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## **Roundtable on Sustainable Palm Oil**

### **Public Summary Report**

Report no.: 824 502 17060

Certification assessment against the  
RSPO Principles & Criteria for Sustainable Palm Oil Production Independent Smallholders –  
Indonesia National Interpretation (INA-NI), July 2010 &  
RSPO Standard for Group Certification 2010

#### **Forum Petani Swadaya – Merlung Renah Mendaluh**

Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh Subdistrict,  
Tanjung Jabung Barat District, Jambi Province

Date of assessment : 17 – 21 October, 2016

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### 1.0 SCOPE OF CERTIFICATION ASSESSMENT

#### 1.1 National Interpretation Used

The operations of the palm oil plantation were assessed against RSPO Principles & Criteria National Interpretation for Sustainable Palm Oil Production, Independent Smallholders, Republic of Indonesia July 2010 of the RSPO Principles & Criteria.

#### 1.2 Type of Assessment

The main assessment was carried out on independent smallholder group **Forum Petani Swadaya – Merlung Renah Mendaluh (FPS-MRM)**, located at Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province, Indonesia.

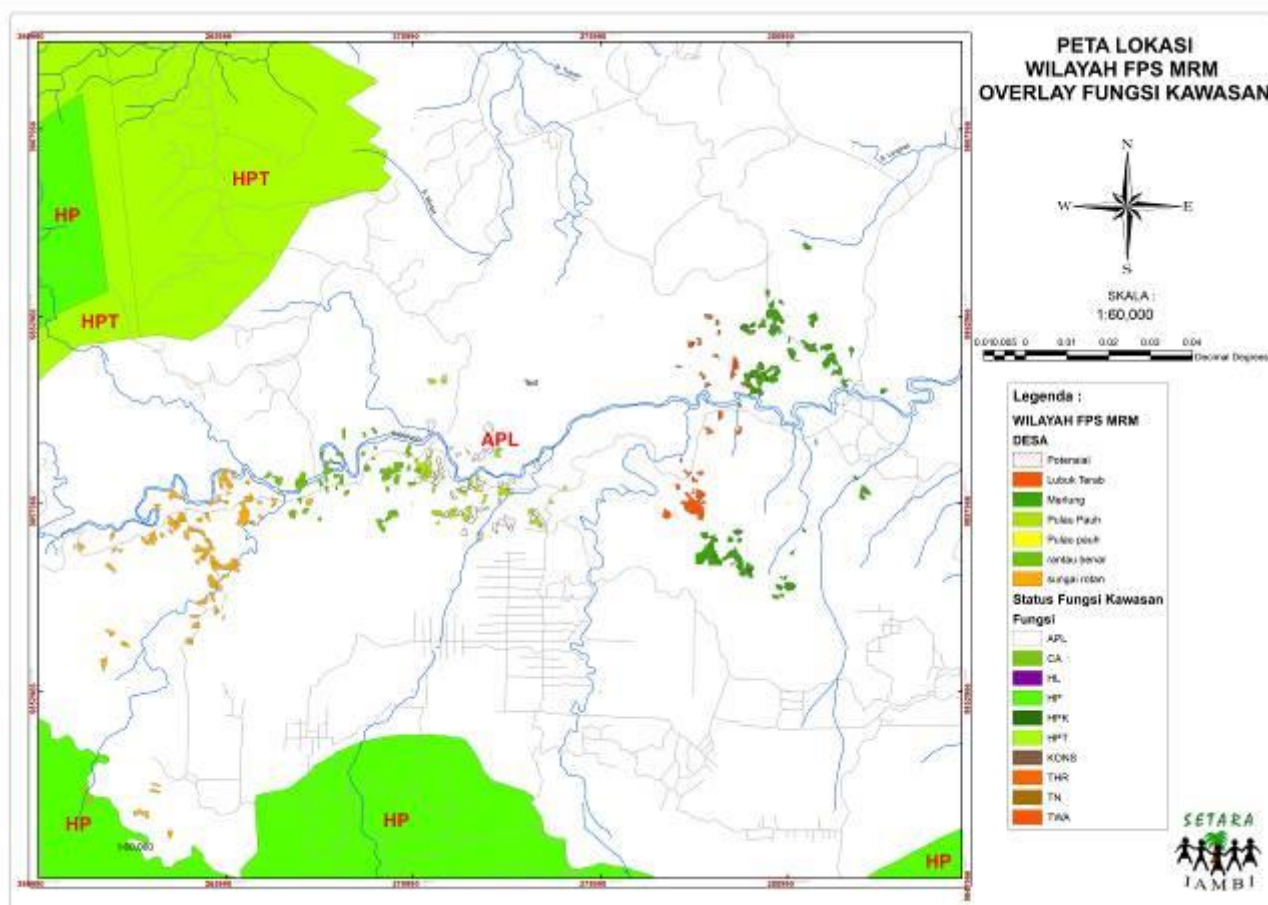
#### 1.3 Location and Maps

**Table 1.** GPS locations for all estates included in certification assessment

Name of Smallholder Groups	Location	GPS locations	
		Latitude	Longitude
Gapoktan Merlung Mandiri	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	1°15'29.571"	103°2'51.505"
Gapoktan Sungai Temegan	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	1°15'43.150"	103°0'50.799"
Gapoktan Usaha Berkat	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	1°17'14.546"	102°53'21.111"
Gapoktan Maju Jaya	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	1°16'23.862"	102°56'32.080"
Gapoktan Usaha Bersatu	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	1°16'21.311"	102°56'57.436"

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**Picture 1.** Map Location of FPS-MRM and overlay with Forest Designation Area of Jambi Province

**Table 2.** Certified tonnages claimed, certified tonnages sold, total and projected FFB production from Independent Smallholder Forum Petani Swadaya Merlung Renah Mendaluh.

Uraian	Amount (MT)				
	FFB (mt)	CPO**	PK**	PKO**	PKE**
<b>Certified tonnages claimed for 2017</b>	<b>8,334.09</b>	<b>1,666.818</b>	<b>375.034</b>	<b>168.765</b>	<b>206.268</b>
<b>Certified tonnages sold*</b>	-	-	-	-	-
<b>Actual Production for 2015</b>	5,518.584	1103.717	248.336	111.751	136.585
<b>Actual Production for 2016</b>	5,316.601	1063.320	239.247	107.661	131.585
<b>Projected output for 2017</b>	<b>8,334.09</b>	<b>1,666.818</b>	<b>375.034</b>	<b>168.765</b>	<b>206.268</b>

**Note:** \*) Period of January to December 2015 and 2016; \*\*) Assumption OER: 20%, KER 4.5%, PKO 45%, PKE 55%

## 1.4 Dates of Plantings and Replanting Cycles

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

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**Table 3.** Year of of plantings of independent smallholder estate

Year of Planting	Oil Palm Planted area each Gapoktan (ha)					Total (ha)
	Merlung Mandiri	Sungai Temegan	Usaha Berkat	Maju Jaya	Usaha Bersatu	
1992	-	-	2.8	-	-	2.8
1994	-	-	0	-	-	-
1995	-	-	0	-	-	-
1996	-	-	0	-	-	-
1997	-	-	0	-	-	-
1998	-	-	5.6	-	-	5.6
1999	-	10.2	0	-	-	10.2
2000	-	0	11.1	1.9	-	13.0
2001	-	5.0	14.5	2.14	-	21.64
2002	-	7.2	19.2	4.38	13.7	44.48
2003	-	1.6	4.2	3.21	6.42	15.43
2004	1.5	0.6	2.3	13.18	20.74	38.32
2005	9.5	2.2	10.4	9.1	5.04	36.24
2006	7.5	9.4	4.6	5.48	8.9	35.88
2007	2.8	2.5	4.8	7.23	16.2	33.53
2008	12.5	4.7	9.6	11.11	18.0	55.91
2009	7.1	3.7	1.0	9.98	9.15	30.93
2010	17.7	6.0	0.7	6.62	9.86	40.88
2011	14.2	3.2	1.5	7.61	11.0	37.51
2012	2	3.7	1.5	4.26	10.9	22.36
2013	3.6	-	-	4.4	-	8.00
2014	0.7	9.4	-	-	24.53	34.67
<b>Total</b>	<b>79.1</b>	<b>69.4</b>	<b>93.8</b>	<b>90.6</b>	<b>154.44</b>	<b>487.38</b>

Note: Based on interviewed with Group Manager, replanting program still not available because the YoP of oil palm still productive.

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

**Table 4:** Oil Palm Planted Area Summary, FFB Production and Average yield/ha for Forum Petani Swadaya Merlung Renah Mendaluh.

Poktan Name	Total area (ha)	Oil Palm Planted area (ha)	Mature (Production) area (ha)	Immature (Non-production) area (ha)	FFB Production* (mt)	Average yield (ton/ha)
<b>FFB Production 2015</b>						
Merlung Mandiri	79.1	79.1	78.4	0.7	693.704	8.84
Sungai Temegan	69.4	69.4	60.0	9.4	603.236	10.05
Usaha Berkat	93.8	93.8	93.8	-	985.875	10.51
Maju Jaya	90.6	90.6	90.6	-	1179.918	13.03
Usaha Bersatu	154.44	154.44	129.91	24.53	2055.851	13.17
<b>Total</b>	<b>487.38</b>	<b>487.38</b>	<b>452.71</b>	<b>34.63</b>	<b>5518.584</b>	<b>11.52</b>
<b>FFB Production 2016</b>						
Merlung Mandiri	79.1	79.1	78.4	0.7	715.167	9.12
Sungai Temegan	69.4	69.4	60.0	9.4	503.658	8.39
Usaha Berkat	93.8	93.8	93.8	-	1182.570	1260
Maju Jaya	90.6	90.6	90.6	-	1064.232	11.75
Usaha Bersatu	161.5	154.44	129.91	24.53	1850.974	11.85
<b>Total</b>	<b>494.4</b>	<b>487.38</b>	<b>452.71</b>	<b>34.63</b>	<b>5316.601</b>	<b>11.10</b>

Note: FFB production in 2015 and 2016

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**Table 5.** Land use data for Independent Smallholder Forum Petani Swadaya Merlung Renah Mendaluh

Poktan Name	Total area (ha)	Rubber Planted Area (ha)	Oil Palm Planted Area (ha)	HCV/Potential HCV areas* (ha)	Land used for other purposes (ha)			
					Local Government office	Nursery	Cleared Area	Land Conflict
Merlung Mandiri	79.1	-	79.1	-	-	-	-	-
Sungai Temegan	69.4	-	69.4	-	-	-	-	-
Usaha Berkat	93.8	-	93.8	-	-	-	-	-
Maju Jaya	90.6	-	90.6	-	-	-	-	-
Usaha Bersatu	161.5	-	154.44	-	-	-	-	-
<b>Total</b>	<b>494.4</b>	<b>-</b>	<b>487.38</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note: Some area in group member there are consist of rubber and oil palm (mixed planting between oil palm and rubber), but there is no any data could explained how big the rubber planting.

### 1.6 Detail information about RSPO certification

Detail information about RSPO certification for Forum Petani Swadaya Merlung Renah Mendaluh as follows:

<b>RSPO membership no. and date :</b>	1-0193-15-000-00
<b>RSPO certificate no. :</b>	-
<b>Date of first RSPO certificate &amp; validity :</b>	This is certification assessment
<b>Date of certification audit :</b>	Ocotober 17 – 21, 2016
<b>Date of previous surveillance audit :</b>	N/A, this is certification assessment
<b>Date of revised RSPO certificate &amp; validity (if applicable) :</b>	N/A, this is certification assessment
<b>FFB tonnages claimed :</b>	<b>8,334.09 mt</b>

**Table 6.** Profile of group members which involve the scope of certification

Poktan Name	Included on certification scope		Not included on certification scope		Grand Total		Note
	Areas (ha)	Members (person)	Areas (ha)	Members (person)	Areas (ha)	Members (person)	
Merlung Mandiri	79.1	29	0	0	79.1	29	-
Sungai Temegan	69.4	32	0	0	69.4	32	-
Usaha Berkat	93.8	31	0	0	93.8	31	-
Maju Jaya	90.6	33	0	0	90.6	33	-
Usaha Bersatu	161.5	47	0	0	161.5	47	-
<b>Total</b>	<b>494.4</b>	<b>172</b>	<b>0</b>	<b>0</b>	<b>494.4</b>	<b>172</b>	<b>-</b>

Note: List of member each group has described in **Appendix 6**.

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### 1.7 Organisational Information / Contact Person

Contacts details of the company are as follows:

<b>Company/Organization Name :</b>	Forum Petani Swadaya Merlung Renah Mendaluh
<b>Address :</b>	Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh Subdistrict, Tanjung Jabung Barat District, Jambi Province.
<b>Contact Person :</b>	Mr. AL-Akhram
<b>Telephone :</b>	+6285273453311
<b>Email :</b>	<a href="mailto:alakhram15@gmail.com">alakhram15@gmail.com</a>

### 1.8 Approximate Tonnages Certified

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

FFB (mt)	8,334.09
CPO OER (20%)	1666.818
PK KER (4.5%)	375.034
PKO (45%)	168.765
PKE (55%)	206.268

Note: FFB they produced delivered to PT IIS Mill.

### 1.9 Compliance to other RSPO Procedure

RSPO Procedure	Compliance (Yes/No)
RSPO NPP	No
RSPO Compensation and Remediation Procedure	No
Areal Subject to Sanction *)	63.58 Ha

**Note:** This sanction area will be active after Compensation and Remediation Procedure for independent small-holder is available.

### 1.10 Recommendation for Certification

Forum Petani Swadaya Merlung Renah Mendaluh has established and maintains an effective system to ensure compliance with the RSPO Standard for Group Certification, July 2010, National Interpretation RSPO Principles and Criteria for Sustainable Palm Oil Production for Independent Smallholders (INA-NI July 2010).

The audit team has confirmed through the audit process that the organization's practices complies with, adequately maintains and implements the requirements of RSPO Principles & Criteria for Sustainable Palm Oil Production Independent Smallholders - Indonesia National Interpretation (INA-NI), July 2010.

PT TUV Rheinland Indonesia recommends that Forum Petani Swadaya Merlung Renah Mendaluh to granted a producer of RSPO Certified Sustainable FFB.

### 1.11 Date of Certificate Issued and Scope of Certificate

The scope of the certificate covers production of FFB (whereas this FFB will convert into CPO, PK, PKO and PKE) from Forum Petani Swadaya Merlung Renah Mendaluh estates, which includes group of farmers of Merlung Mandiri, Sungai Temegan, Usaha Berkat, Maju Jaya and Usaha Bersatu.

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### 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
Mhd Fundy C Kurniawan	Lead Auditor	<p><b>Education:</b> Master Degree in Natural Resource and Environmental Management, Bogor Agriculture University</p> <p><b>Trainings attended:</b> Environmental Impact Assessment (EIA), Ecological Risk Assessment (ERA), Internal Quality Audit Training for Quality Management System, IRQA-QMS ISO 9001:2000, IRQA-EMS 14001, High Conservation Value (HCV), RSPO Lead Auditor Course, ISPO Auditor Course, SCCS Auditor and ISCC plantation audit.</p> <p><b>Working experience:</b> Experienced in Environmental Impact Assessment (EIA Assessment), Environmental Health Safety Senior Officer (EHS-Senior Officer) in Wilmar International Plantation, Internal Auditor for Wilmar International Plantation, Auditor for Roundtable on Sustainable Palm Oil (RSPO), Indonesian Sustainable Palm Oil (ISPO), Timber Legality Verification Certification (SVLK) in PT TUV Rheinland Indonesia since June 2012 – present.</p>
Doni	Auditor	<p><b>Education:</b> Master in Rural Sociology, Graduate School of Bogor Agricultural University completed in 2005.</p> <p><b>Trainings Attended:</b> GIS Training, Auditor Training of Indonesian Sustainable Palm Oil (ISPO), Training of Participatory Mapping, Training of Document Preparation HCV and SIA, Auditor Training of Sustainable Production Forest Management (SFM), Training and Up-Grading of SFM, Training of Mentoring technique for the Rural Farmers, Conflict Resolution Training and Journalism Training.</p> <p><b>Work Experience:</b> Frequently conducted certification audits of RSPO and ISPO for Palm plantation, the certification audit of SFM (Sustainable Production Forest Management) for HPH and HTI, worked as a consultant for the National Development Planning Agency, Ministry of Environment and Forestry, Indonesian People Bank (BRI), Ministry of Rural Development (KPDT) and the Ministry of Public Works, Director General of Cipta Karya, JICA and UN-HABITAT and UNDP, HCVF document drafting team for the company of HTI, HPH and constituent team for documents of HCV / SIA for oil palm plantations. Since March 2016 till now, work at PT. TUV Rheinland Indonesia.</p>
Dewi Akbari	Auditor	<p><b>Education:</b> Bachelor of Agriculture, Departement of Social and Economic of Agriculture, Sriwijaya University, Palembang.</p> <p><b>Trainings attended:</b> RSPO Lead Auditor Training, Pekanbaru (August 2014). Indonesian Sustainable Palm Oil (ISPO) Lead Auditor Training (May 2002); ISO 9001:2008 IRCA Lead Auditor, ISO 14000:2004, OHSAS 18001:2007 trainings -. OHSAS/SMK3 Lead Auditor based on PP No.50 /2012.</p> <p><b>Working experience:</b> Experience in consulting, training and auditing Quality, Environmental, OHSAS of PT Surveyor Indonesia Pekanbaru ( 2000 – 2010), Lead Auditor : QMS 9001:2008, Auditor Indonesian Sustainable Palm Oil (ISPO) and Roundtable Sustainable Palm Oil (RSPO) for TUV Rheinland since 2013.</p>



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### 2.3 Assessment Methodology

The main assessment was conducted on October 17 – 21, 2016 as per the assessment program below. The assessment was carried out in accordance with PT TUV Rheinland Indonesia's RSPO audit procedure as well as the RSPO Certification Systems document. During assessment, the qualified TUV Rheinland assessors used the RSPO standard as endorsed for the country in which the assessment took place and recorded their findings.

