. b) Doc No: 2610.01/TS-HRD/SK/I/2016 regarding The Appointment of PT Tania Selatan Public Speaker, the personnel in charge are AndriSuseno SH, Apriyal Jaya Harahap SH and UusSudarmadi. There is an Annex that consist of clear proper job description (Authority, rights, responsibility and duty).  
 The stakeholder list has been maintained by routine meeting in order to update the

**Compliance status:**

Yes  No

NCR No: -

stakeholder list. The list revised (updated) after the meeting described as follow:

1. List of Stakeholder: a) Tania Selatan (BambuKuning), No. Doc. FRM-GEN-033, Rev #6, December 1<sup>st</sup> 2016; b) PT BuluhCawang Plantation, No. Doc. FRM-GEN-063, rev #6, May 1<sup>st</sup> 2017.
2. Consist stakeholder of: a)Province Governance (40); b) District level Governance (20); c) Police Department (8); d) Sub-district Governance (5); e) Local Villages Governance (20); f) TNI (6) Smallholders (8); g) NGO (9); h) School and University (7); i) Health Facilities (4); j) Bank (3); k) Contractors and Suppliers (166).

Regarding the SOP No. Pro-BNM-014, the document updated every 6 months. There are evidences showed during 4<sup>th</sup>surveillance:

1. Incoming and Outcoming Letters Logbook 2017, of SukaMulya Estate, DabukRejo Estate and BumiArjo Estate and BambuKuning Estates (Tania Selatan).
2. Every letters has been responded before the maximum date, as the procedure requirement

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

**Findings:**

Same as 3<sup>rd</sup> surveillance result, complaints handled by PT. BCP has two types, namely: (1) complaints from the external stakeholders of the company from the outside; (2) internal complaint from the employee.

First, in the handling of complaints and external complaints governed by the conflict resolution mechanism. Mechanisms and processes in the settlement of Land Conflict and Non Land Conflicts set up in the SOP Conflict Resolution Mechanism No. PRO-BNM-001. In the SOP described mechanism Conflict Resolution Procedure (Points 5.1, 5.1.1, 5.1.2, 5.1.3, 5.1.4, 5.1.5, 5.1.6, 5.1.7, 5.1.8, 5.1.9), For non land conflict resolution mechanisms described in Conflic of Non Land (Points 5.1., 5.2.1, 5.2.2, 5.2.3, 5.2.4, 5.2.5, 5.2.6, 5.2.7, 5.2. 8). Understanding of the dispute resolution procedures of land and non-land conflicts done by socialization SOP Conflict Resolution Mechanisms in the Minutes.

Second, in the handling of complaints and internal complaints of employees set in SOP Handling Employee Complaints Doc. No. PRO-GEN-015. In the SOP describes a mechanism to regulate employee complaints made by filling in the form of complaints that have been provided by the company. Then it was reported to the direct superior and coordinated by the HRD Manager. HR Manager will analyze the problems experienced by the employee, then the decision will be issued by the HR Manager. The result of the HR Manager will be informed to the employee who filed the complaint.

Company's Officers responsible with complaint are: a) FC Plasma; b) PGA; c) CDO; d) Unit Head and public speakers. Both procedures have been communicated to external and internal stakeholders. Interview regarding these procedures has conducted during surveillance with workers (maintenance, harvester and office administration) and stakeholders (head of villages: DabukRejo and BumiArjo). All stakeholders convinced that they aware about the complaint/grievances mechanism and procedures.

**Compliance status:**

Yes  No

NCR No: -

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

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| <p><b>Findings:</b></p> <p>Company still using procedure doc. No. PRO-BNM-024, revised at October 1st 2014, regarding Identification impacted parties that have rights to receive compensation for Planting Grow. Point VII of the procedure consists of identification procedure. It prepared by the Companys management and has been communicated and distributed to stakeholders. The procedure refers to relavant regulations (National, province and district governance). Smallholder Program (BambuKuning) Prepared conducted by government and the company implemented by obeying the regulations.</p> <p>Theres no new compensation payment and negotiations record since the last surveillance. Company's shows its document regarding negotiated agreements and all document shows that some conflicts could meet agreements (DabukRejo and BambuKuning). Chronology of conflict has developed as separated documents.Affected parties and (for some cases) the participations of mediator recorded on these documents.</p> | <p><b>Compliance status:</b><br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |
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**Criterion 6.5: Pay and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.**

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| <p><b>Findings:</b></p> <p>Still consistent withlast surveillance result, there are types of employees at BCP estates and Mill (and BambuKuning estates):</p> <ol style="list-style-type: none"> <li>1. Daily freelance employee (<i>Karyawan Harian Lepas</i>) is a seasonal employee and paid by the company based on working month, and didn't get any employment benefits. KHL can be recruited as permanent employee if worked consecutively for 21 days within 3 months and get paid not later than day seven every month. The employment agreement between KHL and company regulation by the <i>SOP Perjanjian Kerja Harian Lepas</i> No.Document : FRM - HRD – 006, date August 15, 2015.</li> <li>2. Daily fix employee (<i>Karyawan Harian Tetap</i>) is recruited by company as permanent employee with three month probation period. KHT working as long as 25 day in every month. For grade 2A get on working period allowance and rice allowance based on company regulation and in accordance with family status. KHT getting paid not later than seven every month. The employment agreement between KHT and company ruled by <i>Perjanjian Kerja Bersama (PKB) 2016-2018</i>.</li> <li>3. Fix Employee (<i>karyawan</i>) is recruited by company as permanent with three month probation period. Grade of fix employee from 2B until 2D and they are getting position allowance, working period allowance, rice allowance based on company regulation and in accordance with family status. The employment agreement between fix employee with company ruled by <i>Perjanjian Kerja Bersama (PKB) 2016-2018</i>.</li> <li>4. Staff is recruited by company as permanent employee with three month probation period. Grade of staff from 3A until 10 and getting paid on the 25 every month. The agreement between staff and company ruled by <i>Perjanjian Kerja Bersama (PKB) 2016-2018</i>.</li> </ol> <p>KHL, KHT, permanennt employee and Staff obtain proof of payment salary from company. Payment made up by company based on status and position of</p> | <p><b>Compliance status:</b><br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |
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employee. The decision of salary refers to Upah Minimum Sektoral Propinsi (Provincial Sectoral Minimum Wage). Evidences showed during audit (samples) detail as follow: Contract for KHL No. 109/PKHL-HRD/XII/2016, Hartono, Maintenance, and act as representatives of 16 maintenance workers (list with signature attached); Contract Consist of: a) Art. 1 mentioning of worker type, working hour, job description and responsibilities; b) Art. 2 mentioning about working relations and wage, detail for the type of jobs (harvesting and maintenance); c) Art. 3 mentioning about worker insurance.

Base on the contract, both parties agree that decent living wageis refer to local province regulation. Definition living wage refers to Province Governance Letter Number: 0669/KPTS/Disnakertrans/2016 regarding Minimum Wage of South Sumatera 2017, Rp. 2.388.000. Based on these regulations, the minimum daily wage is Rp. 95.520,00. Compliance to these regulations showed as follow:

- a. Payment slyp of KHL: 1) Sugiarti (Rp. 2.061.140); 2) Waginem (Rp. 2.032.640); 3) Sumarsi (Rp. 2.051.640. All of these slyps were calculated for 20 working days, means that they receive payments above the minimum wage (above 100.000 rupiah in average)
- b. Payment slyp KHT: 1) Suyamini (Rp. 2.529.550); 2) Yurinah (Rp. 2.529.550); 3) Marsini ((Rp. 2.529.550).

Payment evidence of salaries explain in detail about the employee status and employee position, including working hours and also overtime (for Karyawan Harian Lepas not earn overtime). All payroll is available in Bahasa, including Letter of Agreement of company with their agreement using Bahasa and signed by the employee and company representatives. Evidences found at mill are that show compliances are: 1) SuratPerintahLembur: FRM-MIL-024; 2) SuratPerintahLembur: 3) SPL Maintenance 08 Juni 2017, 17 workers (below 4 hours); 4) SPL Maintenance 08 Juni 2017, 16 workers (below 4 hours).

Company payroll system refer to the applicable regulations of Labor Law No. 13 In 2003, the Ministry of Manpower and Transmigration Decree No. KEP-100 / MEN / VI / 2009 on Provisions Implementation Agreement Part Time Work particular, the Decree of the Governor of South Sumatra Number: 838 / KPTS / Manpower / 2015, Decree Disnakertrans 925 / KPTS / Manpower / 2015 and 117 / KPTS / Manpower / 2016 About Minimum Wage 2016.

The company also provide housing facilities for Karyawan Harian Tetap (KHT), employee and staff. For Karyawan Harian Lepas (KHL), company doesnt provide housing facilities. Housing facilities supply clean water and electricity, and for health facilities provide in Bumi Arjo Estate, Mill Dabuk Rejo, dan Bambu Kuning Estate. Company only provides school children (kindergarten). Evidence showed during audit regarding worker facilities were:

1. BCP (3 estates): Capex Budget 2016 and Budget 2017. Consist information regarding company's capital expenditure for: a) Water Plumbing; b) electric installation; c) Building renovation; d) Infrastructure; e) Furniture for staff; f) Vehicle for manager; g) Domestic equipment; h) building semi-permanent
2. BambuKuning: Capex Budget 2016 and Budget 2017. Consist information regarding company's capital expenditure for: a) Water Plumbing; electric installation; 3) Building renovation; 4) Infrastructure; 5) Furniture for staff; 6) Vehicle for manager.



Field observation on emplacement found that some housing and health facility has been renovated and education facilities (kindergarten) were in good conditions.

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

**Findings:**

Company ensured freedom of association for employee and it's ruled in Perjanjian Kerja Bersama, Chapter II as follows : (1) chapter 7 : recognizing of employee right; (2) chapter 8 : recognizing of worker union again investor right; (3) chapter 9 : facilities and assistance for worker union; (4) chapter 10 : investor commitment to worker union; (5) chapter 11 : worker union commitment to investor right.

Company respect to the existences of labour union, adopted policy of freedom of association and fully implementing collective bargaining agreement. Base on interview result with maintenance and harvesting workers (KHT, KHL) at Mill, Dabuk Rejo and Bambu Kuning estates found that company guarantee their freedom of associations including being a member of worker union. Every worker who join worker union will be deducted with union contribution fee every month (The deduction specifically mentioned at the payment slyp).

Meeting between company and worker union conducted in every six month and incidental meeting can be conducted if any problem (as example demand for increasing of overtime and aspiration from worker). Every bipartite meeting documented in Minutes of Meeting Bipartite. The last meeting conducted in May, 9th 2017. The Meeting Record of LKS Bipartit attached with photos showing the meeting process and attendant list, consist of 8 attendants.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

Company has been developed Policy about Worker Under 18 Age. In that policy stated company prohibited and should not employ children under the age of 18 years. Minute of Meeting, February 24<sup>th</sup> 2017 regarding socialization of: a) Minimum age worker requirements; b) Human rights; c) wage improvement 2017. Meanwhile, based on interview with Karyawan Harian Lepas (KHL), Karyawan Harian Tetap (KHT), Fix employee (karyawan), Staff found that company still has a strong commitment in implementing policy regarding under 18 age worker policy.

List of workers has been showed during audit, the youngest worker were born in 1998 (Mashuri Ahmad, Kernek Grader, join date Oct 10th 2016). Observation at working areas has conducted during audit and there's no worker under minimum age found. Signboards showing the restriction of worker under minimum age could be found at every estates office.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

Company still show their commitment regarding their Policy About Equal Opportunity. Mechanism on this policy included: (1) Information related with job announcement: informed to village surrounding plantation area; (2) recruitment and

**Compliance status:**

Yes  No

NCR No: -

selection conducted by recruitment staff in Liason Office (LO) Palembang; (3) Training, career development and service condition conducted based on appraisal of annual Key Performance Indicator (KPI); (4) Personal Note in which every employee having a right to access personal note; (5) General. SOP and Company Policy available for relevant stakeholder. Based on observation and interview conducted on 26-27 July 2016, SOP and Company Policy had been distributed to relevant stakeholders and also implemented into plantation operation.

There is no evidence of discrimination in this company. Workers come from various ethnic groups in Indonesia such as Java, Malay, Batak, and others. The workers also come from various religions. Interview with maintenance worker and harvester worker confirmed that there is no indication found in working areas and em- placement areas showing discrimination issues among worker and staffs. This policy has also clearly stated at Company Regulation 2016, article 3, point 7, “Company open equal opportunity to each individual person with respects, dignity, free from discriminations based on gender, race, ethnic, religion and believe back- grounds”.

Audit evidences have been showed during audit name as Personal Map, regarding worker credentials and recruitment process: 1) YanuarAidilAdha, Jr. Boiler; 2) Su- daryanto, Engine Driver PKS; 3) WayanSudarmo, Jr. Operator Engine Room. Each map consist of a) KTP/KK; b)Memorandum Intern untukpenempatan; c) Su- ratPangkatansebagaikaryawanbulanan (Offering letter); d) Suratkepu- tusanpenyesuaiangaji; e) permohonancuti; f) Suratkuasapemotongangaji; g) Su- ratpengantarberobat;h) Resume (SKKB, STTB, SKS). These evidences proof that worker recruitment; placement and remuneration manage by system and no indica- tion of discrimination.

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

**Findings:**

Company still holdsa policy on sexual harassment. Socialization of this policy had been done by gender committee and the other method of socialization is display policy on sexual harassment through informational board in every estate. This poli- cy has documented, implemented and become a part of gender committee pro- gram. Training and socialization of gender committee related with violence and sexual harassment are as follows :

1. Socialization on Gender and sexual harassment
2. Socialization on Reproductive right and health reproduction

The gender committee has developed Working Program 2016/2017. There are records regarding their aktifitas. Attendant list of all activities attached to gender committee report. The main issues were: “Sexual harrasement to female worker”, “Female worker rights and obligatoion”, “reproduction rights and health”. Based on Committee gender Grievances logbook, there is no report from worker recorded and/or listed on that book. During interview, female workers convinced that they understand the points of the socialization (organized by Gender Committee). They also know and aware of the complaint/grievances mechanism, and the officers re- sponsible in handling the reports.

**Compliance status:**

Yes  No

NCR No: -

Company still respects the Policy regarding Protection on Reproductive Right that stated in the *Perjanjian Kerja Bersama* 2016-2018 Chapter VII, article 35. In the article 35, maternity leave explain : a) For female employee that will deliver are entitled to maternity leave for 1.5 month before and 1.5 month after. Female worker should filling maternity leave form and attached with a recommendation letter from local health facility. Female workers also has a right of period leave, a day per month. They must notify the supervisor or recommendation from company's paramedics. This policy has also been documented in *Perjanjian Kerja Bersama (PKB)*, has been implemented and well communicated to all levels of employees with the support of the Gender Committee. Interview with spraying workers found that they aware of this regulations.

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

**Findings:**

Price of Fresh Fruit Bunch (FFB) decided by market price of crude palm oil and kernel from *Dinas Kehutanan dan Perkebunan*. The price of FFB publicly into informational board, this method is being chosen to minimize complaint from FFB supplier. If complaint happened about FFB prices, the situation like that will be handled by person in charge to handle complaint from mill. According to the SOP-MIL-045 regarding FFB Price Calculation, there are some steps that must be follow: a) The Bottom Reduction Price (Harga Pokok Produksi) will always conduct every day by Regional Office (kanwil) logistics; b) The variables are: CPO/PK proces, processing cost, randemen estimation, transportation cost. The formulation has been integrated into a computer software calculation system.

Supplier understands regarding the FFB price as they signed their FFB trading contract. The contract clearly states clauses as follow: 1) Art 3, FFB Price agreement based on market price that refer to CPO and PK prices; 2) The FFB price will be communicated to supplier by phone and/or text messege; 3) Payment periods maximum 5 days after SPB accepted by Mill. During audit, company showed list of FFB prices according to transactions with PT SSK (outgrower) and Sikin (middleman).

Model of documentation and record of transaction handle by logistic. Accurate record based on how much FFB entered to weigher and after that will be informed to Liason Officer (LO) in Palembang. Payment done by LO in Palembang through back transfer to supplier. Slip of payment documented by LO in Palembang and copy of payment give to supplier. In the supply chain view, there is no middle man between smallholder and mill, FFB prices decided and agreed by supplier and mill. Every supplier must be comply with mill regulation related with Health and Safety. There are evidences showed regarding the transaction mode:

1. SinarSasongko: a) Weighing Record, No. BCDR0122153; b) Sortation Record, June 13<sup>th</sup>, 2017; c) SPB No. 21531/VI/17; d) Bank Transaction slyps of Payment
2. Sikin: a) Weighing Record No. BCDR0122275; b) Sortation Record, June 15<sup>th</sup> 2017; c) SPB No. 197; d) Bank Transaction slyps of Payment.

These records show that company comply the agreement regarding FFB price and payment schedule.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

As stated at Company Regulations 2016, article 3, point 5, company has commitment to contribute to local development by developing Community Development Program. Audit evidences such as Document of CD/CSR Program 2016, records of implementations, meeting records and payments slips. The CD/CSR program has considered SIA Documents, company's operation areas as group and stakeholder consultation result. CD/CSR program activities that has implemented in 2015 are donation for:

- a. Infrastructure
- b. Education (Incentives for In-permanent Teachers)
- c. Socials community
- d. Religious (Rehabilitation of Local Public Facilities)
- e. Economic
- f. Culture, local ceremony and sport
- g. Emergency response.

The local development need and priorities identified during social impacts management development. Evidences showed during audit were: 1) BCP: a) CSR Program Realization 2016; b) CSR Program Plan 2017; 2) BambuKuning: a) CSR Program Realization 2016; b) CSR Program Plan 2017. Effort To improve proven as the improvement of company's budget regarding contribution to local development, from 78 million rupiah per year to 150 million rupiah per year. Total local contribution at 2016 was 116 million rupiah. It's about 50% over the budget.

There are independent smallholders(Bambukuning village) that consist of 14 village cooperative unit. This association become independent out grower and registry in the Mill of Dabuk Rejo. There's no particular attention to smallholder. Company has appointed and pays an officer as Field Conductor responsible to smallholder activities. Program that impacts to smallholder are Human Resources Capacity building that consist activities such as Extension and Training of Smallholder. Company also supporting the smallholder to reach RSPO certification, and contribute some material as HCV area signboards.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

There is no migrant worker found at all estates and mill. Most workers (low and middle level) come from Sumatera and Java Island as personal purpose. No worker that organizely recruits from other island as transmigrant worker. PT Buluh Cawang Plantation only recruit migrant worker for managerial positions (staff up – expatriate), there's no migrant worker for casual workers. All harvester and maintenance worker (permanent and non permanent) are Indonesian.

There is no indication found regarding forced or traffictlabour used within the company, no substitute contract occurred. Interview results with workers convinced that

**Compliance status:**

Yes  No

NCR No: -

there is no trafficked labor are use. Company has no tools and or power to force the workers doing their duty. According to local head of village, most of local/village workforces are absorbed in the rubber plantation. Worker could move on easily from working palm oil area to rubber (for low level worktype). The head of village state that company will be short of worker when the rubber prices were high.

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

**Findings:**

The company still holds a policy to respect human right as signed by GohIng Sing dated June 2014. Human Rights policy also include in Company Regulation 2016 article 3. Human Right policy as state by UN guiding principle on Business and Human Rights has detailed into 7 points. This statement has cover issues such as :

- a. Commitment to provide comfortable working environment
- b. Commitment to employ worker over 18 years old
- c. Prevent, report, and handling sexual harassment and violence cases (if any).
- d. Commitment to transparency
- e. Commitment to contribute to local development
- f. Commitment to environment sustainability
- g. Commitment to equal opportunity

Freedom for associations has state as special documented policies. All of this commitment regarding human rights has been communicated to all level of workers. Most of communication events conducted on a Morning Meeting (Master Ground). Company show example regarding the communication process, such as Ex. Minute of Meeting, February 24<sup>th</sup> 2017 regarding socialization of: a) Minimum age worker requirements; b) Human rights; c) wage improvement 2017. A short verbal testing (quiz) has been conducted during audit by auditor to harvester and maintenance female worker regarding their awareness to company's policy. They all could easily answer the question regarding.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.

**Compliance status:**

Yes  No

NCR No: -

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

**Findings:**

There is no new plantings or operations, or expanding existing ones, then the

**Compliance status:**

Yes  No

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| whole criterions under principle 7 are not applicable.  | NCR No: -   |
| <b>Criterion 7.4: Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b>  |   |
| <b>Findings:</b><br>There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.  | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |
| <b>Criterion 7.5: No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b>  |   |
| <b>Findings:</b><br>There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.  | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |
| <b>Criterion 7.6: Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreement</b>  |   |
| <b>Findings:</b><br>There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.  | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |
| <b>Criterion 7.7: Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b>  |   |
| <b>Findings:</b><br>There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.  | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |
| <b>Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.</b>  |   |
| <b>Findings:</b><br>There is no new plantings or operations, or expanding existing ones, then the whole criterions under principle 7 are not applicable.  | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |
| <b>Criterion 8.1: Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</b>  |   |
| <b>Findings:</b><br>There is evidences of continuous improvement in some key operations of the organization, such as:<br>- Biological methods for Rat control by using natural predator (tyto alba) has been effectively to control Rat population, and finally can reduce the chemical usage.<br>- Methane Capture has been operated and can reduce fuel fossil consumption significantly.<br>The organization has defined and impemented a program for continuous improvements at all key processes within the organization, such as mill's operation best practices, GAP, social matters, manpowers, OHS, environmental and etc. | <b>Compliance status:</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>NCR No: - |



The following is a summary of findings made for the criteria listed in the RSPO Supply Chain Certification 2016 with selected supply chain model Mass Balance (MB) for detail information about company's compliances to RSPO P & C .