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

All 5 (five) members of Forum Petani Swadaya Merlung Renah Mendaluh estates were visited and the assessment team carried out field and document assessments of compliance to all the RSPO principles and criteria. Common systems were identified and specific evidence was recorded for individual estates. Interviews were conducted at all estates.

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

#### Certification Assessment Agenda

Date	Location / Main sites	Main activities
17/10/2016	FPS-MRM Office	Opening meeting Document checking, group certification requirement, principle and criteria.
18/10/2016	FPS-MRM Office	Document check for smallholder legality/entity, RSPO membership number, policy and procedure availability, agrochemical use record, fertilizer used record, land ownership/land legality, harvesting record, waste management, zero burning commitment, soil conservation, water management, OSH policy and commitment, law and regulation compliance, soil fertility, IPM implementation, transparency, land acquisition process, social impact, compliance and grievance, wages, employee, child labour, discrimination, sexual harassment, contribution to local development, and continuous development.
19/10/2016	FPS-MRM Field	On site visit to all group member ( <b>see Appendix 5</b> ). On site visit carried out to all group member sample to see implementation and commitment of RSPO principle and criteria as mentioned above.
20/10/2016	FPS-MRM Office	Continue document check. Closing meeting.

### 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. A stakeholder consultation meeting was also held at the Merlung Village Head Office Hall on 17 October 2016. Letters inviting individual stakeholders to the stakeholder consultation meeting were prepared and sent to the individual stakeholders, while electronic mail and telephone calls were made to arrange the meetings.

In all the interviews and meeting, 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

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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 and meeting, the assessment team did not restrict discussion of both the positive and negative aspects of operations conducted by FPS-MRM.

The stakeholder consultation meeting held with stakeholders during the audit was extensive and productive, with an attendance of more than 20 stakeholders. This was followed by site inspections, including visits to the local communities, interviews with land claimants and contractors, and inspections of worker amenities and infrastructure. All stakeholder issues raised were recorded and forwarded to the management for their written response, and this is summarized in Section 3.4. The list of stakeholders that attended the stakeholder consultation meeting and stakeholders interviewed during the assessment is included as Appendix 4.

### 2.5 Date of Next Surveillance Visit

The next surveillance visit is planned for 2018.

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### 3.0 ASSESSMENT FINDINGS

#### 3.1 Summary of Findings

During the certification assessment, there are 22 nonconformities, consisted of 6 major non-conformities for group certification requirements, 8 major non-conformities for principle and criteria, and and 8 minor non-conformities. There are none observations or opportunities for improve were identified. Further explanation of the non-conformities raised and corrective actions taken by the company are provided in Section 3.2.

The following is a summary of findings made for the criteria listed in the RSPO Principles & Criteria for Group Certification, July 2010 and for Independent Smallholder, July 2010.

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

<b>1. Group requirements.</b> <b>Producers can form or join a group for group certification. The organization and its members shall demonstrate their ability to meet the RSPO standard for group certification and the relevant RSPO standard for sustainable oil palm production</b>	
<b>1.1 Group Elements</b>	
<b>Element 1.1.1: The group shall be managed by a central administration (i.e. The Group Manager), which is responsible for ensuring the group's compliance with the applicable standards and manages the Group Management Documentation.</b>	
<p><b>Findings:</b>                      Forum Petani Swadaya Merlung Renah Mendaluh (FPS-MRM) has registered as RSPO member, with membership No. 1-0193-15-000-00 with period from October 2015 – September 2017.                      This FPS-MRM has legality document based on “Akta Pendirian Koperasi” FPS-MRM dated on May 18, 2015 without any limitation time. Akta document also mentioned the organizational structure for FPS-MRM such as: Mr. Al-Akhram as FPS-MRM Group Manager. And this FPS-MRM consist of “Gapoktan” i.e.:</p> <ul style="list-style-type: none"> <li>- Gapoktan Merlung village – Merlung Mandiri</li> <li>- Kelompok Tani Lubuk Terap village – Kelompok Tani Sungai Temagan</li> <li>- Gapoktan Pulau Pauh village – Usaha Berkat</li> <li>- Gapoktan Rantau Benar village – Maju Jaya</li> <li>- Gapoktan Sungai Rotan village – Usaha Bersatu</li> </ul> <p>This FPS-MRM has legally office located at Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.                      Until certification assessment process, the FPS-MRM not conducted member annually meeting (RAT) yearly as required in “Akta Pendirian Koperasi” document. This document mentioned the RAT should carry out every year. <b>This is non conformity.</b></p>	<p><b>Compliance status:</b> No.   <b>NCR RSPO00752</b></p>
<b>Element 1.1.2: The group shall consist of group members who have formally joined the group.</b>	
<p><b>Findings:</b>                      Based on document of “Akta Pendirian Koperasi” this FPS-MRM consist of five (5) Gapoktan member as mentioned above. There are available memorandum of understanding (MoU) joined group between Gapoktan and FPS-MRM, such as:</p> <ol style="list-style-type: none"> <li>1. MoU between FPS-MRM with Gapoktan Usaha Bersatu from Sungai Rotan village dated on May 14, 2015.</li> </ol>	<p><b>Compliance status:</b> Yes</p>

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<ol style="list-style-type: none"> <li>2. MoU between FPS-MRM with Gapoktan Usaha Berkat from Pulau Pauh village on May 14, 2015.</li> <li>3. MoU between FPS-MRM with Gapoktan Merlung Mandiri from Merlung village, dated on May 14, 2015.</li> <li>4. MoU between FPS-MRM with Gapoktan Maju Jaya from Rantau Benar village on May 14, 2015.</li> <li>5. MoU between FPS-MRM with Kelompok Tani Sungai Temegan from Lubuk Terap village, dated on May 14, 2015.</li> </ol> <p>FPS-MRM also has record of membership list for all Gapoktan and Kelompok Tani membership, with information inside such as name of member, total are, total oil palm tree, YoP, joined group date, and others.</p>	
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**Element 1.1.3: The Group Management Documentation shall include the documenting and monitoring of all the individual group members for membership status, production process, and other relevant aspects to ensure compliance with the relevant RSPO Standard for Sustainable Oil Palm Production and the RSPO Group Certification Requirements.**

<p><b>Findings:</b> FPS-MRM has records of individual membership monitoring documents for Gapoktan and Kelompok Tani who joined with the RSPO certification scheme, whereas the information available in the document such as individual membership information, letter of individual membership, letter of commitment to implement and joined with RSPO scheme, map of land location, land use ownership information, and others. Records of daily activity also available and monitored by FPS-MRM through the every Gapoktan and Kelompok Tani, such as:</p> <ul style="list-style-type: none"> <li>- Harvesting record from all individual membership</li> <li>- Records of fertilizer and pesticide used</li> <li>- Records of FFB sold</li> <li>- And others.</li> </ul> <p>FPS-MRM also established several document for guideline to implement the RSPO certification system, i.e.:</p> <ol style="list-style-type: none"> <li>1. Decree letter of Group Manager FPS-MRM No.01/SK-FPS-MRM/IV/2015 about organizational structure</li> <li>2. Decree letter of Group Manager FPS-MRM No.02/SK-FPS-MRM/IV/2015 about internal control system.</li> <li>3. Decree letter of Group Manager FPS-MRM No.08/SK-FPS-MRM/IV/2015 about no child labour.</li> <li>4. Decree letter of Group Manager FPS-MRM No.05/SK-FPS-MRM/IV/2015 about retention time document.</li> <li>5. Decree letter of Group Manager FPS-MRM No.06/SK-FPS-MRM/IV/2015 about maximum number of membership.</li> <li>6. Decree letter of Group Manager FPS-MRM No.04/SK-FPS-MRM/IV/2015 about obligation for all member to implement the best practice for oil palm cultivation also to protect fragile area such as swamp and peat.</li> <li>7. Decree letter of Group Manager FPS-MRM No.07/SK-FPS-MRM/IV/2015 about supply chain model.</li> </ol>	<p><b>Compliance status:</b> Yes</p>
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**Element 1.1.4: The Group Manager shall specify in the Group Management Documentation the maximum number of members that can be supported by the management system and the human resource and technical capacities of the Group Manager.**

<p><b>Findings:</b> The Group Manager has decided that the maximum number of</p>	<p><b>Compliance status:</b> Yes</p>
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members that can be realistically supported by the management system, human resources and technical capacities accordance to Decree letter of Group Manager FPS-MRM No.06/SK-FPS-MRM/IV/2015 about maximum number of membership, whereas the maximum number is 1,000 member.

### 1.2 Compliance With Standards

**Element 1.2.1: All group members that are formal members of the group seeking RSPO certification under group certification shall comply with the required relevant RSPO Standard for Sustainable Oil Palm Production.**

**Findings:**

FPS-MRM has established procedure about internal audit No.26/FPS-MRM/IV/2015 dated on April 26, 2015. This procedure that internal audit carry out meeting and internal audit schedule to ensure all group members shall comply with the RSPO standart. FPS-MRM also has established the procedure related all activity in the FPS-MRM such as oil palm planting, replanting activity, fertilizing activity, spraying activity, harvesting activity, and others.

FPS-MRM also carried out training and briefing to all membership to encourage the members understanding against to the RSPO standard, record of training and briefing available in place, such as:

- RSPO training on March 23, 2015 in Gapoktan Usaha Berkat.
- RSPO training on May 12 – 13 for Gapoktan Gapoktan Merlung Mandiri and Maju Jaya.
- RSPO training on March 18 – 19 for Kelompok Tani Sungai Temegan and Gapoktan Usaha Bersatu.

**Compliance status:** Yes

**Element 1.2.2: Group managers may run a programme to support prospective members in achieving compliance with RSPO requirements. Where such a programme is in place, there must be robust mechanisms in place to ensure that neither the prospective members nor the Group Manager makes any claim suggesting they are RSPO certified. Once the prospective member is in compliance with the RSPO standard they shall be formally included as a member of the certified group. Until RSPO compliance is achieved, the FFB production from prospective member sites will not count towards the total certified production of the group.**

**Findings:**

During certification assessment, FPS-MRM has identified two prospective member i.e.: Poktan Mekar Jaya and Warga Tani. Both of this prospective member, FPS-MRM has carried out survey and socialization to ensure the prospective member could understand with the RSPO principle and criteria. Whereas this FFB from both of prospective member sold under SPB (FFB document delivery) of Gapoktan Usaha Berkat.

FPS-MRM has established the procedure for:

- Procedure for FFB sell records No.16/FPS-MRM/IV/2015. This procedure explained about all FFB sell group members will not mix with FFB non members to ensure the FFB certified record well.
- Procedure for member registration No.01/FPS-MRM/IV/2015. This procedure explained every new member should complete the commitment form for comply against to the RSPO principle and criteria; then FPS-MRM internal audit will ensure the new member candidate through the verification land use

**Compliance status:** No

**NCR RSPO00753**

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<p style="text-align: center;">ownership document, land condition, land conflict. All procedure above signed by Group Manager on April 25, 2015.</p> <p>In the FPS-MRM there are consist of two membership type, such as:</p> <ul style="list-style-type: none"> <li>- Prospective member (not certified member, i.e.: Lampisi Jaya, Mekar Jaya and Warga Tani</li> <li>- FPS-MRM group member (certified member) will include in RSPO certification scheme, as mentioned (five) above.</li> </ul> <p>But, FPS-MRM (group manager) still not has written program to support the prospective members to comply with the RSPO principle and criteria. <b>This is nonconformity.</b></p>	
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**Element 1.2.3: Formal members of the Group shall sign an agreement with the Group Manager committing to achieving compliance with the relevant RSPO standard for sustainable oil palm production. The Group Manager and each member shall keep copies of the agreement.**

<p><b>Findings:</b> Records of memorandum of understanding (MoU) between FPS-MRM with group members (Gapoktan and Poktan) available in place, i.e.:</p> <ol style="list-style-type: none"> <li>1. MoU between FPS-MRM with Gapoktan Usaha Bersatu from Sungai Rotan village dated on May 14, 2015.</li> <li>2. MoU between FPS-MRM with Gapoktan Usaha Berkas from Pulau Pauh village on May 14, 2015.</li> <li>3. MoU between FPS-MRM with Gapoktan Merlung Mandiri from Merlung village, dated on May 14, 2015.</li> <li>4. MoU between FPS-MRM with Gapoktan Maju Jaya from Rantau Benar village on May 14, 2015.</li> <li>5. MoU between FPS-MRM with Kelompok Tani Sungai Temegan from Lubuk Terap village, dated on May 14, 2015.</li> </ol> <p>But, all Gapoktan, Poktan and group member did not have any copy of that document. <b>This is non conformity.</b></p>	<p><b>Compliance status:</b> No</p> <p><b>NCR RSPO00754</b></p>
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**Element 1.2.4: All the individual group members shall adhere to and show evidence that the internal requirements, as set out in the systems, programmes or policies adopted by the Group Manager are met.**

<p><b>Findings:</b> There are complete evidence that all individual group members has adhere to and show demonstrate that the internal group requirement, as set out in the systems, program, policy adopted by the group manager are met.</p> <p>The documents including records that showed evidence are:</p> <ol style="list-style-type: none"> <li>1. There is a signature on the consent of members to be involved in promoting sustainable palm oil;</li> <li>2. Information on land area and the amount of the principal at each farmers;</li> <li>3. There are records regarding to fertilizer application and dosage of each member of Farmer Group during 2014-2015;</li> <li>4. There are notes about types of pesticides used in 2014-2015 by each member including the name of the pesticide;</li> <li>5. There is information about the source of seed being plant-</li> </ol>	<p><b>Compliance status:</b> Yes</p>
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<p>ed;</p> <p>6. Copy of land certificate, except certificate that was for a guarantee in the Bank;</p> <p>7. There is data on the profile of each member of the group farmer which provides name, date of birth, address, cell phone number, education family status, number of children, extensive gardens, planting year, the principle amount, the origin of seed, land titles and land boundaries.</p> <p>8. The FFB production data including separation between certified FFB and non-certified FFB</p> <p>Have signed declaration that they will adhere to all the requirements of RSPO</p>	
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**Element 1.2.5: The group manager shall comply with the requirements of the RSPO Standard for Group Certification.**

<p><b>Findings:</b></p> <p>There is sufficient evidence that the group manager has conducted internal assessment against relevant RSPO standards and/or requirements on February to October 2015. Related records were reviewed, such as Checklist (refer to P&amp;C of RSPO), auditor assignment, summary of internal assessment results, and etc. All non-conformities has closed before annual surveillance.</p> <p>There is sufficient evidence that formal group members, individually and collectively, continually strive to maintain their compliance with the relevant RSPO Standard for Sustainable Oil Palm Production. In this certification audit, some documents including records have been reviewed and verified, they are:</p> <ul style="list-style-type: none"> <li>- Working Plan or Programme year 2016</li> <li>- Minute of meeting,</li> <li>- Attendance list for annual member meeting year 2016</li> <li>- Training programme/plan year 2016</li> </ul>	<p><b>Compliance status:</b> Yes</p>
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**Element 1.2.6: There shall be evidence to show that formal group members, individually and collectively, continually strive to maintain their compliance with the relevant RSPO Standard for Sustainable Oil Palm Production.**

<p><b>Findings:</b></p> <p>There is sufficient evidence that formal group members, individually and collectively, continually strive to maintain their compliance with the relevant RSPO Standard for Sustainable Oil Palm Production. In this certification audit, some documents including records have been reviewed and verified, they are:</p> <ul style="list-style-type: none"> <li>- Working Plan or Programme year 2016</li> <li>- Minute of meeting,</li> <li>- Attendance list for annual member meeting year 2016</li> <li>- Training programme/plan year 2016</li> </ul>	<p><b>Compliance status:</b> Yes</p>
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**1.3 Group Manager The Group Manager of the Group shall demonstrate its capacity for managing group certification and performance assessment against the RSPO Standard for Group Certification.**

**Element 1.3.1: The Group Manager shall be either a legal entity or an individual acting as a legal entity.**

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<p><b>Findings:</b> This FPS-MRM has legality document based on “Akta Pendirian Koperasi” FPS-MRM dated on May 18, 2015 without any limitation time. Akta document also mentioned the organizational structure for FPS-MRM such as: Mr. Al-Akhram as FPS-MRM Group Manager.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.2: If the Group Manager is not an individual, there shall be a description of the general structure of the Group Manager detailing the positions and responsibilities of all personnel clearly identified.</b></p>	
<p><b>Findings:</b> FPS-MRM has established the organizational structural. The FPS-MRM organizational structure consist of:</p> <ul style="list-style-type: none"> <li>- Group Manager</li> <li>- Supervisory Board</li> <li>- Vice Group Manager</li> <li>- Secretary</li> <li>- Treasury</li> <li>- Internal Control System</li> <li>- Marketing Unit</li> <li>- Registration Unit</li> <li>- Field Expert Unit</li> <li>- Gapoktan</li> <li>- Individual Member</li> </ul> <p>This organizational structure based on legality document No.2 on May 18, 2015. Whereas the individual member responsibility already mentioned in group manager decree letter No.01/SK-FPS-MRM/IV/2015 for each unit.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.3: The Group Manager and/or their personnel shall be able to communicate in a language understood by all group members (in both spoken and written form).</b></p>	
<p><b>Findings:</b> The Group Manager (Mr. Al-Akhram), is a local member of the community and is able to communicate with all members in the Indonesian language and the local dialect. The Indonesian language is also used for all formal correspondence of the group and in its meetings.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.4: The Group Manager and/or their personnel shall be able to demonstrate knowledge of the requirements of oil palm production, the RSPO Standard for Sustainable Oil Palm Production, the RSPO Standard for Group Certification, and internal group procedures and policies.</b></p>	
<p><b>Findings:</b> Based on interview with the Group Manager and other personnel of FPS-MRM, they can demonstrate and implement their knowledge of the requirements of oil palm production, the RSPO Standard for Sustainable Oil Palm Production, the RSPO Standard for Group Certification, and internal group procedures and policies. There is sufficient evidence that the Group Manager has socialized the RSPO Standard for Sustainable Oil Palm Production, the RSPO Standard for Group Certification, and internal group procedures and policies to all group members by :</p> <ul style="list-style-type: none"> <li>- Internal training,</li> <li>- Issue and share Pocket Book of P&amp;C RSPO &amp; Good Ag-</li> </ul>	<p><b>Compliance status:</b> Yes</p>