**Module E CPO Mill: Mass Balance**

| <b>E1 - Definition</b>  |  |
|---|--|
| <p><b>Findings:</b></p> <p>PT Buluh Cawang Plantation Mill on year 2016 was receiving approximately 50,52% of its supplies of fresh fruit bunches (FFB) from 1 company-owned estates comprising of 4 divisions (BumiArjo, SukaMulya, Dabuk Rejo and Bambu Kuning) and the remaining 49,48% from the company's smallholder schemes, and independent out growers around the mill.</p> <p>The company has smallholders groups supplying FFB to PT BCP which is certified as RSPO independent smallholder, while the mill only purchases FFB from independent.</p> <p>The company implements SCC-RSPO with "Mass Balance (MB)" model according to the nature of mill FBB supply condition. The following is a description of the company's supply chain management system according to the RSPO SCCS requirements (it was assessed/audited against Module E), including status of compliance of the company and their outsourced third parties to RSPO SCCS requirements</p> <p>Buluh Cawang Plantation Palm Oil Mill is producing Crude Palm Oil (CPO) and Palm Kernel (PK). During 4<sup>th</sup> surveillance assessment, the company has register their transaction in the RSPO IT System. The company sell their product claiming it as certified sustainable palm oil (CSPO) or certified sustainable palm kernel (CSPK) since August 2016.</p> <p>The company implements SCC-RSPO with "Mass Balance (MB)" model and the module the mill was assessed against i.e Module E of the RSPO Supply Chain Certification Standard, according to the nature of mill FBB supply condition.</p> <p>Certification for CPO mill is necessary to verify the volume of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. The mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In this scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as Mass Balance (MB).</p> <p>The following is a description of the company's supply chain management system according to the RSPO SCCS requirements, including status of compliance of the company and their outsourced third parties to RSPO SCCS requirements :</p> | <p><b>Compliance status:</b><br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |
| <b>E2 – Explanation</b>   |  |
| <p><b>Findings:</b></p> <p>Based on Mass Balance document, the Mill has produced certified CPO for year 2016 is 26,247.31 MT and PK is 8,156.69 MT. Meanwhile the selling CPO &amp; PK claimed as CSPO and CSPK year 2016 is 18,344.38 MT and 6,449.51 MT.</p> <p>The projections of certified CPO and PK that could potentially produce in year 2017 base on potential FFB processed 199,600.00 MT (50,63 % from own estates), will produced CPO projection for year 2017 is 21,616.20 MT and PK is 6.477.78 MtT.</p>  | <p><b>Compliance status:</b><br/> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>NCR No: -</p> |



The 2017 projection are base on planning of FFB processed in year 2017. The OER projection for year 2017 is 21,39% while the KER projection is 6,41 %.

For certified product transaction process, PT BCP register in eTrace with registration no. RSPO\_PO1000001043

**E3 – Documented Procedures**

**Findings:**

PT BCP – Dabuk Rejo Mill has established documented procedures for implementation of SCCS requirements. There are a set of existing procedure consist of :

1. SOP Pengoperasian Timbangan (SOP-MIL-001; Rev. 03, Effective date March 17, 2016)
2. Prosedur Penerimaan TBS (PRO-Mill-001, Rev. 04, Effective date April 20, 2017)
3. SOP Ketelusuran untuk Produksi CPO dan PK (SOP-Mill- 056, Rev.02, Effective date April 20, 2017)
4. SOP Mas Balance (SOP-Mill-057, Rev.02, Effective date April 20, 2017)
5. Prosedur Pengendalian Rekaman (PRO-GEN-002, Rev. 04, Effective date April 20, 2016)

The company has assigned personnel who have responsible to implement RSPO – SCCS as stated on “Surat Keputusan Nomor 174/BCP-PKS/MH/III/2016, dated March 01, 2016, tentang Petugas Penanggungjawab Pelaksana Supply Chain Certification Standar”. The personnel was assigned are M. Zalbihi Umri (KTU), Darlia (Log), Alberto Azda (QC), Robiyah (WB) and Supendi (Danton security). The SK was signed by Mill Head (Iskandar).

**Compliance status:**

Yes  No

NCR No: -

**E4 – Purchasing & Goods In**

**Findings:**

PT Buluh Cawang Plantation Palm Oil Mill has a mechanism to receive FFB both from certified sources and non-certified sources. The document to be verified from certified sources are : material delivery letter (Surat Pengantar Buah)including name of estate origin and barcode code for material delivered letter. Based on name of estate origin then weighbridge operator ensure that name of estate origin include in the list certified suppliers. If include in the list certified suppliers then it is status is FFB certified. Certification status will be stated on ‘Incoming Certified FFB Received’ report (daily, monthly and three monthly report) in weighbridge location. Non Certified status will be stated on “Incoming Non Certified FFB Received” report (daily, monthly and three monthly report) in weighbridge location as seen from sample documents e.g. delivery note (Surat Jalan), Weighbridge Slip and FFB Grading Report.

Until this surveillance audit, the mechanism fo receiving FFB both from certified sources and non-certified sources still the same. The required documents to be verified that the FFB are from certified sources are Weighbridge slip, Bunch Ticket including wet stamp from the origin estate and certified code and grading records. Whereas FFB from smallholders/out-growers are accompanied by delivery letter, and weighbridge slip (include non-certified FFB).

A person has been appointed to be responsible to check and ensure the FFB quality and quantity as per purchase documents i.e.security officer and weigh bridge operator. When receiving RSPO certified palm, personnel in the loading ramp are to verify physically the claimed category of the material.

**Compliance status:**

Yes  No

NCR No: -

The company also has mechanism to inform the certification body immediately if there is a projected overproduction.

A person has been appointed to be responsible to check and ensure the FFB quality and quantity as per purchase documents.

According to FFB reception procedure (5. Porcedure for FFB reciving doc.SOP/BSKPOM-LOG-003;rev.00, 1/9/15;) the mechanism of receive FFB in mill is :

- 1) Security guard will check the FFB delivery note or delivery note from the truck driver;
- 2) The truck driver shall doing weighing at weightbridge. Once done, the gross weight of the truck is taken;
- 3) At the time of doing weighing at weightbridge, the truck driver shall submit the FFB delivery note or delivery note to weightbridge operator. The weightbridge operator shall check whether the name of estate origin is including in the list certified suppliers or not. If included in the list certified suppliers, and then is the status is FFB certified.
- 4) Upon completion of weighing of FFB load, the FFB shall be sent to loading ramp. The truck's driver will unload the FFB and will return to the weightbridge to be weighed again;
- 5) The weightbridge operator will then generate the Weightbridge Slip and this will be kept together with the FFB delivery note or delivery note;
- 6) A copy of the Weightbridge Slip will then be given to the driver and attached with the FFB delivery note or delivery note. Both documents need to be sent back to the estate office or seller office by the truck driver;
- 7) At the grading platform, the quality of FFB (e.g. fresh, unripe, under ripe, rotten bunch & etc) shall be graded & recorded on the FFB Grading report.

PT BCP POM has recapitulation of production report for year 2016 & 2017, including volumes of FFBS received which is separated into certified and non-certified FFB volumes. Total FFB received include of FFB certified and FFB non-certified in year 2016 and year 2017.

**E5 – Records Keeping**

**Findings:**

The organization has established a mechanism for control and maintenance of the data and document used in production process following procedure of PRO-GEN-002 (Control of record Procedure ) including the requirement of retention time for all SCCS records and reports for at least for five (5) years. The storage and maintenance of documents is the responsibility of the respective departments.

The mill has record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO on daily basis and three-monthly basis including record for PK production. The material balance already inform about : incoming FFB from company's estate and outgrower of FFB processed, FFB produced, CPO production result including OER, PK production result including KER, product dispatch and balance in the storage tank including the mass balance percentage. Method of Mass Balance calculation has been explained on *SOP-Mill-057 issued on March 17<sup>th</sup>, 2016*.

All volumes of palm oil that are delivered are deducted from the material accounting system according to actual daily conversion ratios. The material balance can show deliver product sales from a positive stock

All volumes of palm oil that are delivered are deducted from the material accounting system according to actual daily conversion ratios. The material balance can show deliver product sales from a positive stock.

**Compliance status:**

Yes  No

NCR No: -

Mill indicated product name and supply chain model in Weighbridge Document, including information about RSPO certificate number, and Mass Balance for CPO and for Palm Kernel (PK) product.

Some documents were reviewed during this 4<sup>th</sup> surveillance , i.e.:

- Daily Report FFB, 01-Okt-2016
- FFB Grading Report, 01-Okt-2016
- Weighing List of Goods Issue, Daiy Report, Commodity Code: CPO, DO No. 2852112901
- Weighbridge Ticket, tanggal 01 Oktober 2016, Vehicle No. BH 8226 GU, Driver name: Salomo P.
- Delivery Order, DO No. 2852112901,
- Vehicle Control Form
- Mass Balance Record
- Shipping Announcement

The followings table are showing certified and uncertified FFB received, FFB processed, CPO & PK produced, and selling products claimed as CSPO & CSPK and CSPO & CSPK products for periods June 2016 until May 2017.

Table Certified and Uncertified FFB Reveived and Processed

| Month        | FFB Received (Kg)  |                   |                    | FFB Processed (Kg) |
|--------------|--------------------|-------------------|--------------------|--------------------|
|              | Certified          | Noncertified      | Total              |                    |
| Jun-16       | 3.279.006          | 1.106.162         | 4.385.168          | 4.385.168          |
| Jul-16       | 4.551.936          | 246.667           | 4.798.603          | 4.798.603          |
| Agust-16     | 5.955.167          | 3.156.425         | 9.111.592          | 9.111.592          |
| Sep-16       | 14.861.296         | 5.788.960         | 20.650.256         | 20.650.256         |
| Okt-16       | 24.720.508         | 10.730.278        | 35.450.786         | 35.450.786         |
| Nop-16       | 29.801.286         | 9.024.968         | 38.826.254         | 38.826.254         |
| Des-16       | 25.017.552         | 10.418.507        | 35.436.059         | 35.436.059         |
| Jan-17       | 20.216.358         | 6.622.669         | 26.839.027         | 26.645.187         |
| Feb-17       | 11.808.854         | 4.251.864         | 16.060.718         | 16.102.478         |
| Mar-17       | 7.021.297          | 1.420.967         | 8.442.264          | 8.424.454          |
| Apr-17       | 5.333.549          | 937.890           | 6.271.439          | 6.262.089          |
| Mei-17       | 5.261.655          | 2.235.748         | 7.497.403          | 7.534.873          |
| <b>Total</b> | <b>157.828.464</b> | <b>55.941.105</b> | <b>213.769.569</b> | <b>213.627.799</b> |

Table: CPO & PK Produced

| Month        | CPO Production (Kg) | Certified CPO (Kg) | PK Production (Kg) | Certified PK (Kg) |
|--------------|---------------------|--------------------|--------------------|-------------------|
| Jun-16       | 860.102             | 650.093            | 224.153            | 171.969           |
| Jul-16       | 787.120             | 783.379            | 216.076            | 212.640           |
| Agust-16     | 1.719.424           | 1.130.278          | 514.491            | 336.441           |
| Sep-16       | 3.751.132           | 2.712.021          | 1.197.032          | 865.286           |
| Okt-16       | 6.611.891           | 4.607.809          | 2.486.831          | 1.744.421         |
| Nop-16       | 7.556.774           | 5.811.743          | 2.605.174          | 1.996.327         |
| Des-16       | 7.209.834           | 5.084.352          | 2.340.216          | 1.653.558         |
| Jan-17       | 5.517.364           | 4.143.853          | 1.717.708          | 1.296.242         |
| Feb-17       | 3.483.678           | 2.563.170          | 1.096.066          | 807.305           |
| Mar-17       | 1.841.599           | 1.529.972          | 552.135            | 461.573           |
| Apr-17       | 1.416.839           | 1.203.760          | 354.092            | 300.374           |
| Mei-17       | 1.637.242           | 1.155.054          | 442.449            | 308.975           |
| <b>Total</b> | <b>42.392.999</b>   | <b>31.375.483</b>  | <b>13.746.423</b>  | <b>10.155.111</b> |

Table CSPO & CSPK Balance

| Month        | Certified Production |                   | Sales Certified Products |                  | Balance Products |           |
|--------------|----------------------|-------------------|--------------------------|------------------|------------------|-----------|
|              | CSPO                 | CSPK              | CSPO                     | CSPK             | CSPO             | CSPK      |
| Jun-16       | 650.093              | 171.969           | -                        | -                | 8.758.211        | 1.455.903 |
| Jul-16       | 783.379              | 212.640           | -                        | -                | 9.541.590        | 1.668.543 |
| Agust-16     | 1.130.278            | 336.441           | 859.002                  | 225.000          | 9.812.866        | 1.779.984 |
| Sep-16       | 2.712.021            | 865.286           | 2.410.220                | 795.744          | 10.114.667       | 1.849.526 |
| Okt-16       | 4.607.809            | 1.744.421         | 3.893.180                | 1.763.230        | 10.829.295       | 1.830.717 |
| Nop-16       | 5.811.743            | 1.996.327         | 5.087.280                | 1.825.140        | 11.553.758       | 2.001.904 |
| Des-16       | 5.084.352            | 1.653.558         | 6.094.700                | 1.840.390        | 10.543.410       | 1.815.071 |
| Jan-17       | 4.143.853            | 1.296.242         | 4.837.380                | 1.338.510        | 9.849.883        | 1.772.803 |
| Feb-17       | 2.563.170            | 807.305           | 2.534.060                | 853.426          | 9.878.993        | 1.726.682 |
| Mar-17       | 1.529.972            | 461.573           | 1.566.300                | 450.064          | 9.842.665        | 1.738.191 |
| Apr-17       | 1.203.760            | 300.374           | 1.174.500                | 260.120          | 9.871.925        | 1.778.445 |
| Mei-17       | 1.155.054            | 308.975           | 1.290.250                | 352.350          | 9.736.729        | 1.735.070 |
| <b>Total</b> | <b>31.375.483</b>    | <b>10.155.111</b> | <b>29.746.872</b>        | <b>9.703.974</b> | -                | -         |

### 3.2. Status of Previously Identified Non-conformities for RSPO P&C

A total of 4 (four) nonconformances were identified during the previous assessment all categorized as major non-conformities. During this surveillance assessment, it was found that there was sufficient evidence for closure of all non-conformities,

The following is a description of the evidence of action taken to close the non-conformities raised during the previous assessment, as well as auditor's conclusions on the status of the non-conformities.

**Criteria 2.1 ( Indicator 1. Major ) Evidence of compliance with relevant legal requirements shall be available, and**  
**Criteria 4.6 .(Indicator 6. Major). Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed off and not used for other purpos-**

es (see Criterion 5.3).

**NCR No. RSPO00585.(Major)**

**Finding:**

**NCR No. RSPO00585**

Chemicals stored in the warehouse without Brand, and label hazardous materials (not in accordance with Rule HEAD BAPEDAL No. KEP-05 / BAPEDAL / 09/1995 on the symbol and Label B3)

**Verification during this surveillance audit :**

Field observation to chemical storage and temporary hazardous waste storages at Dabuk Rejo & Bambu Kuning estates and Dabuk Rejo mill found that all container of hazardous materials has been equipped by appropriate Labels appropriately as regulated.

**Auditor Conclusion:Closed**

**Criteria 4.7 ( Indicator 1. Major). 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 .**

**NCR No. RSPO00586**

**Finding:**

1. Auditee has not conducted monitor of effectiveness from health and safety committee programme year 2015 and 2016
2. Health and safety committee programme year 2015 and 2016 has not focused on the activities development of policies and procedures to control the risks related to the findings of the risk assessment and a history of accidents that have occurred

**Verification during this surveillance audit :**

OHS programs of P2K3 for year 2016 and 2017 are available. The OHS program has considered results of risk assessment and any occurred accident .

There is evidence that the OHS meeting has been conducted once a month regularly. Effectiveness of programs achievement is one of the OHS meeting themes.

**Auditor Conclusion:Closed**

**Criteria 4.7 (Indicator 2. Major) 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.**

**NCR No. RSPO00587**

**Finding:**

1. Identification aspects and impact K3 on land clearing process is only limited potential hazards of noise and dust.
2. Identification aspects and the impact K3 at Loading Ramp station not all potential hazards are identified ( example : risk of being hit by a vehicle / heavy equipment)

**Verification during this surveillance audit :**

The risk assessment on land clearing process has been revised, other activities and potential hazards and risks has identified and evaluated, e.g.: potential hazards of heavy equipment operations such as crushed by heavy equipment, fall, and etc.

The risk assessment of Loading ramp has been revised on January 01, 2017. Hit by vehicles has identified as one of potential hazards.

**Auditor Conclusion:Closed**

**Criteria 4.7 (Indicator 5, Minor). A system for tracking any changes in the law shall be implemented.**

**NCR No.RSPO00588.(Major)**

**Finding:**

The action taken to prevent recurrence of occupational accidents has not been proven effective, because the case of an accident the same work still happen in the next period and eliminates the working time

**Verification during this surveillance audit :**

The recurrence of same accidents has no occurred as sample taken.

**Auditor Conclusion:Closed**

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

A total of 2 (two) nonconformances were identified during the 4<sup>th</sup> surveillance assessment. These consisted of 1 (one) major non-conformities and 1 (one) minor non-conformities. For the major non-conformances, the company has taken the necessary corrective action to close these non-conformances within 60 days of completion of the assessment. For the minor non-conformances, the company has taken corrective action against these as well, and for those which could not be verified as closed through document checks, the closure of these minor non-conformities will be assessed during the next surveillance audit. A summary of all identified non-conformances, corrective actions taken and auditor conclusions is as below:

**3.2.1. Major non-conformities**

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

| NCR No.   | Clause | Nonconformity  | Auditee response  |   | Verification result   | Conclusion & Date of closure |
|-----------|--------|--|---|---|---|------------------------------|
|           |        |  | Correction  | Corrective action   |   |                              |
| RSPO 1252 | 2.1.1  | There is no sufficient evidence that implementation of UKL-UPL for period 2 <sup>nd</sup> semester of 2016 has been reported to authorize agency | Request original receipt letter off UKL-UPL Report to authority agencies. | Monitoring and verification completeness of records regularly | - Received letter dated June 19, 2017 from Environmental agency of OKI District, regarding Report of Implementation of UKL-UPL PT BCP 2 <sup>nd</sup> Semester of 2016.<br>- Received letter dated March 06, 2017 from Sekretariat Daerah of OKI District, regarding Report of Implementation of UKL-UPL PT BCP 2 <sup>nd</sup> Semester of 2016. | July 15, 2017<br>Closed      |

**3.2.2. Minor non-conformities**

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

| NCR No.   | Clause | Nonconformity  | Auditee response  |   | Verification result<br>Conclusion & Date of closure                 |
|-----------|--------|--|---|---|---|
|           |        |  | Correction  | Corrective action                                       |   |
| RSPO 1253 | 5.1.3  | There is no sufficient evidence that monitoring of UKL-UPL on land 1,200 ha has been conducted in accordance with monitoring matrix as stated on UKL-UPL documents and environmental license | Propose for monitoring quality of environmental in accordance UKL-UPL or environmental documents, i.e:<br>1. Ambient air and noise at Dabuk Rejo and Cahya Bum villages.<br>2. Test water quality of Lempuing and Dabuk Hitam Rivers.<br>3. Analyze biota plankton and benthos at Lempuing Sungai Dabuk Hitam Rivers.<br>4. Test quality of well water at well's communities of Bumi Arjo, Suka Mulya and Dabuk Rejo Estates<br>Proposal letter No. 108/BCP-GEM/VI/2017, dated June 16, 2017, regarding Proposal of environmental quality monitoring. The letter was signed by Management PT BSP and proposed to Head of Laboratory of Environmental Agency of Sumatera Selatan Province. | Assigned PIC's for effective implementations, i.e : EHS | The effectiveness will be check during next surveillance. June 2018 |

**3.3 Noteworthy Positive Components and Potential for Improvement**

**Positive Observation:**

| No. | Indicator | Positive Comments  |
|-----|-----------|--|
| 1   | -         | Cooperation and active contributions auditee support for effective assessment processes. |



|   |       |  |
|---|-------|--|
| 2 | 4.5.1 | Applying biological methods by using tyto alba was successfully control Rat's population, and finally can reduce chemical consumption. |
| 3 | 5.6   | Consumption of fossil fue has reduced by using Methane capture   |