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Agriculture Practice, - Routine meeting, - Provide information board and - Any others informal communication	
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**Element 1.3.5: The Group Manager and/or their personnel shall not have any conflict of interest likely to affect their capacity to meet the requirements for Group Managers and shall be able to provide evidence of this.**

<p><b>Findings:</b>                  The Group Manager has no any conflict of interest, either of financial and/or business interest. Mr Al-Akhram has demonstrated his capacity and independency as Group Manager to meet the requirements (RSPO).                  Every problem and decision making process carried out together through the “Musyawarah” meeting between FPS-MRM and all group member (group member representative) such as for budget program, fertilizer purchased and others.</p>	<p><b>Compliance status:</b> Yes</p>
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**Element 1.3.6: The Group Manager shall demonstrate sufficient resources – i.e. human, financial, physical and other relevant resources – to enable effective and impartial technical and administrative management of Group Certification.**

<p><b>Findings:</b>                  The Group Manager has demonstrated sufficient resources i.e. human, financial, physical and other relevant resources to enable effective and impartial technical and administrative management of Group Certification.                  In order to perform routine activities including administration task, Group manager assisted by a sufficient number of personnel. The organizational structure Group has established to ensure that all activities related to Gapoktan will performe appropriately.                  Group Manager has hired a person to manage the Group Secretariat with the responsibilities as below :                  - Perform data collection of FFB of members                  - Archiving the data at secretariat                  - Communicate and coordinate with Group Manager of Gapoktan and farmer groups associated administration of Gapoktan.                  For financial purpose, FPS-MRM has internal mechanism to funding their activities.</p>	<p><b>Compliance status:</b> Yes</p>
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**Element 1.3.7: The Group Manager shall have the capacity to control, monitor and evaluate all members pertaining to their compliance to the RSPO requirements including communicating with them and visiting them at the required frequencies.**

<p><b>Findings:</b>                  There is sufficient evidence that the Group Manager has been continuing demonstrate the capacity to control, monitoring and evaluation all members but he have not schedule of visiting all members and their frequency. <b>This is non conformity.</b></p>	<p><b>Compliance status:</b> No</p> <p><b>NCR RSPO00755</b></p>
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**Element 1.3.8: The Group Manager shall have a documented system which sets out its mission and objectives, policies and procedures for operational management and decision making in order to demonstrate ability to manage the group in a systematic and effective manner.**

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<p><b>Findings:</b>                  The Group Manager has documented system which sets out its mission and objective, policy and procedures for operational management and decision making in order to manage the group in a systematic and effective manner.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.9: There shall be clear policies and procedures for communication between the Group Manager and group members.</b></p>	
<p><b>Findings:</b>                  The policies and procedures for communication within the organization, including Group Manager and the group member has included in the documentation is articles of association and by law.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.10: The group manager shall ensure all formal and prospective members understand the relevant RSPO Standards. This may include the development of a strategic plan on how group certification shall be achieved for prospective members, and the identification, definition and/or provision of training needs and/or communication strategies relevant to the implementation of the applicable RSPO Standard for Sustainable Oil Palm Production and the RSPO Standard for Group Certification. This can be provided directly by the Group Manager, an externally run training course or other means of provision of training or expertise.</b></p>	
<p><b>Findings:</b>                  There is sufficient evidence that all formal have understand the relevant RSPO standard/requirement. Through the group manager and organizational structure interviewed, showed that all person in organizational structure has good knowledge against to the RSPO principle and criteria. While for prospective members they still on going traning and briefing process by the group manager.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.11: The Group Manager shall ensure that if any group marketing system is developed and managed for the group, this is mutually fair and transparent to enable the securing of raw materials or trading of the group members' collective produce, or setting-up of an equivalent arrangement. The group marketing system shall include; rules for purchasing and selling within the group, rules for claims of RSPO certified, dissemination of markets, and price information and related logistics (i.e. transportation to mill etc).</b></p>	
<p><b>Findings:</b>                  The group manager has established a procedure in order to manage FFB sales to ensure that the sales processes are transparent and mutually beneficial between FPS-MRM and members of farmer groups through the procedure No.15/FPS-MRM/IV/2015, mentioned that all FFB certified and non certified sell should recorded, and the price transparency between FPS-MRM with group members are good. But during the certification assessment, FFB sales activity stil carried out by each Gapoktan/Poktan, still not control by FPS-MRM.                  In the future after FPS-MRM get RSPO certificate they will program to set the FFB sales activity in one control management under FPS-MRM.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 1.3.12: The Group Manager shall ensure that the total of all sales and claims of RSPO certified FFB production from group members does not exceed the total certified FFB production of the group in its entirety.</b></p>	

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<p><b>Findings:</b> During the certification assessment, FPS-MRM still not claim any FFB sales certified for all each group members, so this requirement not applicable for this time. And will verified aftr FPS-MRM get RSPO certificate and implement the FFB certified sales activity in the RSPO IT platform.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>2. Group management documentation requirements.</b> The Group Manager assesses compliance of the plantation practices and manages group members to ensure compliance with the RSPO Standard for Group Certification and the relevant RSPO Standard for Sustainable Oil Palm Production. The Group Manager shall have a documented internal system that contains the elements necessary for assessing the performance of group members and their plantations</p>	
<p><b>2.1 Group management document structure and content</b> The Group Manager shall have its operational structure, policies and procedures, and basic information on individual group members documented. The system verifies whether operations within the group comply with the RSPO Standard for Group Certification Requirement and the relevant RSPO Standard for Sustainable Oil Palm Production.</p>	
<p><b>Element 2.1.1: The Group Manager shall have an operating structure that defines group management documentation (i.e. internal control systems), decision-making and responsibilities within the group.</b></p>	
<p><b>Findings:</b> FPS-MRM has established the organizational structural. The FPS-MRM organizational structure consist of:</p> <ul style="list-style-type: none"> <li>- Group Manager</li> <li>- Supervisory Board</li> <li>- Vice Group Manager</li> <li>- Secretary</li> <li>- Treasury</li> <li>- Internal Control System</li> <li>- Marketing Unit</li> <li>- Registration Unit</li> <li>- Field Expert Unit</li> <li>- Gapoktan</li> <li>- Individual Member</li> </ul> <p>This organizational structure based on legality document No.2 on May 18, 2015. Whereas the individual member responsibility already mentioned in group manager decree letter No.01/SK-FPS-MRM/IV/2015 for each unit.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 2.1.2: All group records shall be retained for at least 5 years.</b></p>	
<p><b>Findings:</b> FPS-MRM has established decision letter No. SK.12/FPS-MRM/IV/2015 dated on April 25, 2015. This document mentioned that the retention time for document will in 5 years.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 2.1.3: The Group Manager shall have documented membership requirements for the participation of individual members in the group. This shall include:</b></p> <ul style="list-style-type: none"> <li>• Requirements and procedures for joining the group</li> <li>• Requirements and procedures for leaving the group</li> <li>• Procedures for incorporating a remedial system for member non-compliance</li> <li>• Procedures for expulsion from the group</li> </ul>	

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**Findings:**

Procedure No.01/FPS-MRM/IV/2015 about procedures for joining the group has explained about how mechanism to joining the group, such as:

- Carry out communication with the Gapoktan/Poktan who want joining the group
- Fillup the joining form
- Pay for registration fee
- Especially for new member who want to join in group certification, they should signed commitment letter to comply against to the RSPO principle and criteria
- Verification Unit of FPS-MRM will carry out verification to the new member candidate against to the legal land ownership, land conflict, planting area, and coordinate are to ensure the area will not in forest area/protection area.

Then, procedure No.06/FPS-MRM/IV/2015 dated on April 25, 2015 about leaving the group also available in place. This procedure mentioned that leaving the group will consist of:

- Leaving the group by voluntary
- Leaving the group by land ownership status change
- Leaving the group by sanction
- And mekanisme to re-joining the group after leaving the group.

**Compliance status:** Yes

**Element 2.1.4: There shall be a group-level operation manual that includes the following:**

- Internal assessment protocols
- Policies and procedures for accepting / removing members
- Policies and procedures for applying corrective action requests (CARs) to group members for non-compliance with the relevant RSPO standards
- Procedures for communicating corrective action requests (CARs)
- Clear description of the process to fulfill any correction action requests (CARs) issued internally by the Group Manager or by the certification body including timelines and the implications if any of the CARs are not complied with
- Policies and procedures for handling complaints, appeals, corrective action requests (CARs), and group member performance assessment
- Policies and procedures for group monitoring, including carrying out and updating group risk assessment and annual surveillance of group members

**Findings:**

A member of FPS-MRM may leave the group for the following reasons:

- 1) Due to voluntary departure from the group
- 2) Due to sales or transfer of the rights of his or her land to someone else
- 3) Due to expulsion from the group as a result of sanctions against that member

In any case, prior to leaving the group a member must first make known his intentions to the head of cluster in writing. The head of cluster will report this matter to the Group Manager. A member who wants to leave the group will also have to settle all his financial debts and other commitments, if there is, to the group. The head of cluster and group manager will then formally inform the member of the consequences of leaving the group including the loss of his rights as a member. In the event that the member is leaving because of sales or transfer of land, the sales must be informed to the group manager.

This procedure also states the process of reinstatement of membership. A member that wants to rejoin the group will

**Compliance status:** Yes

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have to follow the registration process just like any other new prospective member. If the reinstatement is due to corrective actions taken to mitigate the sanctions, then the reinstatement will be done immediately with a letter issued by the Group manager stating the same.

SOP No.26/FPS-MRM/IV/2015 dated on April 25, 2015 about internal audit has explained about internal audit mechanism, who will carry out the internal audit, and to who the internal audit result will addressed reported.

And procedure for accepting and removing the members also available in place as mentioned above.

Mechnism for internal control systems and correction corrective action communication also available in place. Also this mechanism mentioned about time frame to close the nonconformity. And procedure for communicating corrective action request also available in place, whereas found nonconformity, the group manager will communicate to the related group member and solve the nonconformity together.

Procedure also mentioned that if found the nonconformity, group member should submit the correction and corrective action within 1 month for major and 1 day for minor. And the reporting process should addressed to the internal control system/internal audit within 7 days after closing the nonconformity.

**Element 2.1.5: The Group Manager shall develop and maintain a database of group members included within the Group Scheme. This includes the information below as a minimum for each member:**

- **A copy of each group members application form to the group with relevant information for each member that is updated regularly, i.e. name of producer, address, contact details, type of land ownership, size of plantation area, location, etc**
- **Total annual production and production per unit area (hectare) for previous years, from at least one year prior to joining the group, and the estimated production for the current year**
- **Results from the last internal and external assessments showing performance levels to the relevant RSPO Standard for Sustainable Oil Palm Production, including dates these were carried out, any plans for implemented improvement and corrective action requests (CARs) raised and closed out for each group member**
- **The date of group membership acceptance and date of departure or expulsion from the group if relevant**
- **Maps of the plantation area for each group member. This can be in the form of individual maps or a collective map covering all group members**

**Findings:**

Records of group member application form available in place. This group members application form contain information about name, date of birth, identity card number, addressed, latest education, number of child, total planted area, year of planting, number of oil palm tree, land ownership document, FFB production and others.

Records for FFB production in 2015 also available in place for each group member. Also FFB projection production in 2016 available in place for each group member.

Internal audit has done by internal audit unit on September 2016. Based on internal audit result, found nonconformity against to the RSPO principle and criteria implementation, but this nonconformity already solved by correction and corrective action and all the records available in place.

Records for accepting new group member also available in place, whereas the information content consist of dated on

**Compliance status:** Yes

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joining, legal ownership information, agreement commitment to comply against to the RSPO principle and criteria, map of estate location, number of oil palm tree, year of planting and others information needed by group manager.  
And the group manager also kept the ech group member location planting map based on land ownership document and this map also available and accessible in place.

**Element 2.1.6: A summary of all the data on land use (in hectares) shall be kept and regularly updated covering the entire group that includes at least the following:**

- Total overall land area for each group member
- Total oil palm planted area for each group member
- Total RSPO certified production area for each group member
- Other crop production areas (i.e. non oil palm) for each group member if any
- Total undeveloped area or areas set aside for any particular reason (i.e. conservation, customary, identified HCV etc) for each group member, if any
- Total area with infrastructure for each group member, if any

**Findings:**

Record of total member and total planted area who joining with group RSPO certification available in place, i.e.:

- Merlung Mandiri, about 79.1 Ha
- Sungai Temegan, about 69.4 Ha
- Usaha Berkat, about 93.8 Ha
- Maju Jaya, about 90.51 Ha
- Usaha Bersatu, about 161.6 Ha
- Total planted area for all group member about 486.56 Ha.

During certification assessment, there is no any records for FFB certified production, because this FPS-MRM still in process for certification, and will verify in the next surveilliance.

Based on planting map, and field visit, there is no any group member land undeveloped. All area was developed and planting by group members.

Also there is no any HCV area. Only riparian buffer zone available in group member area, but this riparian bufferzone already planted by group member.

**Compliance status:** Yes

### 2.2 Internal Assessment System

**Element 2.2.1: Prospective members intending to join the group to be included under group certification shall only be allowed to become formal members of the group after an initial compliance assessment for entry by the Group Manager. This initial assessment will determine that all group members who formally join the group with the intention of being included under group certification, are able fulfill the group membership requirements and are able to meet the relevant RSPO Standard for Sustainable Oil Palm Production.**

**Findings:**

As mentioned above, FPS-MRM has prospective member, but for this prospective member there is no any evidence found that initial gap assessment done by group manager. **This is nonconformity.**

**Compliance status:** No

**NCR RSPO00756**

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**Element 2.2.2: The Group Manager shall implement a regular and ongoing internal assessment programme for all current group members that includes at least the following:**

- Internal assessments shall be documented and these documents maintained for 5 years
- Regular (at least annual) internal assessment visits to a sample of group members to confirm continued compliance with all the requirements of the relevant RSPO Standard for Sustainable Oil Palm Production and RSPO Standard for Group Certification. All members shall be monitored at least once during the period of validity of the group certificate (normally 5 years)
- The Group Manager shall identify the relevant RSPO Standard for Sustainable Oil Palm Production that is appropriate for each group member. It is the performance against this standard that is assessed at each internal assessment
- The sample size for internal assessments shall be based on a risk assessment of the group members, where a higher risk requires a higher sample size
- The sample size shall be determined by the formula  $(0.8/y) \times (z)$ , where z is the multiplier defined by the risk assessment. Low risk = multiplier of 1, medium risk = multiplier of 1.2, high risk = multiplier of 1.4
- The group shall use a minimum sample to be visited annually for internal assessment of  $(0.8/y)$ , where y is the number of group members, and where selection of group members is based on random selection techniques
- The Group Manager shall ensure that different group members are visited in each annual internal assessment to those that have been selected for assessment by the certification body, unless there are circumstances which require a revisit of the same members (e.g. pending corrective action requests (CARs), complaints received from stakeholders, risk factors etc)
- Additional internal assessments shall be scheduled when potential problems arise or when the Group Manager receives information from stakeholders about alleged non-conformities of the relevant RSPO Standard for Sustainable Oil Palm Production by group members

**Findings:**

Procedure for document retention time already in place as mentioned above, i.e.: all RSPO document will kept within 5 years.  
Beacuse this is certification assessment, the regularly internal assessment will check in the neext surveillance. During the certification assessment FPS-MRM done conducted internal assesment.  
All procedure for implement the RSPO principle and criteria already prepare and available in place by group manager as mentioned and explained in each principle and criteria above.  
Sample size methode for internal audit already mentioned in the internal audit procedure and has comply with the RSPO sampling methode, and the internail audit result already follow up by group members.

**Compliance status:** Yes

**Element 2.2.3: Non-conformities identified by the Group Manager shall be resolved internally according to a documented system of applying corrective action requests (CARs). See 2.1.4.3**

**Findings:**

All nonconformity identified by internal audit has done follow up by group members. There are available CAR's action record for each nonconformity has identified. This nonconformity also already communicate by group manager and internal audit to related the group members to ensure for the future this case may not will happen again.

**Compliance status:** Yes

**3. Chain of Custody.**

**The group manager shall have a system in place to enable the trading of RSPO certified FFB pro-**

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**duced from the group**

**Element 3.1: The group manager shall document and implement a system for the tracking and tracing of FFB produced by the group members, and intended to be sold as RSPO certified FFB**

**Findings:**

Procedure for sales of FFB available in place. This procedure signed on April 25, 2015. Procedure explained:

- 1) After harvesting is done and the number of bunches have been counted by the Kerani Kelompok (Checker cum recorder for the cluster), the checker will report these figures to the Kapala Kebun (Head of the Cluster) and the FFB can be loaded into the lorries transporting the FFB to the mill.
- 2) Surat Jalan TBS (FFB Delivery Note) will be brought together during the transportation of FFB to the mill.
- 3) The Delivery Order Number will be recorded by FPS-MRM
- 4) Payment for the FFB will be received by each cluster the following month
- 5) The cluster will then pay each member according to the harvest and will be given a signed payment received slip that is kept by both the cluster and the farmers as evidence that payment has been received.

FPS-MRM will apply supply chain model under Mass Balance system as mentioned in the decision letter of group manager. Also mentioned in the FFB production record process. Whereas the FFB certified production from group certification member should record separately with FFB certified production from group member not joined with group certification.

**Compliance status:** Yes

**Element 3.2: There shall be a collective group procedure for the sale of all certified FFB originating from the plantations of group members that is agreed by the group members and the Group Manager and is designed to ensure that non-certified FFB are not sold as RSPO certified FFB. This shall be contained in any group marketing system that is developed for the group, and shall follow one of the supply chain models as per the RSPO Supply Chain Certification Systems, i.e. Identity Preserved, Segregation or Mass Balance.**

**Findings:**

Penjualan Tandan Buah Segar (TBS) (Sales of FFB) dated April 25, 2015, states that:

- 1) After harvesting is done and the number of bunches have been counted by the Kerani Kelompok (Checker cum recorder for the cluster), the checker will report these figures to the Kapala Kebun (Head of the Cluster) and the FFB can be loaded into the lorries transporting the FFB to the mill.
- 2) Surat Jalan TBS (FFB Delivery Note) will be brought together during the transportation of FFB to the mill.
- 3) The Delivery Order Number will be recorded by FPS-MRM
- 4) Payment for the FFB will be received by each cluster the following month
- 5) The cluster will then pay each member according to the harvest and will be given a signed payment received slip that is kept by both the cluster and the farmers as evidence that payment has been received.

FPS-MRM will apply supply chain model under Mass Balance system as mentioned in the decision letter of group manager.

**Compliance status:** Yes



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<p>Also mentioned in the FFB production record process. Whereas the FFB certified production from group certification member should record separately with FFB certified production from group member not joined with group certification. And the group manager will provide stamp to identified and difference the FFB certified delivery between FFB non certified.</p>	
<p><b>Element 3.3: The group manager shall ensure that all invoices for sales of RSPO certified FFB originating from the group are issued with the required information as per the adopted supply chain model requirements within Annex 6 of the RSPO Supply Chain Certification Systems document – November 2009</b></p>	
<p><b>Findings:</b> As mentioned above, the group manager has mechanism to ensure FFB certified and non certified will sales accordance to the FFB status. Whereas for FFB certified will record separately between non certificate and every FFB certified sales will indicate by stamp in FFB delivery not. And this will implement after FPS-MRM get RSPO certificate and will verify in the next surveillance.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 3.4: The physical transporting of RSPO certified FFB originating from the plantations of group members shall be done either directly by the group (i.e. through own transportation), or via sub-contracted intermediaries. For intermediaries the requirements as outlined in 3.7 shall also apply</b></p>	
<p><b>Findings:</b> The organization using FFB delivery slip to buyer on behalf of farmers where there are information of delivery date/day, quantity/volume (tonnase), transport (car number plate and name of driver), name of product, supply chain model, sign of estate and sign of receipt.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 3.5: All sales of FFB originating from the plantations of group members shall be documented. This shall include:</b></p> <ul style="list-style-type: none"> <li>• Invoices and receipts (purchase and sale)</li> <li>• Information on transport</li> <li>• The relevant group members" group identification number</li> <li>• Description of the product sold (i.e. RSPO certified or not), product volume and destination</li> </ul>	
<p><b>Findings:</b> Because this is certification assessment, there are no sales of certified product as yet. However information on FFB sales are kept in FPS-MRM for each group member/Gapoktan and Poktan. FFB sales certified will check in the next surveillance.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Element 3.6: The Group Manager shall maintain copies of all relevant documentation and records of group product transactions for a period of 5 years.</b></p>	
<p><b>Findings:</b> All documents are maintained for a period of 5 years as mentioned above.</p>	<p><b>Compliance status:</b> Yes</p>

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**Element 3.7: If an intermediary exists in the supply chain from the group to the mill that wants to be included within the group certification control rather than obtain their own supply chain certification, the intermediary shall be identified by the Group Manager. The Group Manager shall have a contract with the intermediary to fulfill the RSPO Standard for Group Certification and agree to be assessed on an annual basis by the Group Manager as well as in certification assessments. It is the responsibility of the Group Manager to ensure that the intermediary shall comply with the following conditions:**

- There shall be a contract between the intermediary and the Group Manager
- The intermediary shall have complete purchasing and selling records
- The intermediary shall have RSPO supply chain systems in place to separate certified from non-certified materials through any of the RSPO supply chain options (i.e. Identity Preserved, Segregation or Mass Balance)

**Findings:**

All FFB delivery transport carried out by contractor. But based on FFB transportation process, all third party used as FFB transport still not comply with the RSPO requirement, such as there is no evidence that FFB transport contract document available in place, whereas this contract document explain how about certified FFB handling process as set by group FFB transportation process procedure for certified FFB. **This is nonconformity.**

**Compliance status:** No

**NCR RSPO00757**

### B. Findings against RSPO Principles & Criteria (P&C) for Independent Smallholders

**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:**

FPS MRM has Standard Operational Procedure for Data and Information Request, Number 23/FPS MRM/IV/2015. Gapoktan, Farmer Group and Forum of Independent Farmer Merlung Renah Mendaluh (FPS MRM) implement data management system which has purpose to guarantee the data quality and validity. The person in charge are head and secretary of FPS MRM. But this procedure not explained who person will responsible, time table to response every information request and what kind of information will publically available or no. **This is nonconformity.**

The storage period for document is for 5 years, except for legal document, unlimited storage period since document was needed.

Information request and responses were noted in Log Book which is provided in FPS MRM, Gapoktan and Farmer Group. Log Book consists of information about date, Number of Letter, Subject, response or follow up. The officer are Chief and Secretary.

FPS MRM has Standard Operational Procedure for Stake Holder Number. 27/FPS-MRM/IV/2015. This SOP as a guide to determine external parties as stake holder, pengkinian (Updated Data), and the officer in charge.

There is stakeholder list which consist of information related to institution name, contact person, address, phone number and relation with auditee. In broad outlined, stakeholder come from government institution in district, subdistrict, and village, PT. Inti Indosawit Subur, reseller of Tiga Saudara Fertilizer, Kurnia

**Compliance status:** No

**NCR RSPO00758**

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Jaya Fertilizer, Damkar, Community Health Center of Merlung and Lubuk Kambing. Guidance for stake holder determination is based on needs, since there is relation with stake holder. Stake holder list is updated in every 6 months by chief and treasury. It has been conducted socialization of transparency commitment to stake holders, those are: 1) Pulau Pauh Village, Gapoktan Usaha Berkat and Merlung Village, Gapoktan Merlung Mandiri, Lubuk Terap Village, Farmer Group of Sungai Temegan, Socialization was conducted on March 23, 2015; 2) Rantau Benar Village, Gapoktan Maju Jaya and Sungai Rotan Village, Gapoktan Usaha Bersatu, socialization was conducted on March 24, 2015.

**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:**

FPS MRM has statement letter, published on October 5, 2015, related to :

- The disclosure of information, related to land legality and social information.
- Committed to avoid child workers as stipulated in existing regulation.
- Not doing sexual harassment and domestic violence.
- Not employing pregnant woman on the job at risk to her pregnancy.
- Grant freedom of association and gathered to workers.
- Ethical business (No bribing and vice versa) and give equal opportunity or no discrimination in employment and business opportunity.

Based on interview (October 18, 2016) with committee of Independent Farmer Forum of Merlung Renah Mendaluh (FPS MRM), Gapoktan Usaha Berkat, Merlung Mandiri, Sungai Temegan, Maju Jaya, Usaha Bersatu and farmer member, it was known that oil palm plantation area not come from indigenous land or traditional right. It was originated from inherited land, personal land as proved in certificate of ownership, SKT (Land Certificate).

**Compliance status:** Yes

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

**Findings:**

Standard Operational Procedures Towards a sustainable palm oil Farmers Forum Governmental Merlung Renah Mendaluh West Tanjung Jabung district, Jambi Province in 2015-2020 is available in place. In Chapter III. Compliance with Laws and regulations: All members must complying with the applicable law and regulations, both national regulations, local and village regulations.

Gapoktan has a list of applicable regulations Records list the important and relevant regulations related to oil palm plantations is available, but not all the regulations per laws in include the into the list.

Chairman of the Gapoktan established procedures in updating the regulations to be done in quarterly, in Gapoktan meetings. Latest regulatory information is usually obtained from State's

**Compliance status:** No

**NCR RSPO00759**

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Field counseling Staff (PPL-Petugas Penyuluh Lapangan) and an NGO, i.e. Setara.

Letter of Cultivation Register (STD-B) in accordance with the Regulation of Permentan No. 26 of 2007 Article 3. There is evidence of STD-UP Nomor 503.44/15/KPPT/2016 issued by Integrated Licensing Service Office of Tanjung Jabung Barat district owned by Ibnu Abas Gapoktan Usaha Berkat. Total of 31 members who have Letter of Cultivation Register (STD-B). Environmental Management Statement/SPPL (Surat Pernyataan Pengelolaan Lingkungan) document based on the Ministry of Environment Regulation No. 13/2010 was not obtained. There is evidence of There Approval Letter of Eligibility Environmental Management Statement ( SPPL) Number: 660.4 / 265 / SPPL / 2015 dated 30 November 2015 issued by Head of the Environment Agency (BLHD) of Tanjug Jabung Barat Regency, dated November 30, 2015. Kab.Tanjung Jabung Barat, owned by Forum Petani Swadaya Merlung Renah Mendaluh (Gapoktan).

Letter-Plantation Business Registration Certificate (STD-B) in accordance with the Regulation of Permentan No. 26 of 2007 Article 3. There is evidence of STD-UP Nomor 503.44/15/KPPT/2016 issued by Integrated Licensing Service Office of Tanjung Jabung Barat district owned by Ibnu Abas Gapoktan Usaha Berkat. Total of 31 members who have Letter of Cultivation Register (STD-B).

Forum and Gapoktan already have mechanism (Standard Operational Procedures Towards a sustainable Palm Oil) which ensures the implementation of regulatory compliance along with the associated evaluation and adjustment, as follows:

1. Adjustment of working hours, wages (especially workers on a daily basis)
2. Adjustment of land legal letter, examples of land legal letters a.n Aris Suparmo Gapoktan Merlung Mandiri Tani Aur Duri 2 village, area 4 ha and 2,8 Ha status Sale and Purchase, and 0.6 Ha Property Rights Certificate (SHM)
3. Adjusting the involvement of workers under 18 years old, chapter VIII point 3. All members are not allowed to employ children of school age, except the children who follow their parents into their garden, but should be under the supervision of adults alike and does not interfere with children's education.
4. Socialization changes in legislation to all members

There is no evidence that socialization has been done to change the law and regulations to all members. **It was raised as non-conformity.**

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

**Findings:**

All group members of FPS-MRM has legal ownership (SHM), and some of FPS-MRM group member has land certificate information (SKT) issued by Head of Village (Kepala Desa) and also letter of compensation (SKGR-Surat Keterangan Ganti Rugi). All copy of land status/land title available in place in group manajer office. All sampling Took to ensure the legal compliance against to the land title see in Appendix 5. During field verification, all group members has installed

**Compliance status:** Yes

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boundary pillars between group members and group members with external land ownership. But found some group members use natural boundary pillars (such as palm tree) as demarcated they land with the others.

**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:**

Based on interview (October 18, 2016) with committee of Independent Farmer Forum of Merlung Renah Mendaluh (FPS MRM), Gapoktan Usaha Berkat, Merlung Mandiri, Sungai Temegan, Maju Jaya, Usaha Bersatu and farmer member, it was known that oil palm plantation area not come from indigenous land or traditional right. It was originated from inherited land, personal land as proved in certificate of ownership, SKT (Land Certificate), deed of sale and purchase.

**Compliance status:** Yes

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

**Findings:**

FPS-MRM has management plan for three years until 2019. They also have operational work plan for year 2016 such as:

- Yearly member meeting (Rapat Anggota Tahunan) board meeting.
- Sales and Purchase of subsidized fertilizer (Urea, SP-36, NPK Phonska, Petrogonik, etc.
- To facilitate the sale of FFB from the group to POM (Palm Oil Mill).
- Business Unit member savings and loans.
- Submission of making new pond in the marsh area and filing assistance fingerlings.
- Submission of making primary trenches for the manufacture of new rice fields in a swamp area.
- Conducting more training such as Good Agriculture Practice (GAP), Occupation, Health and Safety (OHS), Integrated Pest Management (IPM) techniques, fertilization, High Conservation Value (HCV) and fire response.

Available Estimates of FFB production Palm Plantation Mandiri, FPS-MRM year 2015 and 2016.

FPS-MRM did not have a replanting program because the palms were still young, the oldest being just 18 years. They plan to start for replanting in year 2019 for year 1992 plantation area in Desa Pulau Pauh Kecamatan Renah Mendaluh Gapoktan Usaha Berkat Jaya.

**Compliance status:** Yes

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

**Findings:**

FPS-MRM has manual or guide of harvesting, maintenance/manuring (mature and immature), fertilization, land clearing, nursery, pest management, and land appropriate assessment which issued by Indonesian Oil Palm Research In-

**Compliance status:** Yes

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stitute (Pusat Penelitian Kelapa Sawit). There are evidence of implemented procedures, for example record the use of fertilizers year 2015 and 2016 per farmer, record the use of pesticide year 2015 and 2016 per farmer, record of harvest year 2015 and 2016 per farmer, record of the results of observation pest and disease, record of FFB delivery to buyer, etc.

1. SOP No.09/FPS-MRM/IV/2015 Pruning Pelelah Kelapa Sawit
2. SOP No.11/FPS-MRM/IV/2015 Pengendalian Hama dan Penyakit Tanam Kelapa Sawit
3. SOP No.12/FPS-MRM/IV/2015 Pembibitan Kelapa Sawit
4. SOP No.13/FPS-MRM/IV/2015 Panen TBS Kelapa Sawit
5. SOP No.14/FPS-MRM/IV/2015 Pemupukan Kelapa Sawit
6. SOP No.24/FPS-MRM/IV/2015 Pengendalian Erosi Tanah
7. SOP No.15/FPS-MRM/IV/2015 Penjualan TBS Anggota
8. SOP No.16/FPS-MRM/IV/2015 Pencatatan dan Pendaftaran Penjualan TBS Anggota
9. SOP No.17/FPS-MRM/IV/2015 Pengendalian Erosi Tanah
10. SOP No.25/FPS-MRM/IV/2015 Pengendalian Hama dan Penyakit Tanaman Kelapa Sawit
11. SOP No.18/FPS-MRM/IV/2015 Pengelolaan Bahan Kimia
12. SOP No.19/FPS-MRM/IV/2015 Prosedur Penanaman Kelapa Sawit Baru
13. SOP No.20/FPS-MRM/IV/2015 Kesehatan dan Keselamatan
14. SOP No.21/FPS-MRM/IV/2015 Kecelakaan dan Keadaan Darurat
15. SOP No.22/FPS-MRM/IV/2015 Tanggap Darurat Kebakaran Lahan
16. SOP No.23/FPS-MRM/IV/2015 Prosedur Permintaan Data dan Informasi

There are evidence of implemented procedures, for example record the use of fertilizers year 2015 and 2016 per farmer, record the use of pesticide year 2015 and 2016 per farmer, record of harvest year 2015 and 2016 per farmer, record of the results of observation pest and disease, record of FFB delivery to buyer, etc.

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

**Findings:**

Smallholder organization has keeps the fertilizer application record year 2015 and until Sept 2016. Types of fertilizers used are Urea, KCl (MoP), SP, Kapur, Borat, organic fertilizer and oter fertilizers (ponska, NPK and urine).

Volume of fertilizer used by each farmer group year 2015 are such as: Forum Petani Swadaya Merlung Renah Mendaluh farmer group amount of 28,351.50 Kg and 1,850 liter consist of urea: 7,390.50 kg, KCl (MoP): 17,953 kg, SP: 250 kg, Kapur : 7,900 kg, Borat: 0 kg 17,701 kg Phonska, 9,900 kg NKP.