**Potential for Improvement**

| No. | Indicator | Potential for improvement   |
|-----|-----------|---|
| 1   | 2.1.1     | Di dalam prosedur no. PRO-BNM-008; Rev.01; tanggal effective 01 Agustus 2015, "Identifikasi dan Evaluasi Aspek Hukum dan Peraturan Perundang-undangan yang Berlaku" disebtkan pada bagian VIII.1: "Identifikasi dan evaluasi dengan cara mengakses undang-undang dan peraturan perundangan terkait melalui akses website kementerian terkait".<br><br>Sebaiknya akses terhadap peraturan perundangan tidak dibatasi dengan mengakses website kementerian terkait.   |
| 2   | 4.2.4     | EFB/janjang kosong telah diaplikasikan di lahan dan rekamannya dipelihara. Namun demikian rekaman Strategi Daur Ulang Nutrisi yang mencakup semua aktivitas daur ulang bisa ditingkatkan.   |
| 3   | 4.3.3     | Bumi Arjo Estate: Biaya pemeliharaan Jembatan terdapat pada laporan pemeliharaan jalan bulan Mei 2017. Namun demikian hal ini tidak tercakup dalam Rencana dan Realisasi Kerja Tahun 2017.  |
| 4   | 4.4.1     | Rencana pengelolaan air untuk PT Buluh Cawang Plantations dapat ditingkatkan dengan memperjelas strategi untuk menjaga ketersediaan air dan kualitas air terhadap sumber air yang sudah ada.  |
| 5   | 4.6.2     | Dabuk Rejo Estate: Perhitungan bahan aktif yang digunakan per hektar tidak konsisten dengan kebun-kebun yang lain.  |
| 6   | 4.7.2     | <ul style="list-style-type: none"> <li>- Prosedur Identifikasi Aspek Dampak Lingkungan dan K3 (PRO-GEN-008; Rev.04, tanggal 01 Oktober 2014. Prosedur belum menjelaskan kapan dilakukan review atau evaluasi atas identifikasi bahaya.</li> <li>- SOP Petunjuk Pengisian Identifikasi Aspek/Bahaya K3 dan Dampak/Resiko K3 (SOP-GEN-009), Rev. 04, tanggal revisi 01 Oktober 2014, menyebutkan bahwa hasil identifikasi akan direview setiap 1 (satu) tahun sekali. Observasi: sebaiknya ditambahkan hasil identifikasi direview setelah terjadi kecelakaan kerja, terdapat perubahan bahan/proses, dsb.</li> <li>- Kebun Bambu Kuning: Terdapat 2 (dua) form investigasi dan evaluasi kecelakaan kerja yang digunakan, sebaiknya disederhanakan</li> <li>- Hasil/kesimpulan investigasi kecelakaan kerja dapat ditingkatkan dengan membuat kesimpulan dan saran yang lebih detil dan relevan.</li> </ul> |
| 7   | 6.5.3     | Sebaiknya perusahaan melakukan pengolahan air pada semua estate agar air minum/bersih dapat disediakan bagi seluruh pekerja.  |
| 8   | 5.2.4     | Untuk Sukamulya buat rencana pemupukan dimasa depan yang sudah mengeluarkan pokok dalam HCV sehingga tidak ada kesalahan penggunaan jumlah pupuk sekaligus mengindikasikan areaal HCV bebas pupuk   |
| 9   | 5.1.3.    | Menjalankan kegiatan pengelolaan dan pemantauan RKL RPL dan ukl UPL sesuai matriks dalam izin lingkungan atau dokumen   |
| 10  | 5.2..2    | Standarisasi pemantauan dan pelporan kegiatan pengelolaan hcv.  |

**3.4 Issues Raised by Stakeholders and Findings Pertaining to Issues**

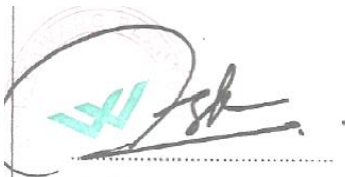
Explained on section 3.1 above

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

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

Signed on behalf of PT Buluh Cawang Plantations

Signed on behalf of PT TUV Rheinland Indonesia



Taufik  
GEM PT. BCP  
Group Estate Manager  
Date: August, 20 2017



Wahyu  
Lead Auditor  
Date: August 20, 2017

## APPENDICES


### Appendix 1: Details of Certificate

**Certificate**

Standard : **Indonesian National Interpretation of RSPO Principles & Criteria for the Production of Sustainable Palm Oil; July,2016 and RSPO Supply Chain Certification Systems: 2014**

Certificate Registr. No. : 824 502 16029

Certificate Holder : **PT TUV Rheinland Indonesia certifies :**  
**PT Buluh Cawang Plantation**  
Jalan Lintas Timur Km. 170,  
Dabuk Rejo Village, Lempuing Sub District,  
Ogan Komering Ilir District,  
South Sumatera Province, Indonesia



and its company owned estates according to the annex

RSPO number : -  
Scope : Palm Oil Production and Plantation Management System


An audit was performed, Report No. ASA4\_16029. Proof has been furnished that the requirements according to Indonesian National Interpretation of RSPO Principles & Criteria for the Production of Sustainable Palm Oil; July, 2016 are fulfilled.

Validity: The due date for all future surveillance audits is 11.07 (dd.mm).  
The certificate is valid from 11-09-2013 until 10-09-2018.  
The certificate shall remain valid in period stipulated above provided that the certificate holder mentioned here continues to comply with the RSPO P&C requirements. Status of compliance of the certificate holder shall be based on the annual inspections conducted by PT TUV Rheinland Indonesia.

RSPO registered parents company\* : **Wilmar International Limited**  
(RSPO Member No. : 2-0017-05-000-00)

\* Name of the RSPO registered member company of which the certificate holder is a subsidiary (if applicable)

Date of first certificate : September 11, 2013 was issued by SGS (Malaysia) Sdn.Bhd.

Indonesia, 20-09-2017   
PT TUV Rheinland Indonesia  
Director

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

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## Annex to certificate

Standard : **Indonesian National Interpretation of RSPO Principles & Criteria for the Production of Sustainable Palm Oil; July,2016 and RSPO Supply Chain Certification Systems: 2014**

Certificate Registr. No.: 824 502 16029

Location: **PT Buluh Cawang Plantation**  
Address: Jalan Lintas Timur Km. 170,  
Dabuk Rejo Village, Lempuing Sub District,  
Ogan Komering Ilir District,  
South Sumatera Province, Indonesia




The palm oil mill and supply base covered in certification scope are :

| Name of mill / estate    | Location  | GPS locations  |                  |
|--------------------------|---|----------------|------------------|
|                          |   | Latitude       | Longitude        |
| Dabuk Rejo Palm Oil Mill | Jalan Lintas Timur Km. 170, Dabuk Rejo Village, Lempuing Sub District, Ogan Komering Ilir District, South Sumatera Province | S 3°56'55.068" | E 104°57'26.532" |
| Bumi Arjo Estate         | Bumi Arjo Village, Lempuing Sub District, Ogan Komering Ilir District, South Sumatera Province                              | S 3°51'10.837" | E 104°58'00.832" |
| Dabuk Rejo Estate        | Dabuk Rejo Village, Lempuing Sub District, Ogan Komering Ilir District, South Sumatera Province                             | S 3°58'10.570" | E 104°57'19.483" |
| Sukamulya Estate         | Sukamulya Village, Lempuing Sub District, Ogan Komering Ilir District, South Sumatera Province                              | S 3°55'11.769" | E 104°58'59.119" |
| Bambu Kuning Estate      | Cipta Sari Village, Mesuji Raya Sub District, Ogan Komering Ilir District, South Sumatera Province                          | S 3°43'01.3"   | E 105°01'15.1"   |

CPO Tonnage Total Production: 42,514.80 tonnes  
PK Tonnage Total Production: 10,698.56 tonnes  
Company Estates FFB Tonnes: 76,000.00 tonnes  
FFB Tonnes from other sources: 123,600.00 tonnes  
CPO Tonnage claimed for certification: 17,000.00 tonnes  
PK Tonnage claimed for certification: 4,073.60 tonnes

Scope of SCCS & supply chain model assessed : FFB receipt, produce and delivery of CPO & PK with implementation of the following SCCS :  
 Identity Preserved  
 Mass Balance

Indonesia, 20-09-2017

  
PT TÜV Rheinland Indonesia  
Director

Issued by PT TÜV Rheinland Indonesia

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**Appendix 2: 4<sup>th</sup> Surveillance Audit Plan**

| Tanggal / Waktu <sup>(1)</sup>           | Kegiatan  | Auditor       | Auditee                     | Keterangan  |
|--|---|---------------|-----------------------------|---|
| <b>Hari Pertama, Senin, 12 Juni 2017</b> |   |               |                             |   |
| 07.00 – 08.45                            | Penerbangan dari Medan ke Palembang   | RZ            | -                           | GA 266  |
| 07.35 – 08.45                            | Penerbangan dari Jakarta ke Palembang   | WY, HY        | -                           | GA 102  |
| 07.30 – 08.05                            | Penerbangan dari Kualalumpur ke Palembang   | VP            | -                           | Air Asia AK451  |
| 09.30 – 14.30                            | Perjalanan ke lokasi  | Semua         | -                           | Dijemput auditee  |
| 15.00 – 15.30                            | Opening meeting dan verifikasi NCR audit sebelumnya   | Semua Auditor | Perwakilan Manajemen PT BCP |   |
| 15.30 – 17.30                            | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Transparansi/keterbukaan<br>b. Informasi Keterbukaan dokumen untuk public<br>c. Etical conduct<br>d. Penggunaan tanah tidak mengurangi hak atas tanah pengguna yang lain<br>e. Analisa dampak sosial/SIA<br>f. Mekanisme komunikasi dan konsultasi dengan komunitas lokal<br>g. Mekanisme penanganan pengaduan dan keluhan<br>h. Mekanisme kompensasi kehilangan hak legal/adat<br>i. Kesejahteraan pekerja<br>j. Hak pekerja untuk berserikat<br>k. Pekerja anak<br>l. Bentuk diskriminasi atas dasar ras, kasta, kewarganegaraan, agama, cacat fisik, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi partai politik atau umur<br>m. Perlindungan terhadap hak reproduksi dan kekerasan di tempat kerja<br>n. Kontraktor luar<br>o. Kontribusi pada pembangunan lokal<br>p. Penggunaan tenaga kerja paksa dan illegal<br>q. Penghormatan terhadap HAM<br>r. SIA pada pembangunan kebun baru<br>s. FPIC pada proses pendirian kebun dan pabrik baru<br>t. Kompensasi terhadap perolehan hak legal masyarakat lokal/masyarakat adat<br>u. Perbaikan terus menerus | HY            | Manajemen Kebun Sukamulya   | P&C terkait<br>a. P&C: 1.1.1 dan 1.1.2<br>b. P&C: 1.2.1<br>c. P&C: 1.3.1<br>d. P&C: 2.3.1 s/d 2.3.4<br>e. P&C: 6.1.1 s/d 6.1.5<br>f. P&C: 6.2.1 s/d 6.2.3<br>g. P&C: 6.3.1 dan 6.3.2<br>h. P&C: 6.4.1 s/d 6.4.3<br>i. P&C: 6.5.1 s/d 6.5.4<br>j. P&C: 6.6.1 & 6.6.2<br>k. P&C: 6.7.1<br>l. P&C: 6.8.1 s/d 6.8.3<br>m. P&C: 6.9.1 s/d 6.9.3<br>n. P&C: 6.10.1 s/d 6.10.4<br>o. P&C: 6.11.1 dan 6.11.2<br>p. P&C: 6.12.1 s/d 6.12.3<br>q. P&C: 6.13.1<br>r. P&C: 7.1.1 s/d 7.1.3<br>s. P&C: 7.5.1<br>t. P&C: 7.6.1 s/d 7.6.6<br>u. P&C: 8.1.1 |
| 15.00 – 17.30                            | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Hak atas tanah<br>c. Rencana dan penerapan “management plan” yang bertujuan untuk keberlangsungan jangka panjang perusahaan dalam hal ekonomi dan financial<br>d. Implementasi dan monitoring keselamatan kesehatan kerja<br>e. Pelatihan seluruh karyawan termasuk karyawan kontrak dan smallholder<br>f. Pengelolaan limbah termasuk limbah B3<br>g. Zero Burning<br>h. Zero burning pada pembukaan baru   | WY            | Manajemen Kebun Sukamulya   | P&C terkait<br>a. P&C: 2.1.1; 2.1.2; 2.1.3; dan 2.1.4<br>b. P&C: 2.2.1 s/d 2.2.6<br>c. P&C: 3.1.1 dan 3.1.2<br>d. P&C: 4.7.1 s/d 4.7.7<br>e. P&C: 4.8.1 dan 4.8.2<br>f. P&C: 5.3.1; 5.3.2 dan 5.3.3<br>g. P&C: 5.5.1 dan 5.5.2<br>h. P&C: 7.7.1 dan 7.7.2<br>i. P&C: 8.1.1  |