Volume of fertilizer used by each farmer group year 2016 (until September 2016) are such as: Forum Petani Swadaya Merlung Renah Mendaluh farmer group amount of 38,981 kg Urea :4,502 kg, KCl (MoP): 12,651,50 kg, SP: 2,950 kg, Kapur : 75.00 kg, Borat: 3,000 kg Fertilizer Organic , 16.300 kg

**Compliance status:** Yes

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Phonska, 2,750 kg NKP.  
Smallholder organization kept year 2015 productivity record where FFB production & yield year 2015 each farmer group are:

- Gapoktan Merlung Mandiri, Merlung Village: 693.704. tonne
- Kelompok Tani Sungai Temegan, Lubuk Terap Village: 603.236 tonnes
- Gapoktan Usaha Berkat, Pulau Pauh Village: 985.875 tonnes
- Gapoktan Maju Jaya, Rantau Benar Village: 1,179.918 tonnes
- Gapoktan Usaha Bersatu Sungai Rotan: 2,055.851 tonnes

Further more, FFB production and yield in year 2016 (until September 2016) for each farmer group area are as follows:

- Gapoktan Merlung Mandiri, Merlung Village : 391.827 tonnes
- Kelompok Tani Sungai Temegan, Lubuk Terap Village: 350.312 tonnes
- Gapoktan Usaha Berkat, Pulau Pauh Village: 685.126 tonnes
- Gapoktan Maju Jaya, Rantau Benar Village: 628.949 tonnes
- Gapoktan Usaha Bersatu Sungai Rotan: 1,086.521 tonnes

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

**Findings:**

To control soil erosion, FPS-MRM has established the procedure No.09/FPS-MRM/IV/2015 about erosion control. In accordance to the procedure, erosion soil control as follows:

- Taking into account the condition of the slope of the ground and began to plan his rescue activities.
- Make metode Tapak Kuda / Tread people in areas with a slope of spots.
- If possible terraces before planting begins for the purpose of avoiding erosion and road access.
- For areas that are not too skewed could use the mid-rib extend composition in order to restrain the rate of water flow.
- Using cove crops in order to avoid further soil erosion.
- Do not spray the resulting total land open and susceptible to erosion.

Based on map of topography and soil and field verification, topography in Independent Smallholder Group (Gapoktan) area is mostly flat and slope, there are conservation effort for plantings on sloping terrains such as in using tread horse / Tread people method. Since the plantation has been mature stage, the auditor can not seen the process of cover crop plantation, however it can be seen that remain cover crop still exist.

Ther is no peat soil all group member area, as seen on the soil map information. There is small wetland area (lowland area) mineral soil, Gapoktan conduct soil and water conservation program by drainage system construction such as explained by the Gapoktan staff and observed on the field.

**Compliance status:** No

**NCR RSPO00760**

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But for areas planting above 2014 year in the Rahim estate members have not been doing practices to minimize soil erosion. **It was raised as non-conformity.**

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

**Findings:**

Organization has conducted awareness programs about maintain natural water resources (river and swamp) in form of signboard where the signboard are installed on the main road, estate and strategic location, terracing and setting palm fronds in parallel with water flow.

Based on verification at site :

- Aris Suparmo estate farmers Gapoktan Merlung Merlung Desa Mandiri, already made Make tread horses / Tread people in areas with a slope and uses an arrangement of midrib extends to restrain the rate of water flow.
- Suhaili estate farmers Gapoktan Merlung Merlung Desa Mandiri makes tread horses and terracing.

**Compliance status:** Yes

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

**Findings:**

FPS-MRM has IPM program to ensure the level attack of pest and diseases. This IPM program prepare by group manager, whereas the census carry out every three months. Group manager also has program training 2017 for person in charge in Gapoktan and Poktan to carry out census.

Then IPM census training for 2016 has been done by group manager whereas the trainer came from PT IIS dated on February 26 – 27, 2016. Record of training available in place such as attendant list and training photograph.

Record of simple census available in place, wheres the census was for caterpillar and bagworm only. This census carry out together with company escort (PT IIS) for 2015. Based on census there is no medium – high level attack. Field observation also showed that oil palm leaf in good condition.

During field visite to the Gapoktan Usaha Bersatu (Mr. Saharudin – group member) he knows about IPM and also he could explained how to identification the level attack through the amount of caterpillar in palm oil leaf.

**Compliance status:** Yes

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

**Findings:**

Group manager has carried out agrochemical – IPM training for all group members on February 26 – 27, 2016, attendant by 40 group member from Lubuk Terap and Merlung. Training also has been conducted on February 24 – 25, 2016, attedant

**Compliance status:** No

**NCR RSPO00761  
NCR RSPO00762  
NCR RSPO00763**



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by 105 group member form Rantau Benar and Sungai Rotan. FPS-MRM has established procedure No.29/FPS-MRM/IV/2015 about chemical waste handling. This procedure mentioned that chemical waste should deliver to Group Manager/Gapoktan/Poktan and not allowed to dispose to the environmental.

Organization has keeps record on pesticide and fertilizer application year 2015 and 2016. Information about record fertilizer application has described on indicator 4.2 above. Pesticides (herbicides) used are Supretox 276 SL (Paraquat dichloride 276 g/l), Gramoxone 276 SL (Paraquat dichloride 276 g/l), supremo, Roundup 486 SL (isopropylamina glyphosate 486 g/l) and Noxone 297 SL (Paraquat dichloride 297 g/l).

FPS-MRM has list of chemical used, but there is no evidence that chemical already registered/ have license by related Official Government. **This nonconformity.**

Also, there is no evidence that chemical use according to the species, dosage application and methode time. **This nonconformity.**

Then, there is no evidence that FPS-MRM has obligated all group members to use PPE during applying agrochemicals. Because the latest PPE borrow request was in 2015. **This is nonconformity.**

In the other hand, FPS-MRM has established mechanism to handling the chemical and chemical waste, but records for implemetation of that procedure not available yet. **This is nonconformity.**

**NCR RSPO00764**

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

**Findings:**

OSH safety policy has established in the group manager document No.2 Year 2015 about Occupational Health and Safety signed on April 2015. This policy has set about PPE obligation for every activity, to minimize work accident, risk assessment identification, also for OSH procedure available in place.

Records of OSH communicating and briefing to all group members are available in place, carried out on September 20, 2015 for all Gapoktan and Poktan member. But found based on PPE records of the FPS-MRM, the latest PPE's borrowed by group member was in 2015. This is nonconformity and raised under CR 4.6.

Risk assessment identification for all activity in group member also available, whereas the risk assessment identification covered from planting, fertilizing, spraying, harvesting, FFB loading, office activity and others.

**Compliance status:** No

**NCR RSPO00763**

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

**Findings:**

FPS-MRM has a training program/plan year 2015 and 2016 including topics such as nursery training, dynamic group training, cooperative training, HCV training, agrochemical and OHS training and Good Agriculture Practice training.

**Compliance status:** No

**NCRRSPO00771**

List of training that have been done by the Farmers Forum

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Swadaya Merlung Renah Mendaluh in 2013 and 2015, included in training:

- Group Effectiveness training
- Organizational training
- Training on the use of chemicals and RSPO briefing
- Socialization Mapping land
- Awareness of HCV
- Training Agrochemical use, K3 and Integrated Pest Management
- Training RSPO principles and criteria for the group manager
- Training RSPO principles and criteria for independent smallholders

But is not available realization of training programs for transport contractors TBS used his services by FPS MRM. **This is nonconformity.**

**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:**

FPS-MRM has record of SPPL (letter of commitment for environmental management) document for all group member including Gapoktan and Poktan, but found one (1) of group member did not have (still in process) in the related official government. **This is nonconformity.**

FPS-MRM has established document environmental management and monitoring matrix plan for all activity in FPS-MRM.

FPS-MRM also did not have evidence report of environmental management as required in the SPPL document. **This is nonconformity.**

**Compliance status:** No

**NCR RSPO00765**

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

**Findings:**

During field visit to group member, group member as sampling could mentioned flora and faune are protect by FPS-MRM and local regulation.

But, FPS-MRM did not have mechanism to handle how if may happen wildlife conflict between group member, and also FPS-MRM did not decided who person in charge to handle, to encourage group member about conservation. **This is nonconformity.**

**Compliance status:** No

**NCR RSPO00766**

**NCR RSPO00767**

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

**Findings:**

Based on field assessment, interviewed with FPS-MRM group member as sampling, they not understood how to handle the

**Compliance status:** No

**NCR RSPO00768**

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agrochemical waste such as agrochemical container. <b>This is nonconformity.</b> Then, FPS-MRM also did not have any program for the next to manage the agrochemical waste. <b>This is nonconformity.</b>	<b>NCR RSPO00769</b>
<b>Criterion 5.4: Efficiency of energy use and use of renewable energy is maximized.</b>	
<b>Findings:</b> This criteria does not apply to independent smallholders	<b>Compliance status:</b> Not Applicable
<b>Criterion 5.5: Use of fire for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice.</b>	
<b>Findings:</b> FPS-MRM has policy for zero burning activity for land preparing, and replanting activity. And based on group member interviewed as sample, they understood that burning activity for land preparing and replanting is prohibited. During audit, organization was not used fire for elimination of pest and diseases but farmers understand emergency responses procedure/mechanism against land fires. Addition to the procedures that the organization has emergency response team of land fires. Simulation/training of emergency response of land fires has conducted on date of June 5, 2015 where there are evidence such as attendance list and documentation/photos of use of fire extinguishers. Available Emergency Response Procedures Fire Land No.22/FPS-MRM/IV/2015 dated April 25, 2015. In the emergency relief effort fires FPS MRM do some activity is: <ul style="list-style-type: none"> <li>- Conduct a thorough socialization to members not to clear land by burn.</li> <li>- Conduct regular monitoring in areas prone to fire.</li> <li>- In case of fires, do early detection and fighters with simple tools.</li> <li>- If the flames can not be done then report to the board members Gapoktan or directly to the nearby fire.</li> <li>- The management Gapoktan or FPS-MRM contact the Fire Department.</li> <li>- The process of land firefighters conducted together</li> </ul> Organization has owns simple fire control equipment such as helmet, masker, wearpack, fire exstinguisher in form of dry chemical powder, buckets, saws, rakes, etc. Gapoktan should be have firefighting facilities and infrastructure sufficient for handling fireland.	<b>Compliance status:</b> Compliance with observation
<b>Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</b>	
<b>Findings:</b> During certification assessment, FPS-MRM does not have plans to reduce and mitigate pollution, emissions, <b>this is non conformity.</b>	<b>Compliance status:</b> No  <b>NCR RSPO00770</b>

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**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:**

FPS MRM has conducted study of identification of social impact. The method used was structured interview through questionnaire, which is distributed to farmers, interview in form of Focus Group Discussion (FGD). Based on study, there was no negative impact of land clearing for palm oil plantation. Meanwhile the positive impacts of palm oil plantation are: certainty of land right, guarantee of permanent livelihood, daily employment for community surrounding, growth and development of new culture value, improvement of worship and education facility. Result of social impact identification has been socialized to farmers on March 23, 2015 in Lubuk Terap village and on March 24, 2015 in Rantau Benar Village.

But, during the certification assessment, there is no evidence that environmental management has reported to the environmental official government as required in the SPPL document. **This is nonconformity.**

**Compliance status:** No

**NCR RSPO00772**

**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:**

Communication and consultation with community and other stakeholders were recorded in Log Book of FPS-MRM which consist of information about number of letter, origin, subject and response.

The person in charge for recording of incoming and outgoing letter are chief and secretary of FPS-MRM, for example outgoing letter of FPS-MRM on November 2, 2015, Letter Number: 07/FPS-MRM/XI/2015, subject: request of meeting related to FFB price, addressed to Management of PT. Asian Agri. In each Gapoktan and farmers group, there was also recording of communication and consultation with stakeholder, supervised by chief of Gapoktan and each farmer group.

**Compliance status:** Yes

**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:**

FPS-MRM has member complaint procedure. The officers are chief and secretary of FPS-MRM, Gapoktan or farmer group. Complaint can be submitted verbally, SMS and phone call. Every complaint was recorded in log book. The step of complaint response: 1. Member deliver complaint to Gapoktan or farmer group, through chief or directly to PR Forum; 2. If complaint was delivered to the chief, then chief must deliver the complaint to PR, and PR recorded the complaint. 3. Complaint from members will be discussed in Gapoktan Board Meeting or farmer group, and it will be responded in 2 weeks; 4. The complainant will be invited and explained about the meeting; 5. In case, there was still problem and not accepted by complainant then the process will be restarted from beginning, 6. If Complainant satisfied and accept the response, then the case done.

**Compliance status:** Yes

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<b>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.</b>	
<p><b>Findings:</b> FPS-MRM has Compensation and diverting legal right procedure. The officers are board of FPS-MRM, chief of Gapoktan and farmers group. The procedure has been socialized to stake holders on March 23, 2015 in Lubuk Terap village and on March 24, 2015 in Rantau Benar Village. The step of compensation and diverting legal right are: 1, Members report to Chief of FPS-MRM; 2. Chief of FPS-MRM conduct verification of report recording; 3, Follow up, invited related parties to discuss and mediation through court if discussion didn't work well.</p> <p>Based on interview (October 18, 2016) with board of Independent Farmer forum of Merlung Renah Mendaluh (FPS-MRM), Gapoktan Usaha Berkat, Merlung Mandiri, Sungai Temegan, Maju Jaya, Usaha Bersatu and farmer member, it was known that oil palm plantation area not come from indigenous land or traditional right. It was originated from inherited land, personal land as proved in certificate of ownership, SKT (Land Certificate).</p>	<p><b>Compliance status:</b> Yes</p>
<b>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.</b>	
<p><b>Findings:</b> FPS MRM has published Decree Letter Number : 06/SK/FPS-MRM/IV/2015 related to payroll on April 25, 2015 those are : FPS MRM pay wages of workers based on Province Minimum Wages Standard, that had been determined. Result of interview with board of FPS MRM and permanent workers in Gapoktan Maju Jaya, it is known that owrkers has been paid in accordance with existing wages regulation, for example workers of treatment of palm oil plantation were get paid IDR 90,000/ working day.</p> <p>In work relation, workers directly have relation to farmers who owned land, workers do not have relation to Gapoktan and FPS MRM. Workers already have working agreement letter, which consist of information about both parties (Name, the date of birth, address, position), type of work, wages, working hours, working tools, PPE Usage, risk of occupational accident. In working agreement letter, it was explained that in case of conflict between first and second parties, then it will be conducted deliberation to solve the conflict.</p>	<p><b>Compliance status:</b> Yes</p>
<b>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.</b>	
<p><b>Findings:</b> FPS MRM has commitment statement letter, which was published on October 5, 2015, in point 5, it was explained about</p>	<p><b>Compliance status:</b> Yes</p>

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grant of freedom to associate and gathered for workers. Result of interview (October 18, 2016) with board of FPS MRM, it was known that operational workers in palm oil plantation come from farmers family, so the relation between workers and land owner is kinship. No workers from outside of village work in palm oil plantation.

**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:**

FPS MRM has Decree Letter Number: 05/SK/FPS-MRM/IV/2015 related to prohibition to employee child labour, publish on April 25, 2015, those are: not employing child under the age of 18 years old and in case of child 13-17 years old work in estate to help their parents, then it should be under supervision of their parents, and do not involve in risky work. There is commitment statement letter published on October 5, 2015, in second point, it was explained that committed to not employ child under the age of 18 years old as stipulated in existing regulation. This commitment has been socialized to board of Gapoktan and farmer group. Based on checking in list of workers on October 2016, it was known that no workers under the age of 18.

**Compliance status:** Yes

**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:**

FPS MRM has Decree Letter Number: 04/SK/FPS-MRM/IV/2015 related to prohibition of discrimination, forced labor, and human trafficking on April 25, 2015, those are: Member of FPS MRM are prohibited in doing discrimination act (skin color, race, gender, political affiliation etc) no matter what the reason is, it is prohibited to conduct forced labor to works in any situation, no human trafficking in any form. There is commitment statement letter published on October 5, 2015, in point 5, it was explained about ethical business (No bribing and vice versa) and give equal opportunity or no discrimination in employment and business opportunity. The result of interview with board of FPS-MRM (October 18, 2016), it was known that workers who work in operational of palm oil plantation, that is no new comer workers and no discrimination to workers.

**Compliance status:** Yes

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

**Findings:**

FPS MRM has commitment statement letter published on October 5, 2015, in 3<sup>rd</sup> point was explained that no sexual harassment and domestic violence, in point 4 explained that not employing pregnant woman on the job at risk to her pregnancy. This policy has been socialized to farmer members of FPS MRM. Result of interview with board of FPS-MRM (October 18, 2016) known that no woman working in their palm oil plantation, all workers are man. Based on checking in worker list

**Compliance status:** Yes

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on October 2016, it was known that no woman workers in palm oil plantation.

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

**Findings:**

FPS–MRM conducted partnership with supplier of fertilizer and FFB transportation. All partnership has working agreement letter. For example, Agreement letter for purchasing and sell of subsidized fertilizer between Stall of Lima Saudara and Gapoktan Usaha Berkat on January 26, 2015. In agreement letter of purchasing and sell, article 3, related to conflict resolution. It was explained that in case conflict happened during implementation (stated in agreement letter of sell and purchase for subsidized fertilizer) both parties agree to solve the problem through deliberation. FPS MRM has also published working agreement letter for FFB transportation. Result of interview with board of FPS MRM (October 18, 2016), it was known that so far no conflict with business partner.

FPS MRM was not involve in determination of FFB price. FFB price is based on market price which is derived from POM PT. Inti Indo Sawit Subur, and it's informed through SMS to Gapoktan representative. Then FFB price is socialized through announcement board in each office of GAPoktan. For instance, payment of FFB from FPS MRM to Gapoktan Usaha Berkat, farmer group of Germat, Pulau Pauh Village, on behalf of Reni, Price IDR 1410/kg, netto in TPH 486 kg, payment IDR 704,700.

Based on result of interview with board of FPS MRM and Gapoktan, it was known that no cutting cost in maintenance fee of production road. Road maintenance was conducted in mutual cooperation way per each group and there is aid from PT. Inti Indo Sawit Subur.

**Compliance status:** Yes

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

**Findings:**

It is available recording or document of FPS MRM contribution to local development. Mutual cooperation in road maintenance and donation for social activities, education, has been frequently conducted, for example :

- Assistance of flag pole for Madrasah Mauizah on April 20, 2016.
- Assistance of fund for student achievement in Elementary School V on December 18, 2015.
- Assistance of fund for constructing Mushola and Masjid in every month since January 2015 till now.
- Hoarding up production route road with gravel, was conducted on December 2015 by board of farmer group.
- Mutual Cooperation in road repair by farmer group of Tani Selimbat Mekar. It was conducted twice after FFB harvesting by land owner, and it was help by group.

**Compliance status:** Yes

**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.**

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<p><b>Findings:</b>                  Found planting since January 2010 in FPS-MRM. This planting activity carried out in owned area of group member. There is no activity new development area. FPS-MRM has identification social risk assessment as explained in criteria 6.1 above. For Environmental impact assessment, because this is land ownership below of two hectares (2 ha), based on Indonesia National Regulation, this farmers only need SPPL document. And 99% group member already have SPPL document.                  During the audit FPS-MRM also has carry out LUC analysis to ensure there is no forest or others protection area cleared for oil palm planting.</p>	<p><b>Compliance status:</b> Yes</p>
<p><b>Criterion 7.2: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</b></p>	
<p><b>Findings:</b>                  During certification assessment, based on slope map for FPS-MRM, location of plantiang area since November 2005 not in sloping area above 15%. Also based on soil map, FPS-MRM located in mineral soil. Based on STDB letter also mentioned FPS-MRM area commodities are palm oil. Based on field assessment , this area is suitable for palm oil plantation, because not far from FPS-MRM there are found palm oil plantation belong to company (Asian Agri), and FPS-MRM get escort from that company.</p>	<p><b>Compliance status:</b> yes</p>
<p><b>Criterion 7.3: New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b></p>	
<p><b>Findings:</b>                  Found oil palm planting since November 2005 and has carried out LUCA (Land Use Chang Analysis) as evidence that planting area not replace the primary forest of others protective area or are with high conservation value (HCV).. <b>This is non-conformity.</b></p>	<p><b>Compliance status:</b> No   <b>NCR RSPO00773</b></p>
<p><b>Criterion 7.4: Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b></p>	
<p><b>Findings:</b>                  During field visit to group member as sample, there is no sloping area in the group member.</p>	<p><b>Compliance status:</b> yes</p>
<p><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></p>	
<p><b>Findings:</b>                  During field visit to group member as sample, planting area since January 2010 carried out in they land ownership only.</p>	<p><b>Compliance status:</b> yes</p>



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

**Findings:**

During field visit to group member as sample, planting area since January 2010 carried out in they land ownership only, there is no any land compensation/or land acquisition process.

**Compliance status:** Not Applicable

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

**Findings:**

During field visit to group member as sample, planting area since January 2010 there is no zero burning activity done by group members.

**Compliance status:** yes

### 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.

**Findings:**

Based on document verification, interviewed with FPS-MRM and group members, FPS-MRM has commitment to implement the RSPO principle and criteria in their activity. FPS-MRM has prepared policy, decree and procedure as guideline for implement RSPO. During certification assessment, FPS-MRM has prepared system well to implement the RSPO. And real implementation of all RSPO principle and criteria will in surveillance.

Letter Plantation Business Registration Certificate (STD-B) in accordance with the Regulation of Permentan No. 26 of 2007 Article 3. There is evidence of STD-UP Nomor 503.44/15/KPPT/2016 issued by Integrated Licensing Service Office of Tanjung Jabung Barat district owned by Ibnu Abas Gapoktan Usaha Berkat. total of 31 members who have registered Cultivation Crops (STD-B)

Environmental Management Statement/SPPL (Surat Pernyataan Pengelolaan Lingkungan) document based on the Ministry of Environment Regulation No. 13/2010 was not obtained. There is evidence of There Approval Letter of Eligibility Environmental Management Statement ( SPPL) Number: 660.4 / 265 / SPPL / 2015 dated 30 November 2015 issued by Head of the Environment Agency (BLHD) of Tanjug Jabung Barat Regency, dated November 30, 2015. Kab.Tanjung Jabung Barat, owned by Forum Petani Swadaya Merlung Renah Mendaluh (Gapoktan).

**Compliance status:** Yes.

### 3.2 Identified Non-conformances, Corrective Actions Taken and Auditors Conclusions

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

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sessed 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”.

Indicator	NCR No. RSPO	Evidence Observed	Deadline for implementation (Date)	Correction/Corrective Action taken/	Auditor Conclusion
<b>Group Certification Requirement</b>					
1.1.1	00752	Group manager could not show evidence that RAT (annually meeting) has been carried out as required in document of “Akte Pembentukan FPS-MRM”.	January 19, 2017	FPS-MRM carry out the RAT annually meeting for 2016, evidence with annual meeting (RAT) minutes of meeting carried out October 19, 2016 attendant by 18 person. For the next, FPS-MRM will ensure that every year annually meeting (RAT) will carry out every year as required in Akte Pembentukan FPS-MRM.	<b>Closed</b>
1.2.2	00753	Group manager could not show written work program for prospective member to push them to implement the RSPO principle and criteria and joined the group.	January 19, 2017	Group manager made written work program of prospective member and to push them joined the group and ensure them will implement the RSPO principle and criteria. This work program signed on November 25, 2016 by group manager.	<b>Closed</b>
1.2.3	00754	Copy of agreement between FPS-MRM with group members not available in the Gapoktan and Poktan member.	January 19, 2017	Group manager made copy of agreement and already distribute the copy to all group members evidenced by group member signed. Group manager will ensure that every group member will have the copy agreement include for new member.	<b>Closed</b>
1.3.7	00755	Group manager did not have written program to visit all group member to ensure the RSPO implementation in group member level.	January 19, 2017	Group manager made written work program to visit the group member periodically to ensure the RSPO implementation. Group manager will ensure the work program visit will implement consistently.	<b>Closed</b>
2.2.1	00756	There is no evidence that initial gap assessment has been	January 19, 2017	Made work plan to carry out initial gap assessment for all pro-	<b>Closed</b>

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		done by group manager to all prospective members.		pective members, after FPS-MRM get RSPO certificate. Group manager will carry out initial gap assessment with the internal control system against prospective member to ensure the RSPO implementation.	
3.7	00757	There is no any contract found for FFB transportation process has done by third party.	January 19, 2017	Group manager made contract for FFB transportation process, whereas the contract set about how to handling certified FFB ad record for every FFB third party transportation process, and evaluation will carry out every 6 month. Implementation will be check in the next surveillance.	<b>Closed</b>

### RSPO Principle and Criteria

1.1.1	00758	FPS-MRM not have procedure for publically available document and information.	January 19, 2017	FPS-MRM has revised mechanism/procedure for information request, with the document No.23/FPSM-RM/X/2016 signed by group manager on October 18, 2016. Every information request will be based on this procedure.	<b>Closed</b>
2.1.2	00759	There is no evidence that every revision law and regulation change has been communicated to all group members.	January 19, 2017	Made the briefing agenda to communicate the law and regulation change to all group members. Group manager has been carried out the law and regulation change briefing to all group member on December 2016 and attendant by all group member (Gapoktan and Poktan).	<b>Closed</b>
5.2.2	00766	There is no mechanism how to handle wildlife conflict with group member if any.	January 19, 2017	Made procedure/mechanism how to handle wildlife conflict with the group member with document name is "Pedoman Penanggulangan Konflik Antar Manusia dan Satwa Liar". Group manager has develop procedure for wildlife conflict with the group member, and ensure if any conflict	<b>Closed</b>

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				happen, this mechanism will apply for solve the conflict.	
5.3.1	00768	During field visit, not all FPS-MRM group member understood about how to handle the agrochemical waste.	January 19, 2017	Carry out socialization/briefing to communicate mechanism how to handle the agrochemical waste to all group member. This briefing done on November 17, 2016 attendant by 17 person. Group manager and will ensure agrochemical waste will manage follow the FPS-MRM procedure.	<b>Closed</b>
5.3.2	00769	Some of FPS-MRM group member could show the agrochemical waste management through the deliver that agrochemical waste to the Group Manager office, but there is no evidence what next program management after all agrochemical waste kept in Group manager store.	January 19, 2017	Carry out socialization to all group member to communicate agrochemical waste management mechanism and this activity done on November 17, 2016. Group manager sent letter to the Environmental Official Government to as some advice about agrochemical waste management, with letter on December 2016.	<b>Closed</b>
4.8.1	00771	There is no available realization of training programs for transport contractors TBS used his services by FPS MRM.	January 19, 2017	Made training program for FFB transport. Carry out training for FFB transport. The FFB transport training done on November 11, 2016. Evidence by minutes of meeting and training photograph. Ensure every new FFB transport will get training about RSPO FFB transport/handling.	<b>Closed</b>
6.1.1	00772	There is no evidence that environmental management has reported to the environmental official government as required in the SPPL document.	January 19, 2017	Carry out reporting of environmental management to the environmental official government, done on November 2016. Ensure environmental management report will reporting periodically.	<b>Closed</b>
7.3.1	00773	Found oil palm planting since November 2005 and has carried out LUCA (Land Use Change Analysis) but FPS-MRM could not show	January 19, 2017	FPS-MRM has showed LUCA and their result which has assisted by RSPO secretariat. Report that LUCA to the RSPO board. FPS-MRM has get	<b>Closed</b>

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		<p>LUCA as evidence that planting area not replace the primary forest of others protective area or area with HCV.</p>		<p>information letter from RSPO about certification and suspension of compensation liability dated on May 4, 2017. Based on letter information inside “with reference to the LUC Analysis report for Petani Swadaya Merlung, it was reported that the total area cleared since November 2005 without a prior HCV assessment, was 122.69 ha. Based on the non compliant land clearance, the Final Conservation Liability (FCL) is 63.58 ha, which has been derived from the vegetation coefficient of 0.7. In line with the BOG decision, the group can now proceed with certification, subject to compliance of all the requirements as stated in 2a to 2f (inside letter). The delivery of the compensation will be suspended until compensation mechanism for independent smallholder is ready and available. The Certification Body (CB) will required to the group to update the progress as require in the RaCP letter, and also for compensation and remediation for independent smallholder is available, the certification body will notify to the group to compensation as deemed appropriate. Failing to comply with the procedure, the FFB from the 122.69 ha will not tradable as certified (as FFB, CSPO, CSPKO and CSPKE) until Petni Swaday Merlung has compensated the</p>	
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				63.58 ha of FCL. Existing condition that compensation mechanism for independent smallholder is not ready and available so that it areas including on scope of certification and FFB from areas it as certified FFB or can tradable as certified (as FFB, CSPO, CSPKO and CSPKE)	
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### 3.2.1. Minor non-conformities

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

Indicator	NCR No. RSPO	Evidence Observed	Deadline for implementation (Date)	Correction/Corrective Action taken/	Auditor Conclusion
4.3.2	00760	There is no evidence that planting 2014 was done with best practice for erosion control to minimize the soil erosion.	October 21, 2017	Carry out socialization/briefing about soil erosion control with cover crop implementation or terrace for sloping area.	<b>Closed</b>
4.6.1	00761	There is no evidence that agrochemical used has registre in official government.	October 21, 2017	Ensure that agrochemical used are registered in agrochemical book issued by official government.	<b>Closed</b>
4.6.2	00762	There is no evidence that chemical use according to the species, dosage application and methode time.	October 21, 2017	Every spraying activity will according to the dosage in agrochemical dosage recommendation.	<b>Closed</b>
4.6.3	00763	There is no evidence that group member during the application of agrochemical used complete PPE.	October 21, 2017	Carry out socialization/briefing to all group member about PPE obligation during on agrochemical work/sparying activity. And group manager will ensure the PPE used by group member through the periodicaly inspection.	<b>Closed</b>
4.6.4	00764	There is no evidence that procedure for chemical and agrochemical waste handling are implement by group member.	October 21, 2017	Carry out socialization/briefing to all group member about chemical & agrochemical waste management according to the FPS-MRM procedure. And Group manager will ensure the implementation through the	<b>Closed</b>

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				periodically checking.	
5.1.1	00765	Found group member still not have SPPL document, and there is no environmental management report evidence available in place	October 21, 2017	SPPL document for group member still on process in the related official government. And will ensure all requirement in the SPPL document will be check and reported. Group manager will ensure every group member/new group member have SPPL document. Group manager will ensure environmental management report will report to related official government as required.	<b>closed</b>
5.2.1	00767	There is no dedicated person who will responsible for encourage/develop group member about conservation.	October 21, 2017	Group manager will decided dedicated person who will responsible for conservation. And group manager will ensure the person in charge for conservation carry out the conservation development.	<b>Closed</b>
5.6.1	00770	There is no evidence in FPS-MRM to reduce and mitigate the pollution, emission and greenhouse gases.	October 21, 2017	FPS-MRM through the group manager will identified the potential emission, and pollution source from all FPS-MRM activity. And group manager will ensure that emission and pollution will reduce and mitigate by FPS-MRM management plan.	<b>Closed</b>

### 3.3 Noteworthy Positive Components and Potential for Improvement

#### Positive Observation:

No.	Indicator	Positive Comments
1	-	FPS-MRM and all group member very cooperative during the certification assessment process, and also in field visit

#### Potential for Improvement:

No.	Indicator	Potential for improvement
1	5.2	It's recommended that all oil plam tree closed to riparian bufferzone marked as marking to identification that riparian area is prohibited for agrochemical application.
2	5.5.1	FPS-MRM need to increase emergency infrastructure periodically to as preventive action in case if any fire.

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3	7.2.1	It's recommended to make own work plan visit for planting area since November 2005.
4	-	Every meeting need to complete with minutes of meeting and attendant list as documentation.
5	4.7	Need to carry out periodically checking to ensure the implementation of RSPO tandard for all FPS-MRM group member and OSH implementation.

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

#### A) Issues Raised during Stakeholder Consultation Meeting

No.	Issues Raised	Management Response	Audit Verification
1	FPS-MRM support to implement the RPSO certification for FPS-MRM.	FPS-MRM have strongly commitment to implement the RSPO certification for all group member and prospective member.	Positive observation
2	What the difference between certified and non certified independent smallholder.	The difference is based on agricultural best practice, whereas the independent smallholder with certificate will have good best practice for oil palm plantation, and also support to pridece sustainable FFB and kept the enviromental still good.	Positive observation

#### B) Issues Raised during Stakeholder Interviews On-site

No.	Issues Raised	Audit Verification
-	-	-

### 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 FPS-MRM

Signed on behalf of PT TUV Rheinland Indonesia

Al-Akhram  
Group Manager  
Date: 20 April 2017

Mhd Fundy Cholis Kurniawan  
Lead Auditor  
Date: 20 April 2017



# RSPO Certification Assessment Report

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## APPENDICES

### Appendix 1: Details of Certificate

# Certificate

Standard : **RSPO Principles & Criteria for Sustainable Palm Oil Production for Independent Smallholders; Indonesian National Interpretation, July 2010 & RSPO Standard for Group Certification, 2010**

Certificate Registr. No. : 824 502 17060

Certificate Holder : PT TUV Rheinland Indonesia certifies :  
**Forum Petani Swadaya – Merlung Renah Mendaluh**  
Pulau Pauh Village, Renah Mendaluh Subdistrict  
Tanjung Jabung Barat District  
Jambi Province



and its company owned estates according to the annex

Scope : Palm Oil Plantation Management System

An audit was performed, Report No.82450217060. Proof has been furnished that the requirements according to RSPO Principles & Criteria for Sustainable Palm Oil Production for Independent Smallholder; Indonesian National Interpretation, July 2010 & RSPO Standard for group Certification 2010 are fulfilled.

The due date for all future audits is 31.05 (dd.mm).


Validity: The certificate is valid from 31-05-2017 until 30-05-2022.

The certificate shall remain valid in period stipulated above provided that the certificate holder mentioned here continues to comply with the RSPO P&C requirements. Status of compliance of the certificate holder shall be based on the annual inspections conducted by PT TUV Rheinland Indonesia.