**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Tanggal / Waktu <sup>(1)</sup>          | Kegiatan  | Auditor | Auditee                                | Keterangan  |
|---|---|---------|--|---|
|   | i. Perbaikan terus menerus  |         |  |   |
| 15.00 – 17.30                           | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Pengendalian untuk meminimalkan dan mengendalikan erosi serta degradasi tanah<br>c. Identifikasi aspek lingkungan<br>d. High Conservation Value<br>e. Efisiensi penggunaan energy fossil<br>f. Rencana pengurangan polusi dan emisi termasuk gas rumah kaca<br>g. Pengembangan kebun baru tidak berasal dari hutan primer (sejak November 2005)<br>h. Penanaman pada tanah marjinal<br>i. Pengembangan kebun baru yang bertanggungjawab termasuk komitmen minimalisasi emisi GRK<br>j. Perbaikan terus menerus   | RZ      | Manajemen Kebun Sukamulya              | P&C Terkait:<br>a. P&C: 2.1.1 dan 2.1.2<br>b. P&C: 4.3.1 s/d 4.3.6<br>c. P&C: 5.1.1; 5.1.2; dan 5.1.3<br>d. P&C: 5.2.1 s/d 5.2.5<br>e. P&C: 5.4.1<br>f. P&C: 5.6.1; 5.6.2 dan 5.6.3<br>g. P&C: 7.3.1 s/d 7.3.5<br>h. P&C: 7.4.1 dan 7.4.2<br>i. P&C: 7.8.1 dan 7.8.2<br>j. P&C: 8.1.1   |
| 15.00 – 17.30                           | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Dokumentasi prosedur-prosedur untuk Mill dan Estate, penerapan serta monitoring praktek pengolahan hasil kebun<br>c. Praktek perkebunan terbaik<br>d. Pemeliharaan kualitas dan ketersediaan air (air permukaan dan air tanah)<br>e. Pengendalian Hama Terpadu<br>f. Penggunaan pestisida<br>g. Pembangunan kebun baru yang bertanggungjawab<br>h. Perbaikan terus menerus   | VP      | Manajemen Kebun Sukamulya              | P&C terkait:<br>a. P&C: 2.1.1 dan 2.1.2<br>b. P&C: 4.1.1; 4.1.2; 4.1.3 dan 4.1.4<br>c. P&C: 4.2.1, 4.2.4, 4.2.3 dan 4.2.4<br>d. P&C: 4.4.1; 4.4.2; 4.4.3 dan 4.4.4<br>e. P&C: 4.5.1 dan 4.5.2<br>f. P&C: 4.6.1 s/d 4.6.12<br>g. P&C: 7.2.1 & 7.2.2<br>h. P&C: 8.1.1   |
| 17.30 - .....                           | Audit hari pertama selesai  | Semua   | -                                      | -   |
| <b>Hari Kedua, Selasa, 13 Juni 2017</b> |   |         |  |   |
| 08.00 – 12.00                           | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Transparansi/keterbukaan<br>b. Informasi Keterbukaan dokumen untuk public<br>c. Etical conduct<br>d. Penggunaan tanah tidak mengurangi hak atas tanah pengguna yang lain<br>e. Analisa dampak sosial/SIA<br>f. Mekanisme komunikasi dan konsultasi dengan komunitas lokal<br>g. Mekanisme penanganan pengaduan dan keluhan<br>h. Mekanisme kompensasi kehilangan hak legal/adat<br>i. Kesejahteraan pekerja<br>j. Hak pekerja untuk berserikat<br>k. Pekerja anak<br>l. Bentuk diskriminasi atas dasar ras, kasta, kewarganegaraan, agama, cacat fisik, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi partai politik atau umur<br>m. Perlindungan terhadap hak reproduksi dan kekerasan di tempat kerja<br>n. Kontraktor luar<br>o. Kontribusi pada pembangunan lokal<br>p. Penggunaan tenaga kerja paksa dan ille- | HY      | Manajemen Kebun Sukamulya & Dabuk Rejo | P&C terkait<br>a. P&C: 1.1.1 dan 1.1.2<br>b. P&C: 1.2.1<br>c. P&C: 1.3.1<br>d. P&C: 2.3.1 s/d 2.3.4<br>e. P&C: 6.1.1 s/d 6.1.5<br>f. P&C: 6.2.1 s/d 6.2.3<br>g. P&C: 6.3.1 dan 6.3.2<br>h. P&C: 6.4.1 s/d 6.4.3<br>i. P&C: 6.5.1 s/d 6.5.4<br>j. P&C: 6.6.1 & 6.6.2<br>k. P&C: 6.7.1<br>l. P&C: 6.8.1 s/d 6.8.3<br>m. P&C: 6.9.1 s/d 6.9.3<br>n. P&C: 6.10.1 s/d 6.10.4<br>o. P&C: 6.11.1 dan 6.11.2<br>p. P&C: 6.12.1 s/d 6.12.3<br>q. P&C: 6.13.1<br>r. P&C: 7.1.1 s/d 7.1.3<br>s. P&C: 7.5.1<br>t. P&C: 7.6.1 s/d 7.6.6<br>u. P&C: 8.1.1 |



**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Tanggal / Waktu <sup>(1)</sup> | Kegiatan  | Auditor | Auditee                                | Keterangan  |
|--------------------------------|---|---------|--|---|
|                                | gal<br>q. Penghormatan terhadap HAM<br>r. SIA pada pembangunan kebun baru<br>s. FPIC pada proses pendirian kebun dan pabrik baru<br>t. Kompensasi terhadap perolehan hak legal masyarakat lokal/masyarakat adat<br>u. Perbaikan terus menerus   |         |  |   |
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Hak atas tanah<br>c. Rencana dan penerapan "management plan" yang bertujuan untuk keberlangsungan jangka panjang perusahaan dalam hal ekonomi dan financial<br>d. Implementasi dan monitoring keselamatan kesehatan kerja<br>e. Pelatihan seluruh karyawan termasuk karyawan kontrak dan smallholder<br>f. Pengelolaan limbah termasuk limbah B3<br>g. Zero Burning<br>h. Zero burning pada pembukaan baru<br>i. Perbaikan terus menerus   | WY      | Manajemen Kebun Sukamulya & Dabuk Rejo | P&C terkait<br>a. P&C: 2.1.1; 2.1.2; 2.1.3; dan 2.1.4<br>b. P&C: 2.2.1 s/d 2.2.6<br>c. P&C: 3.1.1 dan 3.1.2<br>d. P&C: 4.7.1 s/d 4.7.7<br>e. P&C: 4.8.1 dan 4.8.2<br>f. P&C: 5.3.1; 5.3.2 dan 5.3.3<br>g. P&C: 5.5.1 dan 5.5.2<br>h. P&C: 7.7.1 dan 7.7.2<br>i. P&C: 8.1.1            |
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Pengendalian untuk meminimalkan dan mengendalikan erosi serta degradasi tanah<br>c. Identifikasi aspek lingkungan<br>d. High Conservation Value<br>e. Efisiensi penggunaan energy fossil<br>f. Rencana pengurangan polusi dan emisi termasuk gas rumah kaca<br>g. Pengembangan kebun baru tidak berasal dari hutan primer (sejak November 2005)<br>h. Penanaman pada tanah marjinal<br>i. Pengembangan kebun baru yang bertanggungjawab termasuk komitmen minimalisasi emisi GRK<br>j. Perbaikan terus menerus | RZ      | Manajemen Kebun Sukamulya & Dabuk Rejo | P&C Terkait:<br>a. P&C: 2.1.1 dan 2.1.2<br>b. P&C: 4.3.1 s/d 4.3.6<br>c. P&C: 5.1.1; 5.1.2; dan 5.1.3<br>d. P&C: 5.2.1 s/d 5.2.5<br>e. P&C: 5.4.1<br>f. P&C: 5.6.1; 5.6.2 dan 5.6.3<br>g. P&C: 7.3.1 s/d 7.3.5<br>h. P&C: 7.4.1 dan 7.4.2<br>i. P&C: 7.8.1 dan 7.8.2<br>j. P&C: 8.1.1 |
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan:<br>a. Pemenuhan terhadap peraturan perundangan yang berlaku<br>b. Dokumentasi prosedur-prosedur untuk Mill dan Estate, penerapan serta monitoring praktek pengolahan hasil kebun<br>c. Praktek perkebunan terbaik<br>d. Pemeliharaan kualitas dan ketersediaan air (air permukaan dan air tanah)<br>e. Pengendalian Hama Terpadu<br>f. Penggunaan pestisida<br>g. Pembangunan kebun baru yang bertanggungjawab<br>h. Perbaikan terus menerus   | VP      | Manajemen Kebun Sukamulya & Dabuk Rejo | P&C terkait:<br>a. P&C: 2.1.1 dan 2.1.2<br>b. P&C: 4.1.1; 4.1.2; 4.1.3 dan 4.1.4<br>c. P&C: 4.2.1, 4.2.4, 4.2.3 dan 4.2.4<br>d. P&C: 4.4.1; 4.4.2; 4.4.3 dan 4.4.4<br>e. P&C: 4.5.1 dan 4.5.2<br>f. P&C: 4.6.1 s/d 4.6.12<br>g. P&C: 7.2.1 & 7.2.2<br>h. P&C: 8.1.1                   |
| 12.00 – 14.00                  | Istirahat   | Semua   | -                                      | -   |
| 14.00 – 17.30                  | Melanjutkan agenda pagi   | Semua   | Bagian terkait                         | -   |
| 17.30 - .....                  | Audit hari kedua selesai  | -       | -                                      | -   |

Hari ketiga, Rabu, 14 Juni 2017

**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Tanggal / Waktu <sup>(1)</sup> | Kegiatan   | Auditor | Auditee                      | Keterangan   |
|--------------------------------|--|---------|------------------------------|--|
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Transparansi/keterbukaan</li> <li>b. Informasi Keterbukaan dokumen untuk public</li> <li>c. Etical conduct</li> <li>d. Penggunaan tanah tidak mengurangi hak atas tanah pengguna yang lain</li> <li>e. Analisa dampak sosial/SIA</li> <li>f. Mekanisme komunikasi dan konsultasi dengan komunitas lokal</li> <li>g. Mekanisme penanganan pengaduan dan keluhan</li> <li>h. Mekanisme kompensasi kehilangan hak legal/adat</li> <li>i. Kesejahteraan pekerja</li> <li>j. Hak pekerja untuk berserikat</li> <li>k. Pekerja anak</li> <li>l. Bentuk diskriminasi atas dasar ras, kasta, kewarganegaraan, agama, cacat fisik, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi partai politik atau umur</li> <li>m. Perlindungan terhadap hak reproduksi dan kekerasan di tempat kerja</li> <li>n. Kontraktor luar</li> <li>o. Kontribusi pada pembangunan lokal</li> <li>p. Penggunaan tenaga kerja paksa dan illegal</li> <li>q. Penghormatan terhadap HAM</li> <li>r. SIA pada pembangunan kebun baru</li> <li>s. FPIC pada proses pendirian kebun dan pabrik baru</li> <li>t. Kompensasi terhadap perolehan hak legal masyarakat lokal/masyarakat adat</li> <li>u. Perbaikan terus menerus</li> </ul> | HY      | Manajemen Kebun Bambu Kuning | P&C terkait <ul style="list-style-type: none"> <li>a. P&amp;C: 1.1.1 dan 1.1.2</li> <li>b. P&amp;C: 1.2.1</li> <li>c. P&amp;C: 1.3.1</li> <li>d. P&amp;C: 2.3.1 s/d 2.3.4</li> <li>e. P&amp;C: 6.1.1 s/d 6.1.5</li> <li>f. P&amp;C: 6.2.1 s/d 6.2.3</li> <li>g. P&amp;C: 6.3.1 dan 6.3.2</li> <li>h. P&amp;C: 6.4.1 s/d 6.4.3</li> <li>i. P&amp;C: 6.5.1 s/d 6.5.4</li> <li>j. P&amp;C: 6.6.1 &amp; 6.6.2</li> <li>k. P&amp;C: 6.7.1</li> <li>l. P&amp;C: 6.8.1 s/d 6.8.3</li> <li>m. P&amp;C: 6.9.1 s/d 6.9.3</li> <li>n. P&amp;C: 6.10.1 s/d 6.10.4</li> <li>o. P&amp;C: 6.11.1 dan 6.11.2</li> <li>p. P&amp;C: 6.12.1 s/d 6.12.3</li> <li>q. P&amp;C: 6.13.1</li> <li>r. P&amp;C: 7.1.1 s/d 7.1.3</li> <li>s. P&amp;C: 7.5.1</li> <li>t. P&amp;C: 7.6.1 s/d 7.6.6</li> <li>u. P&amp;C: 8.1.1</li> </ul> |
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> <li>b. Hak atas tanah</li> <li>c. Rencana dan penerapan "management plan" yang bertujuan untuk keberlangsungan jangka panjang perusahaan dalam hal ekonomi dan financial</li> <li>d. Implementasi dan monitoring keselamatan kesehatan kerja</li> <li>e. Pelatihan seluruh karyawan termasuk karyawan kontrak dan smallholder</li> <li>f. Pengelolaan limbah termasuk limbah B3</li> <li>g. Zero Burning</li> <li>h. Zero burning pada pembukaan baru</li> <li>i. Perbaikan terus menerus</li> </ul>   | WY      | Manajemen Kebun Bambu Kuning | P&C terkait <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1; 2.1.2; 2.1.3; dan 2.1.4</li> <li>b. P&amp;C: 2.2.1 s/d 2.2.6</li> <li>c. P&amp;C: 3.1.1 dan 3.1.2</li> <li>d. P&amp;C: 4.7.1 s/d 4.7.7</li> <li>e. P&amp;C: 4.8.1 dan 4.8.2</li> <li>f. P&amp;C: 5.3.1; 5.3.2 dan 5.3.3</li> <li>g. P&amp;C: 5.5.1 dan 5.5.2</li> <li>h. P&amp;C: 7.7.1 dan 7.7.2</li> <li>i. P&amp;C: 8.1.1</li> </ul>  |
| 08.00 – 12.00                  | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> <li>b. Pengendalian untuk meminimalkan dan mengendalikan erosi serta degradasi tanah</li> <li>c. Identifikasi aspek lingkungan</li> <li>d. High Conservation Value</li> <li>e. Efisiensi penggunaan energy fossil</li> <li>f. Rencana pengurangan polusi dan emisi termasuk gas rumah kaca</li> <li>g. Pengembangan kebun baru tidak berasal dari hutan primer (sejak November 2005)</li> <li>h. Penanaman pada tanah marjinal</li> </ul>  | RZ      | Manajemen Kebun Bumi Arjo    | P&C Terkait: <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1 dan 2.1.2</li> <li>b. P&amp;C: 4.3.1 s/d 4.3.6</li> <li>c. P&amp;C: 5.1.1; 5.1.2; dan 5.1.3</li> <li>d. P&amp;C: 5.2.1 s/d 5.2.5</li> <li>e. P&amp;C: 5.4.1</li> <li>f. P&amp;C: 5.6.1; 5.6.2 dan 5.6.3</li> <li>g. P&amp;C: 7.3.1 s/d 7.3.5</li> <li>h. P&amp;C: 7.4.1 dan 7.4.2</li> <li>i. P&amp;C: 7.8.1 dan 7.8.2</li> <li>j. P&amp;C: 8.1.1</li> </ul>   |

**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Tanggal / Waktu <sup>(1)</sup>           | Kegiatan   | Auditor | Auditee                   | Keterangan   |
|--|--|---------|---------------------------|--|
|  | <ul style="list-style-type: none"> <li>i. Pengembangan kebun baru yang bertanggungjawab termasuk komitmen minimalisasi emisi GRK</li> <li>j. Perbaikan terus menerus</li> </ul>  |         |                           |  |
| 08.00 – 12.00                            | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> <li>b. Dokumentasi prosedur-prosedur untuk Mill dan Estate, penerapan serta monitoring praktek pengolahan hasil kebun</li> <li>c. Praktek perkebunan terbaik</li> <li>d. Pemeliharaan kualitas dan ketersediaan air (air permukaan dan air tanah)</li> <li>e. Pengendalian Hama Terpadu</li> <li>f. Penggunaan pestisida</li> <li>g. Pembangunan kebun baru yang bertanggungjawab</li> <li>h. Perbaikan terus menerus</li> </ul>   | VP      | Manajemen Kebun Bumi Arjo | P&C terkait: <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1 dan 2.1.2</li> <li>b. P&amp;C: 4.1.1; 4.1.2; 4.1.3 dan 4.1.4</li> <li>c. P&amp;C: 4.2.1, 4.2.4, 4.2.3 dan 4.2.4</li> <li>d. P&amp;C: 4.4.1; 4.4.2; 4.4.3 dan 4.4.4</li> <li>e. P&amp;C: 4.5.1 dan 4.5.2</li> <li>f. P&amp;C: 4.6.1 s/d 4.6.12</li> <li>g. P&amp;C: 7.2.1 &amp; 7.2.2</li> <li>h. P&amp;C: 8.1.1</li> </ul>   |
| 12.00 – 14.00                            | Istirahat  | Semua   | Semua                     | -  |
| 14.00 – 17.30                            | Melanjutkan agenda pagi  | Semua   | Bagian terkait            |  |
| 17.30 - ....                             | Audit hari ketiga selesai  | Semua   | -                         | -  |
| <b>Hari Keempat, Kamis, 15 Juni 2017</b> |  |         |                           |  |
| 08.00 – 12.00                            | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Transparansi/keterbukaan</li> <li>b. Informasi Keterbukaan dokumen untuk public</li> <li>c. Etical conduct</li> <li>d. Penggunaan tanah tidak mengurangi hak atas tanah pengguna yang lain</li> <li>e. Analisa dampak sosial/SIA</li> <li>f. Mekanisme komunikasi dan konsultasi dengan komunitas lokal</li> <li>g. Mekanisme penanganan pengaduan dan keluhan</li> <li>h. Mekanisme kompensasi kehilangan hak legal/adat</li> <li>i. Kesejahteraan pekerja</li> <li>j. Hak pekerja untuk berserikat</li> <li>k. Pekerja anak</li> <li>l. Bentuk diskriminasi atas dasar ras, kasta, kewarganegaraan, agama, cacat fisik, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi partai politik atau umur</li> <li>m. Perlindungan terhadap hak reproduksi dan kekerasan di tempat kerja</li> <li>n. Kontraktor luar</li> <li>o. Kontribusi pada pembangunan lokal</li> <li>p. Penggunaan tenaga kerja paksa dan illegal</li> <li>q. Penghormatan terhadap HAM</li> <li>r. SIA pada pembangunan kebun baru</li> <li>s. FPIC pada proses pendirian kebun dan pabrik baru</li> <li>t. Kompensasi terhadap perolehan hak legal masyarakat lokal/masyarakat adat</li> <li>u. Perbaikan terus menerus</li> </ul> | HY      | Manajemen PKS             | P&C terkait <ul style="list-style-type: none"> <li>a. P&amp;C: 1.1.1 dan 1.1.2</li> <li>b. P&amp;C: 1.2.1</li> <li>c. P&amp;C: 1.3.1</li> <li>d. P&amp;C: 2.3.1 s/d 2.3.4</li> <li>e. P&amp;C: 6.1.1 s/d 6.1.5</li> <li>f. P&amp;C: 6.2.1 s/d 6.2.3</li> <li>g. P&amp;C: 6.3.1 dan 6.3.2</li> <li>h. P&amp;C: 6.4.1 s/d 6.4.3</li> <li>i. P&amp;C: 6.5.1 s/d 6.5.4</li> <li>j. P&amp;C: 6.6.1 &amp; 6.6.2</li> <li>k. P&amp;C: 6.7.1</li> <li>l. P&amp;C: 6.8.1 s/d 6.8.3</li> <li>m. P&amp;C: 6.9.1 s/d 6.9.3</li> <li>n. P&amp;C: 6.10.1 s/d 6.10.4</li> <li>o. P&amp;C: 6.11.1 dan 6.11.2</li> <li>p. P&amp;C: 6.12.1 s/d 6.12.3</li> <li>q. P&amp;C: 6.13.1</li> <li>r. P&amp;C: 7.1.1 s/d 7.1.3</li> <li>s. P&amp;C: 7.5.1</li> <li>t. P&amp;C: 7.6.1 s/d 7.6.6</li> <li>u. P&amp;C: 8.1.1</li> </ul> |
| 08.00 – 12.00                            | Verifikasi dokumen dan observasi lapangan yang terkait dengan: <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> </ul>  | WY      | Manajemen PKS             | P&C terkait <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1; 2.1.2; 2.1.3; dan 2.1.4</li> <li>b. P&amp;C: 2.2.1 s/d 2.2.6</li> </ul>  |