RSPO registered organization : Forum petani Swadaya Merlung Renah Mendaluh (FPS-MRM)  
(RSPO Member No. : 1-0193-15-000-00)

Date of first certificate : May 31<sup>st</sup>, 2017

Indonesia, 31-05-2017

  
PT TUV Rheinland Indonesia  
Director

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

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## Annex to certificate

Standard : **RSPO Principles & Criteria for Sustainable Palm Oil Production for Independent Smallholders; Indonesian National Interpretation, July 2010 & RSPO Standard for Group Certification, 2010**

Certificate Registr. No.: 824 502 17060

Location: **Forum Petani Swadaya – Merlung Renah Mendaluh**  
Address : Pulau Pauh Village, Renah Mendaluh Subdistrict  
Jambi Province

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

Name of Groups	Location	Total Area (Ha)	GPS locations	
			Latitude	Longitude
Gapoktan Merlung Mandiri	Merlung village, Merlung subdistrict, Tanjung Jabung Barat district, Jambi Province.	79.1	1°15'29.571"	103°2'51.505"
Poktan Sungai Temegan	Lubuk Terap village, Merlung subdistrict, Tanjung Jabung Barat district, Jambi Province.	69.4	1°15'43.150"	103°0'50.799"
Gapoktan Usaha Berkat	Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	93.8	1°17'14.546"	102°53'21.111"
Gapoktan Maju Jaya	Rantau Benar village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	90.52	1°16'23.862"	102°56'32.080"
Gapoktan Usaha Bersatu	Sungai Rotan village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province.	154.5	1°16'21.311"	102°56'57.436"
Total Certified Area		487.3		

Group Farmers Estates FFB Tonnages (Actual

Production 2016)	:	5,316.60	Tonnes
FFB Tonnage claimed for certification*	:	8,334.09	Tonnes
CPO Equivalent*	:	1,666.81	Tonnes
PKO Equivalent*	:	168.76	Tonnes
PKE Equivalent*	:	206.26	Tonnes
PK Equivalent*	:	375.03	Tonnes

\*projected output of January to December 2017

Indonesia, 31-05-2017

PT TUV Rheinland Indonesia  
Director

Issued by PT TUV Rheinland Indonesia

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# RSPO Certification Assessment Report

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## Appendix 2: Certification Audit Plan

Date / Time <sup>(1)</sup>	Organizational Unit and Processes	Auditor / Abbrev.	Interviewee	Group Certification Requirement, RSPO P&C INA-NI for Independent Smallholder, July 2010 and related procedure
<b>Sunday 16, October 2016</b>		DA	-	<b>GA 199 (PKU – CGK) 18.35 – 20.55 WIB</b>
<b>Monday 17, October 2016</b>				
05.45 – 07.10	Flight from CGK – DJB	MK, DN, DA	-	<b>GA 130</b>
08.00 – 15.00	Travelling from airport to location	MK, DN, DA	-	<b>Please provide transportation unit</b>
15.00 – 17.30	<ul style="list-style-type: none"> <li>- Opening meeting</li> <li>- Introducing</li> <li>- Presentation for last audit finding progress, and others new information (if any)</li> <li>- Document checking</li> </ul>	MK, DN, DA	Group Certification and Member	Please provide room for opening meeting
17.40 – .....	End of 1st audit			
<b>Tuesday 18, October 2016</b>				
08.00 – 13.00	<ul style="list-style-type: none"> <li>- Stakeholder consultation</li> <li>- Local government</li> <li>- Local community</li> <li>- NGO's</li> <li>- Union Labour</li> <li>- Contractor/third party</li> <li>- Others stakeholder related</li> </ul>	MK, DN, DA	Related stakeholders	<b>Please provide location for stakeholder consultation</b>
Group Manager Office 14.00 – 17.30	<ul style="list-style-type: none"> <li>- Document check:</li> <li>- Group certification requirements</li> <li>- Agrochemical used</li> <li>- OSH implementation</li> <li>- Environmental impact assessment</li> <li>- Conservation identification</li> <li>- Waste management</li> <li>- Pollution identification</li> <li>- Continuous improvement</li> </ul>	MK	Group Manager and Gapoktan	Group certification: Section 1.1; 1.2; 1.3 Section 2.1; 2.2 Section 3  Principle and criteria: 4.6; 4.7; 5.1; 5.2; 5.3; 5.6 7.3; 8
	<ul style="list-style-type: none"> <li>- NPP Issue (if any):</li> <li>- New planting since Nov 2005 not replace any HCV and/or Protected area, Primary forest</li> </ul>			
	<ul style="list-style-type: none"> <li>- Document check:</li> <li>- Law and regulation compliance</li> <li>- Business management plan</li> <li>- Documented procedure</li> <li>- Soil fertility</li> <li>- Erosion control</li> <li>- Water management plan</li> <li>- IPM implementation</li> <li>- Training</li> <li>- Efficiency energy</li> <li>- Fire used</li> <li>- Continuous improvement</li> </ul>	DA	Gapoktan	Principle and criteria: 2.1; 3; 4.1; 4.2; 4.3; 4.4; 4.8; 5.4; 5.5 7.2; 7.4; 7.7; 8
	<ul style="list-style-type: none"> <li>- NPP Issue (if any):</li> <li>- Soil survey</li> <li>- Soil conservation</li> <li>- Fire used for land preparation</li> </ul>			
	<ul style="list-style-type: none"> <li>- Document check:</li> <li>- Transparency</li> <li>- Law and regulation compliance</li> <li>- Land acquisition process</li> <li>- Social impact</li> <li>- Communication and consultation</li> <li>- Complaints and grievance</li> </ul>	DN	Gapoktan	Principle and criteria: 6.1 until 6.11 7.1; 7.5; 7.6; 8

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Date / Time <sup>(1)</sup>	Organizational Unit and Processes	Auditor / Abbrev.	Interviewee	Group Certification Requirement, RSPO P&C INA-NI for Independent Smallholder, July 2010 and related procedure
	<ul style="list-style-type: none"> <li>- Compensation</li> <li>- Wages</li> <li>- Employee</li> <li>- Child labour</li> <li>- Discrimination</li> <li>- Sexual harassment</li> <li>- Contribution to the local development</li> <li>- Continuous improvement</li> </ul> <p>NPP Issue (if any):</p> <ul style="list-style-type: none"> <li>- SEIA document</li> <li>- New planting are established not in local peoples land without FPIC</li> <li>- Negotiation compensation</li> </ul>			
13.00 – 14.00	Break, pray and travelling to estate	All auditor		
17.40 – .....	End of 2nd audit			
<b>Wednesday 19, October 2016</b>				
Gapoktan 07.00 – 12.00	<p>Field visit:</p> <ul style="list-style-type: none"> <li>- Legal land used rights</li> <li>- Planted area</li> <li>- Chemical, fertilizing activity</li> <li>- OSH implementation</li> <li>- Protection species</li> <li>- Waste management</li> <li>- Soil fertility/soil erosion control</li> <li>- Water management implementation</li> <li>- IPM implementation</li> </ul>	MK, DA	Gapoktan	<p><b>MK:</b> Principle and criteria: 4.6; 4.7; 5.1; 5.2; 5.3; 5.6 7.3; 8</p> <p><b>DA:</b> Principle and criteria: 2.1; 3; 4.1; 4.2; 4.3; 4.4; 4.8; 5.4; 5.5 7.2; 7.4; 7.7; 8</p>
	<p>Field visit:</p> <ul style="list-style-type: none"> <li>- Land acquisition process</li> <li>- Social impact</li> <li>- Communication and consultation</li> <li>- Complaints and grievance</li> <li>- Compensation</li> <li>- Wages</li> <li>- Employee</li> <li>- Child labour</li> <li>- Discrimination</li> <li>- Sexual harassment</li> <li>- Contribution to the local development</li> </ul>	DN	Gapoktan	Principle and criteria: 6.1 until 6.11 7.1; 7.5; 7.6; 8
12.00 – 13.30	Break and pray			
13.30 – 17.30	Continue the audit agenda	All auditor	Group Manager, Gapoktan	
17.40 – .....	End of 3rd audit			
<b>Thursday 20, October 2016</b>				
08.00 – 12.00 Group Manager Office	<p>Document check:</p> <ul style="list-style-type: none"> <li>- Group certification requirements</li> <li>- Agrochemical used</li> <li>- OSH implementation</li> <li>- Environmental impact assessment</li> <li>- Conservation identification</li> <li>- Waste management</li> <li>- Pollution identification</li> <li>- Continuous improvement</li> </ul> <p>NPP Issue (if any):</p> <ul style="list-style-type: none"> <li>- New planting since Nov 2005 not replace any HCV and/or Protected area, Primary forest</li> </ul>	MK	Group Manager and Gapoktan	<p>Group certification: Section 1.1; 1.2; 1.3 Section 2.1; 2.2 Section 3</p> <p>Principle and criteria: 4.6; 4.7; 5.1; 5.2; 5.3; 5.6 7.3; 8</p>
08.00 – 12.00 Group Manager Office	<p>Document check:</p> <ul style="list-style-type: none"> <li>- Law and regulation compliance</li> <li>- Business management plan</li> <li>- Documented procedure</li> <li>- Soil fertility</li> <li>- Erosion control</li> <li>- Water management plan</li> </ul>	DA	Gapoktan	Principle and criteria: 2.1; 3; 4.1; 4.2; 4.3; 4.4; 4.8; 5.4; 5.5 7.2; 7.4; 7.7; 8

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Date / Time <sup>(1)</sup>	Organizational Unit and Processes	Auditor / Abbrev.	Interviewee	Group Certification Requirement, RSPO P&C INA-NI for Independent Smallholder, July 2010 and related procedure
	<ul style="list-style-type: none"> <li>- IPM implementation</li> <li>- Training</li> <li>- Efficiency energy</li> <li>- Fire used</li> <li>- Continuous improvement</li> </ul> <p>NPP Issue (if any):</p> <ul style="list-style-type: none"> <li>- Soil survey</li> <li>- Soil conservation</li> <li>- Fire used for land preparation</li> </ul>			
08.00 – 13.00 Group Manager Office	<p>Document check:</p> <ul style="list-style-type: none"> <li>- Transparency</li> <li>- Law and regulation compliance</li> <li>- Land acquisition process</li> <li>- Social impact</li> <li>- Communication and consultation</li> <li>- Complaints and grievance</li> <li>- Compensation</li> <li>- Wages</li> <li>- Employee</li> <li>- Child labour</li> <li>- Discrimination</li> <li>- Sexual harassment</li> <li>- Contribution to the local development</li> <li>- Continuous improvement</li> </ul> <p>NPP Issue (if any):</p> <ul style="list-style-type: none"> <li>- SEIA document</li> <li>- New planting are established not in local peoples land without FPIC</li> <li>- Negotiation compensation</li> </ul>	DN	Gapoktan	Principle and criteria: 6.1 until 6.11 7.1; 7.5; 7.6; 8
12.00 – 13.30	Break and pray			
13.35 – 16.00	Continuing audit agenda			
17.00 – 18.00	Closing meeting	All auditor	Group Manager and Gapoktan member	Please provide room for closing meeting
<b>Friday 21, October 2016</b>				
05.30 – 12.00	Travelling to Jambi airport	All auditor	-	-
13.20 – 14.40	Flight from DJB – CGK	All auditor	-	<b>GA 135</b>
16.05 – 17.50	Flight to CGK – PKU	DA	-	<b>GA 178</b>

### Appendix 3: List of Abbreviations

SPPL	Letter of Commitment for Environmental Management
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
PKE	Palm Kernel Expeller
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RKL	Rencana Pengelolaan Lingkungan (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)

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Forum Petani Swadaya – Merlung Renah Mendaluh

Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh Subdistrict,  
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SIA	Social Impact Assessment
SOP	Standard Operating Procedure
UKL	Upaya Pengelolaan Lingkungan (Environmental Management Efforts)
UPL	Upaya Pemantauan Lingkungan (Environmental Monitoring Efforts)
SHM	Land Ownership Certificate
SKT	Land Information Letter
SPORADIK	Information Letter of Land Tenure
HIBAH	Grant Letter
JUAL BELI	Acquisition/Sale Information Letter

### Appendix 4: List of Stakeholders Interviewed Contacted and List of Attendantlist

No.	Name of Stakeholder	Institution / Position	Remarks
<b>Stakeholders Interviewed during Public Consultation Meeting</b>			
1.	Merlung Head Village		
2.	BP3K Merlung		
3.	Sukarti	Asian Agri Humas – Inti Indosawit PT	
4.	B. Situmorang	Disbun Tanjung Jabung Barat	
5.	Sakhrul Alim	BP3K Merlung	
6.	Roni Suswanto	BP3 Renah Mendaluh	
7.	Heri Indaka	Polsek Merlung	
<b>Stakeholders Interviewed On-Site</b>			
1.	Al Ikhram	Ketua Gapoktan	
2.	M.Saili	Sekretaris Gapoktan	
3.	Suhaili	Gapoktan Merlung Mandiri	
4.	Hartanta	Gapoktan Merlung Mandiri	
5.	Aris Suparmo	Gapoktan Merlung Mandiri	
6.	Nurhayati	Gapoktan Sei Temegan	
7.	Rakhim	Gapoktan Sei Temegan	
8.	H. Lukman	Ketua Gapoktan Usaha Berkat	
9.	Al Akhram	Ketua FPS MRM	
10.	Adriana Febryani	Yayasan Setara	
11.	Sahadi	Yayasan Setara	
12.	Akhmad Dedi Asri	Yayasan Setara	
13.	Abdul Rifai	Yayasan Setara	
14.	Ipon Oktaviani	Yayasan Setara	
15.	Tina	Pemilik lahan anggota Gapoktan Usaha Berkat	
16.	Juminar	Pemilik lahan anggota Gapoktan Usaha Berkat	
17.	Asnawi	Pemilik lahan anggota Gapoktan Maju Jaya	
18.	Sapri	Pemilik lahan anggota Gapoktan Maju Jaya	
19.	Samsu	Pemilik lahan anggota Gapoktan Maju Jaya	
20.	Apung Masitoh	Pemilik lahan anggota Gapoktan Maju Jaya	
21.	Ipul	Pemilik lahan anggota Gapoktan Maju Jaya	
22.	Saudi	Ketua Gapoktan Maju Jaya	
23.	Erliandi	Sekretaris Gapoktan Maju Jaya	
24.	Mentaria	Anggota Kelompok Tani Mawar I Gapoktan Maju Jaya	

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List of participants		TÜVRheinland® Genau. Richtig.		
Client	Standard(s)	Certification Number(s)	Audit Type	
Forum Petani Swadaya Merlung – Renah Mendaluh Stakeholder Consultation	RSPO Standard for Group Certification, July 2010 National Interpretation RSPO Principles and Criteria for Sustainable Palm Oil Production for Independent Smallholders (INA-NI July 2010)		Main Assessment Audit	
Date	Location(s) / Production facility (ies)	Auditor	page/of	
17 - 21 September 2016	Jl. Lintas Merlung-Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province. Gapokta Merlung Mandiri, Gapoktan Sungai Temegan, Gapoktan Usaha Berkat, Gapoktan Maju Jaya and Gapoktan Usaha Bersatu. Merlung village, Lubuk Terap village, Pulau Pauh village, Rantau Benar village, Sungai Rotan village, Renah Mendaluh subdistrict, Merlung subdistrict, Tanjung Jabung Barat district, Jambi Province.	MK, DA, DN		
Name:	Function:	Participation	Participation	Signature:
	within the company (audit leader / auditor / environmental expert / trainee/ ...)	Opening meeting	Closing meeting	
NIRWANANZO .sp	CAKUPAN R. MENDALUH	081274260958		
ASMIANI	sek cam merlung	081366940027		
SUBARDI	STAF cam merlung	085266220931		
EPRIDI PUTA	SEKOR. S. POKTA	081273077091		
Rokhani	Pimpinan BPP Merlung	085266305798		
MAULIYADI	KADES RT. BENAR	081276998808		
YENI SUSANTI .SP	PPL	085267768084		
HELMI	Kades PL-paus.	082183863636		
SUKARDI	PT. MD. HUKUS	081266271691		
HERY INDRA	KASIT @KAWAS POLSEK MERLUNG	081366797689		
JUN INDRA	Pinyuluh	082366587643		

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 Tanjung Jabung Barat District, Jambi Province – Indonesia



List of participants		TÜVRheinland® Genau. Richtig.		
<b>Client</b>	<b>Standard(s)</b>	<b>Certification Number(s)</b>	<b>Audit Type</b>	
Forum Petani Swadaya Merlung – Renah Mendaluh Stakeholder Consultation	RSPO Standard for Group Certification, July 2010 National Interpretation RSPO Principles and Criteria for Sustainable Palm Oil Production for Independent Smallholders (INA-NI July 2010)		Main Assessment Audit	
<b>Date</b>	<b>Location(s) / Production facility (ies)</b>	<b>Auditor</b>	<b>page/of</b>	
17 - 21 September 2016	Jl. Lintas Merlung-Simpang Niam, Pulau Pauh village, Renah Mendaluh subdistrict, Tanjung Jabung Barat district, Jambi Province. Gapokta Merlung Mandiri, Gapoktan Sungai Temegan, Gapoktan Usaha Berkat, Gapoktan Maju Jaya and Gapoktan Usaha Bersatu. Merlung village, Lubuk Terap village, Pulau Pauh village, Rantau Benar village, Sungai Rotan village, Renah Mendaluh subdistrict, Merlung subdistrict, Tanjung Jabung Barat district, Jambi Province.	MK, DA, DN		
<b>Name:</b>	<b>Function:</b> within the company (audit leader / auditor / environmental expert / trainee/ ...)	<b>Participation</b> Opening meeting	<b>Participation</b> Closing meeting	<b>Signature:</b>
Sakirul Alim	Penyuluh / spuis	081274884010		
JUNAI DI	Penyuluh	08127487673		
SU'AI DI	CSV PT. IIS	081366620811		
Poni Fuswanto	Penyuluh.			
Jondri Ratin	Kades Merlung	085366543432		
M. ZUHKRI	KADES LB TERAP			
Bernad. Sidomoran.	Dinas perkebunan	08127460662		
Zulkafli, SP.	Dusun 116-Berat			

Revision 0.5 (2009-05-08)



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### Appendix 5: List of FPS-MRM Sampling during Certification Audit

Group Member name	Identity Card	Land legality	Total area	YoP	Coordinate location area	Number of tree	Area status	Land use trajectory	SPPL No.	STDB No.
<b>GAPOKTAN USAHA BERSATU/DESA SUNGAI ROTAN</b>										
Saharudin	1506052802750002	Sporadik letter, dated on 01 July 2015, issued by Head of village of Desa Sungai Rotan	1.7	2010	-	360	Production forest area	Secondary forest	No.660.4/402/SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process
Sapryal	1506080708870001	Sporadik letter Sporadik letter (information letter of land tenure), dated on 01 July 2015, issued by Head of village of Desa Sungai Rotan	2.5	2010	S 01°21'18.210" E 102°51'51.945"	280	Non forest area/APL	Secondary forest	No.660.4/402/SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process
Rustam	1506081510780001	Land ownership certificate (SHM) No.2 dated on December 14, 2009. Issued by Head of Land Official Government, Tanjung Jabung Barat district.	2.1	2012	S 01°21'50.197" E 102°52'58.926"	300	Non forest area/APL	Shurbs	No.660.4/402/SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process
Hadi Erma Suriyanto	47 years old	1. Land ownership certificate (SHM) No.00342 dated on May 2014 total area about 1.9 ha. Issued by Head of Land Official Government, Tanjung Jabung Barat dis-	8	2006	S 01°16'33.782" E 102°53'45.563"	960	Non forest area/APL	Coffee	No.660.4/402/SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process