**RSPO 4<sup>th</sup> Surveillance Assessment Report**  
**PT Buluh Cawang Plantations – South Sumatera**



| Tanggal / Waktu <sup>(1)</sup>          | Kegiatan   | Auditor         | Auditee                 | Keterangan  |
|---|--|-----------------|-------------------------|---|
|   | <ul style="list-style-type: none"> <li>b. Hak atas tanah</li> <li>c. Rencana dan penerapan “management plan” yang bertujuan untuk keberlangsungan jangka panjang perusahaan dalam hal ekonomi dan financial</li> <li>d. Implementasi dan monitoring keselamatan kesehatan kerja</li> <li>e. Pelatihan seluruh karyawan termasuk karyawan kontrak dan smallholder</li> <li>f. Pengelolaan limbah termasuk limbah B3</li> <li>g. Zero Burning</li> <li>h. Zero burning pada pembukaan baru</li> <li>i. Perbaikan terus menerus</li> </ul>  |                 |                         | <ul style="list-style-type: none"> <li>c. P&amp;C: 3.1.1 dan 3.1.2</li> <li>d. P&amp;C: 4.7.1 s/d 4.7.7</li> <li>e. P&amp;C: 4.8.1 dan 4.8.2</li> <li>f. P&amp;C: 5.3.1; 5.3.2 dan 5.3.3</li> <li>g. P&amp;C: 5.5.1 dan 5.5.2</li> <li>h. P&amp;C: 7.7.1 dan 7.7.2</li> <li>i. P&amp;C: 8.1.1</li> </ul>  |
| 08.00 – 12.00                           | <p>Verifikasi dokumen dan observasi lapangan yang terkait dengan:</p> <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> <li>b. Pengendalian untuk meminimalkan dan mengendalikan erosi serta degradasi tanah</li> <li>c. Identifikasi aspek lingkungan</li> <li>d. High Conservation Value</li> <li>e. Efisiensi penggunaan energy fosil</li> <li>f. Rencana pengurangan polusi dan emisi termasuk gas rumah kaca</li> <li>g. Pengembangan kebun baru tidak berasal dari hutan primer (sejak November 2005)</li> <li>h. Penanaman pada tanah marjinal</li> <li>i. Pengembangan kebun baru yang bertanggungjawab termasuk komitmen minimalisasi emisi GRK</li> <li>j. Perbaikan terus menerus</li> </ul> | RZ              | Manajemen PKS           | <p>P&amp;C Terkait:</p> <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1 dan 2.1.2</li> <li>b. P&amp;C: 4.3.1 s/d 4.3.6</li> <li>c. P&amp;C: 5.1.1; 5.1.2; dan 5.1.3</li> <li>d. P&amp;C: 5.2.1 s/d 5.2.5</li> <li>e. P&amp;C: 5.4.1</li> <li>f. P&amp;C: 5.6.1; 5.6.2 dan 5.6.3</li> <li>g. P&amp;C: 7.3.1 s/d 7.3.5</li> <li>h. P&amp;C: 7.4.1 dan 7.4.2</li> <li>i. P&amp;C: 7.8.1 dan 7.8.2</li> <li>j. P&amp;C: 8.1.1</li> </ul> |
| 08.00 – 12.00                           | <p>Verifikasi dokumen dan observasi lapangan yang terkait dengan:</p> <ul style="list-style-type: none"> <li>a. Pemenuhan terhadap peraturan perundangan yang berlaku</li> <li>b. Dokumentasi prosedur-prosedur untuk Mill dan Estate, penerapan serta monitoring praktek pengolahan hasil kebun</li> <li>c. Praktek perkebunan terbaik</li> <li>d. Pemeliharaan kualitas dan ketersediaan air (air permukaan dan air tanah)</li> <li>e. Pengendalian Hama Terpadu</li> <li>f. Penggunaan pestisida</li> <li>g. Pembangunan kebun baru yang bertanggungjawab</li> <li>h. Perbaikan terus menerus</li> </ul>  | VP              | Manajemen PKS           | <p>P&amp;C terkait:</p> <ul style="list-style-type: none"> <li>a. P&amp;C: 2.1.1 dan 2.1.2</li> <li>b. P&amp;C: 4.1.1; 4.1.2; 4.1.3 dan 4.1.4</li> <li>c. P&amp;C: 4.2.1, 4.2.4, 4.2.3 dan 4.2.4</li> <li>d. P&amp;C: 4.4.1; 4.4.2; 4.4.3 dan 4.4.4</li> <li>e. P&amp;C: 4.5.1 dan 4.5.2</li> <li>f. P&amp;C: 4.6.1 s/d 4.6.12</li> <li>g. P&amp;C: 7.2.1 &amp; 7.2.2</li> <li>h. P&amp;C: 8.1.1</li> </ul>                                   |
| 12.00 – 13.30                           | Istirahat  | Semua           | Semua                   | -   |
| 13.30 – 16.00                           | Meeting internal & persiapan closing meeting   | Semua           | Bagian terkait          |   |
| 16.00 – 17.00                           | Closing Meeting  | Semua           | Manajemen Kebun dan PKS |   |
| 17.30 - .....                           | Audit survailen ke-4 selesai   |                 |                         |   |
| <b>Hari kelima, Jumat, 16 Juni 2017</b> |  |                 |                         |   |
| 08.00 – 13.00                           | Perjalanan dari lokasi ke Palembang  | WY, HY, RZ & VP | -                       |   |
| 15.30 – 17.15                           | Penerbangan dari Palembang ke Medan  | RZ              | -                       | <b>GA 267</b>   |
| 15.25 – 16.35                           | Penerbangan dari Palembang ke Jakarta  | WY, HY, VP      | -                       | <b>GA 113</b>   |
| 20.30 - 23.25                           | Penerbangan dari Jakarta ke Kualalumpur  | VP              | -                       | <b>Air Asia AK 387</b>  |

**Appendix 3: List of Abbreviations**

|       |  |
|-------|--|
| AMDAL | Analisis Dampak Lingkungan & Sosial<br>(Social & Environmental Impacts Assessment) |
| CPO   | Crude Palm Oil   |
| EIA   | Environmental Impact Assessment  |
| ERTs  | Endangered, Rare & Threatened species  |
| ESH   | Environmental Safety & Health  |
| FFB   | Fresh Fruit Bunches  |
| EFB   | Empty Fruit Bunches  |
| HCV   | High Conservation Value  |
| IPM   | Integrated Pest Management   |
| LTA   | Lost Time Accident   |
| MSDS  | Material Safety Data Sheets  |
| NGO   | Non-Government Organization  |
| NPP   | New Planting Procedure   |
| OSH   | Occupational Safety & Health   |
| PKO   | Palm Kernel Oil  |
| POME  | Palm Oil Mill Effluent   |
| PPE   | Personal Protective Equipment  |
| RKL   | Rencana Pengelolaan Lingkungan (Environmental Management Plan)                     |
| RPL   | Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)                      |
| SIA   | Social Impact Assessment   |
| SOP   | Standard Operating Procedure   |
| UKL   | Upaya Pengelolaan Lingkungan (Environmental Management Efforts)                    |
| UPL   | Upaya Pengelolaan Lingkungan (Environmental Management Efforts)                    |

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

| No.  | Name of Stakeholder            | Institution / Position                   | Remarks                  |
|--|--------------------------------|--|--------------------------|
| <b>Stakeholders Interviewed during Public Consultation Meeting</b> |                                |  |                          |
| 1.   |                                |  |                          |
| <b>Stakeholders Interviewed On-Site</b>                            |                                |  |                          |
| 1  | Taufik                         | General Manager, PT Buluh Cawang         |                          |
| 2  | Ronald Tambunan                | Manager, Suka Mulya Estate               |                          |
| 3  | Suprihatin                     | Mandore Spraying Gang, Suka Mulya Estate |                          |
| 4  | Jariyah                        | Sprayer, Suka Mulya Estate               |                          |
| 5  | Latipah                        | Sprayer, Suka Mulya Estate               |                          |
| 6  | Dahlia                         | Sprayer, Suka Mulya Estate               |                          |
| 7  | Sumarni                        | Sprayer, Suka Mulya Estate               |                          |
| 8  | Wahyusaidudin                  | Sprayer, Suka Mulya Estate               |                          |
| 9  | Munti                          | Sprayer, Bambu Kuning Estate             |                          |
| 10   | Sumiati                        | Sprayer, Bambu Kuning Estate             |                          |
| 11   | Dariyah                        | Sprayer, Bambu Kuning Estate             |                          |
| 12   | Daud Boma                      | HES / Sekretaris P2K3                    | Implementation K3        |
| 13   | Ahmadi                         | Mandor pupuk                             | Training Firdt Aid (P3K) |
| 14   | Hamzah                         | Loading Ramp Mill                        | Identifikasi & risk K3   |
| 15   | Nelson                         | Workshop                                 | Identifikasi & risk K3   |
| 16   | Pante Kosta Elsiwi, and Kasida | Sprayer operator in Bambu kuning Estate  | Training                 |
| 17   | Nurul                          |  |                          |
| 18   | Mulyono                        |  |                          |
| 19   | Sunardi                        |  |                          |
| 20   | Simbolon                       |  |                          |
| 21   | --                             | Head Of DabukRejo                        |                          |
| 22   | --                             | Head of BumiArjo                         |                          |