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		<p>trict.</p> <p>2. Land ownership certificate (SHM) No.00434 dated on December 18, 2014 total area about 2.0 ha. Issued by Head of Land Official Government, Tanjung Jabung Barat district.</p> <p>3. Land ownership certificate (SHM) No.00440 dated on December 18, 2014 total area about 2.0 ha. Issued by Head of Land Official Government, Tanjung Jabung Barat district.</p> <p>4. Land ownership certificate (SHM) No.00338 dated on 22 May 2014 total area about 2.0 ha. Issued by Head of Land Official Government, Tanjung Jabung Barat district.</p>								
Linawati	150605520385000	Pawned to Bank, accordance information letter from Bank Mandiri.	0.7	2014	S 01°16'53.193" E 102°53'52.820"	200	Non forest area/APL	Rubber	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process
<b>GAPOKTAN USAHA BERKAT DESA PULAU PAUH</b>										
Reni Susanti	1571076709880061	Land ownership	2.8	1992	S 01°16'50.686"	330	Non forest	Rubber	No.660.4/402	503.44/37/K

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		certificate (SHM) No.00227 dated on June 10, 2013 total area about 2.49 ha. Issued by Issued by Head of Land Official Government, Tanjung Jabung Barat district.			E 102°57'14.804"		area/APL		/SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Bahtiar	1506050106620002	Sporadik letter (information letter of land tenure) No.481/123/2003/2012 total area about 2 ha. Issued on Rantau Benar, March 03, 2012	3.0	2002/2004	S 01°16'48.076" E 102°57'46.339"	375	Non forest area/APL	Rubber	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Tina	1506050409860001	Land ownership certificate No.135, dated on December 2, 2009. Issued by Issued by Head of Land Official Government, Tanjung Jabung Barat district.	10.1	2000	S 01°16'30.152" E 102°56'42.907"	810	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Jaminar	1506055602610001	Letter of land acquisition/sales dated on December 4, 2013	1.9	2000	S 01°16'48.837" E 10°56'49.158"	235	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On process
<b>GAPOKTAN MERLUNG MANDIRI DESA MERLUNG</b>										
Suhaili	1506050507680801	Letter of compensation/sale dated on March 3, 1977 between Rejo B. Tani with Ismail	1.5	2005	S 01°15'09.211" E 103°02'35.616"	275	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Of-	503.44/37/K PPT/2016, Issued by Kantor Pelayanan

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		B.Awi.							Official Government of Tanjung Jabung Barat district.	<i>Perijinan Terpadu</i> . On September 2016.
Hartanta	1506051611700001	Land ownership certificate (SHM) No.585 dated on July 5, 2010 total area about 1.730 ha. Issued by Issued by Head of Land Official Government, Tanjung Jabung Barat district. Then for 0.661 ha still not has legal entity.	2.4	2005	S 01°15'17.667" E 103°02'41.984"	296	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Aris Suparmo	1506052001750001	-	4.09	2004 and 2011	S 01°15'00.642" E 103°02'29.038"	250 and 625	Non forest area/APL	Shurbs	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
<b>KELOMPOK TANI SUNGAI TEMEGAN DESA LUBUK TERAP</b>										
Nurhayati	1506055109590001	Letter of land acquisition/sales	10.2	19991	S 01°16'58.544" E 103°00'31.748"	1,000	Non forest area/APL	Shurbs	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Ibusro	1506050711680001	Sporadik letter (information letter of land tenure) No.593/276/2006/2011. Issued by Head of Village of	2.5	2014	S 01°14'41.793" E 103°00'31.985"	350	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Gov-	On progress

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		Lubuk Terap							ernment of Tanjung Jabung Barat district.	
Rahim	1506050402950002	Letter of grant dated on July 2, 2015.	1.4	2014	S 01°15'05.852" E 103°01'06.182"	190	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	On progress
<b>GAPOKTAN MAJU JAYA DESA RANTAU BENAR</b>										
Asnawi	1506050203660002	Sporadik letter (information letter of land tenure) No.481/303/2003/2015. Issued by Head of Village of Rantau Benar, on August 5, 2015	1.5	2004	S 01°17'11.988" E 102°56'4.907"	213	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Sapri	1506050204630001	Sporadik letter (information letter of land tenure) No.481/303/2003/2015. Issued by Head of Village of Rantau Benar, on August 5, 2015	2.65	2004	S 01°6'06'799"5" E 102°56'07101"	240	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Samsu	1506051512560001	Land ownership certificate No.00290, dated on September 23, 2013. Issued by Head of Land Official Government, Tanjung Jabung Barat district.	1.85	2004	S 01°16'20.548" E 102°55'29.198"	260	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.

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Apung Masitoh	1506084303770001	Land ownership certificate No.00296, dated on September 23, 2013. Issued by Issued by Head of Land Official Government, Tanjung Jabung Barat district.	1.23	2010	S 01°16'43.181" E 102°55'10.185	150	Non forest area/APL	-	No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.
Ipul	1506082107810001	Sporadik letter (information letter of land tenure) No.481/303/2003/2015. Issued by Head of Village of Rantau Benar, on September 2, 2015	1.38						No.660.4/402 /SPPL/2015, Issued by Head of Environmental Official Government of Tanjung Jabung Barat district.	503.44/37/K PPT/2016, Issued by Kantor Pelayanan Perijinan Terpadu. On September 2016.

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### Appendix 6: List of Members of FPS-MRM

ID Reg.No.	Gapoktan/ Poktan Name	No.	Member Name	ID Card No.	Area	YoP	Amount of Tree	Legal land entity	STDB	SPPL
<b>GAPOKTAN MERLUNG MANDIRI/MERLUNG VILLAGE</b>										
0001	AUR DURI 2	1	ARIS SUPARMU	1506052001750001	4	2011	625	JUAL BELI	503.44/96/KPPT/2016	660.4/379/SPPL/2015
					2.8	2006	125	JUAL BELI		
					0.6	2008	125	SHM		
0002		2	SUKARMIN	1506052010660001	2	2012	255	SHM	503.44/96/KPPT/2016	660.4/379/SPPL/2015
0003		3	SUDIRO	1506051408760002	1.6	2005	220	SHM	503.44/94/KPPT/2016	660.4/385/SPPL/2015
0004		4	SARIMAN	1506050107720040	2.2	2006	660	JUAL BELI	503.44/95/KPPT/2016	660.4/386/SPPL/2015
0005		5	RUDIN	1506050504650002	0.7	2005	260	JUAL BELI	503.44/103/KPPT/2016	660.4/381/SPPL/2015
0006		6	DAHLIMI	1606050301780001	2.9	2010	225	HIBAH	503.44/86/KPPT/2016	660.4/384/SPPL/2015
0007		7	MARTOJO	1571071803490021	1.5	2004	117	JUAL BELI	503.44/85/KPPT/2016	660.4/380/SPPL/2015
0008		8	BAMBANG RISMANTO	1506020105830008	1.3	2006	170	JUAL BELI	503.44/87/KPPT/2016	660.4/378/SPPL/2015
	0.8				2007	120	JUAL BELI			
	1.2				2006	140	JUAL BELI			
0009	9	SOFYAN SAURI	1506051412710002	2.1	2011	250	HIBAH	503.44/81/KPPT/2016	660.4/382/SPPL/2015	
0010	AUR DURI 3	10	ASPUL ANWAR	1506050111760002	2.5	2010	350	HIBAH	503.44/101/KPPT/2016	660.4/388/SPPL/2015
0011		11	EDI RUPAWAN	1506050107770034	3.8	2008	200	HIBAH	503.44/91/KPPT/2016	660.4/392/SPPL/2015
0012		12	JUNAIDI ARIF	1506052302760002	1.9	2009	313	SHM	503.44/99/KPPT/2016	660.4/390/SPPL/2015
0013		13	TOYIB	1506050107710013	4.2	2011	600	SPORADIK	503.44/100/KPPT/2016	660.4/393/SPPL/2015
0014		14	M.YANI	1506014066917401	2	2007	250	HIBAH	503.44/80/KPPT/2016	660.4/378/SPPL/2015
0015		15	HARTANTA	1506051611700001	2.4	2009	296	SHM	503.44/96/KPPT/2016	660.4/379/SPPL/2015
0016		16	AAN PADIRA	1506054107830038	0.6	2009	250	HIBAH	503.44/105/KPPT/2016	660.4/391/SPPL/2015
0017	BULUH TELANG	17	M. SUHAILI	1506050507680801	1.5	2005	275	JUAL BELI	503.44/96/KPPT/2016	660.4/379/SPPL/2015
0018		18	ADLIN	1506051010700005	3.1	2010	400	SHM	503.44/197/KPPT/2016	660.4/341/SPPL/2015
0019		19	M. HADI ASMARA	1506051206620003	3.1	2011	500	JUAL BELI	503.44/92/KPPT/2016	660.4/340/SPPL/2015
0020		20	M. HELMI	1506051011830002	3	2010	480	SPORADIK	503.44/88/KPPT/2016	660.4/339/SPPL/2015

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0021	LANGKAT	21	BUN YANI	1506050504850004	1.6	2008	210	SPORADIK	503.44/104/KPPT/2016	660.4/377/SPPL/2015
0022		22	EDY SURIANTORO	1506050106850004	0.8	2011	120	SPORADIK	503.44/90/KPPT/2016	660.4/374/SPPL/2015
					0.7	2014	130	SPORADIK		
0023		23	SAPARUDIN	1506050512580001	5.7	2005	800	SPORADIK	503.44/89/KPPT/2016	660.4/376/SPPL/2015
0024		24	SUPRIYANTO	1506050912770001	2.2	2009	460	JUAL BELI	503.44/106/KPPT/2016	660.4/375/SPPL/2015
	1.1				2008	375	HIBAH			
0025	NAPAL TEDENG	25	SOBUR	1506052412690001	3.7	2010	508	SKGR	503.44/102/KPPT/2016	660.4/372/SPPL/2015
0026		26	AZWIN	1506051506570002	5.4	2008	775	SKT	503.44/78/KPPT/2016	660.4/369/SPPL/2015
0027		27	ROBI CAHYADI	1506051506810002	2.5	2010	230	HIBAH	503.44/84/KPPT/2016	660.4/373/SPPL/2015
0028		28	EGA	1506051504900003	2.7	2013	250	HIBAH	503.44/83/KPPT/2016	660.4/370/SPPL/2015
0029		29	NELISARI	1605061003650001	0.9	2013	125	HIBAH	503.44/82/KPPT/2016	660.4/371/SPPL/2015

### KELOMPOK TANI SUNGAI TEMEGAN/LUBUK TERAP VILLAGE

0030	SUNGAI TEMEGAN	1	Juprianto	1506051004790002	1.7	2007	280	SURAT HIBAH		660.4/348/SPPL/2015
0031		2	Zarkani	1506051504870001	1.3	2014	127	SURAT HIBAH		660.4/361/SPPL/2015
0032		3	Al Hadi	1506050706790002	1.3	2006	180	SURAT HIBAH		660.4/347/SPPL/2015
					0.9	2005	100	SURAT HIBAH		
					0.6	2004	90	SURAT HIBAH		
0033		4	Ibnu Hajar	1506051207860002	7.2	2002	875	SURAT HIBAH		660.4/356/SPPL/2015
0034		5	Nurhayati	1506055109590001	10.2	1999	2500	SURAT JUAL BELI	503.44/01/KPPT/2016	660.4/363/SPPL/2015
0035		6	Erlinda	1506054305870001	1.3	2001	180	SURAT HIBAH		660.4/365/SPPL/2015
0036		7	Jupri	150605037750001	0.6	2011	90	SURAT JUAL BELI	503.44/06/KPPT/2016	660.4/366/SPPL/2015
					0.6	2011	90	SURAT JUAL BELI		
0037		8	Eko Budi Santoso	1506050405780001	0.8	2009	140	SURAT HIBAH	503.44/13/KPPT/2016	660.4/358/SPPL/2015
0038		9	Sasmianto	1506051212870001	0.7	2009	140	SURAT HIBAH	503.44/12/KPPT/2016	660.4/354/SPPL/2015
0039	10	Abuzar	1506051411860002	2	2010	200	SPORADIK	503.44/03/KPPT/2016	660.4/397/SPPL/2015	
0040	11	Marzuki	150605010172604	4.2	2006	600	SURAT JUAL BELI		660.4/396/SPPL/2015	
0041	12	Martunus	1506050512810003	0.8	2012	120	SHM	503.44/11/KPPT/2016	660.4/357/SPPL/2015	



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0042	13	Nur Asiah	0	1	2008	125	SURAT JUAL BELI	503.44/04/KPPT/2016	660.4/346/SPPL/2015
0043	14	Nasri	1606051011600001	2	2008	320	SPORADIK		660.4/258/SPPL/2015
0044	15	M. Hatta	1506051202790003	1.5	2006	200	SURAT JUAL BELI	503.44/05/KPPT/2016	660.4/360/SPPL/2015
0045	16	Ahmad Rifqi	1506052105780002	1.6	2003	200	SURAT HIBAH		660.4/355/SPPL/2015
0046	17	M. Daud	1506050409860001	2.4	2006	250	SURAT HIBAH	503.44/09/KPPT/2016	660.4/353/SPPL/2015
0047	18	Muslim	1506051601800001	0.8	2014	123	SURAT HIBAH		660.4/359/SPPL/2015
0048	19	Ibusro	1506050711680001	2.5	2014	350	SPORADIK		660.4/367/SPPL/2015
0049	20	Hendra Santo	1506051602840001	0.8	2010	100	SURAT HIBAH		660.4/398/SPPL/2015
0050	21	Noto	1506050209640001	0.9	2009	90	SURAT HIBAH	503.44/07/KPPT/2016	660.4/362/SPPL/2015
0051	22	M. Dasuki	1506050302870001	1.3	2009	170	SURAT HIBAH		660.4/349/SPPL/2015
0052	23	Muzanni	1506051109780002	1.3	2005	140	SURAT HIBAH		660.4/351/SPPL/2015
0053	24	Padlul Azim	1506050609850001	2.9	2012	170	SURAT HIBAH	503.44/10/KPPT/2016	660.4/365/SPPL/2015
0054	25	Rahim	1506050402950002	2.9	2014	190	SURAT HIBAH		660.4/344/SPPL/2015
0055	26	Ansori	0	2	2011	70	SURAT HIBAH		660.4/350/SPPL/2015
0056	27	Jhon Hendri	1506051508830003	3.2	2010	300	SURAT HIBAH		660.4/352/SPPL/2015
0057	28	Herianto	1506050307810001	3.7	2001	500	SURAT HIBAH		660.4/368/SPPL/2015
0058	29	Mawardi	1506050609490001	0.8	2007	98	SPORADIK	503.44/08/KPPT/2016	660.4/259/SPPL/2015
0059	30	Heri Kuswanto	1506052711890001	1	2014	150	SURAT JUAL BELI	503.44/02/KPPT/2016	660.4/399/SPPL/2015
0060	31	Sunoto	1506050808720001	0.9	2014	140	SURAT JUAL BELI	503.44/14/KPPT/2016	660.4/345/SPPL/2015
0061	32	Su'aidi	1506051010890001	1.7	2008	280	SURAT HIBAH		660.4/394/SPPL/2015

### GAPOKTAN USAHA BERKAT/ PULAU PAUH VILLAGE

0062	GERMAT	1	ADIANTO		1.2	220	2005	SKT	503.44/27/KPPT/2016	Not available
0063		2	AHMAD ZULMAN	1506081709830001	1,6	160	2005	SHM	503.44/39/KPPT/2016	660.4/266/SPPL/2015
0064		3	AL AKHRAM	1506052308770001	1,2	176	2001	SHM	503.44/40/KPPT/2016	660.4/269/SPPL/2015
0065		4	ARDIANTO	1506080707820003	1,5	175	2004	SKT	503.44/43/KPPT/2016	660.4/252/SPPL/2015
0066		5	BAHTIAR	1506050106620002	3	275	2002	SKT	503.44/28/KPPT/2016	Not available
0067		6	H LUKMAN	1506050405600001	3.7	492	2002	SHM	503.44/34/KPPT/2016	660.4/268/SPPL/2015

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				1.2	150	2003	SHM				
0068		7	JAMINAR	1506055602610001	1.6	240	2000	SKT	503.44/29/KPPT/2016	660.4/257/SPPL/2015	
0069		8	JON CHANIAGO	1506081407800001	1.5	300	2011	SHM	503.44/29/KPPT/2016	660.4/257/SPPL/2015	
					1	160	2009	SHM			
0070		9	RENI SUSANTI	1571076709880061	2.8	330	1992	SHM	503.44/37/KPPT/2016	660.4/266/SPPL/2015	
0071		10	S. HUTAGALUNG	1506082204840001	0.7	115	2008	SHM	503.44/38/KPPT/2016	660.4/267/SPPL/2015	
					0.8	100	2004	SHM			
0072		11	ZAINALABIDIN	1506483112630001	4	448	1998	SKT	503.44/42/KPPT/2016	660.4/271/SPPL/2015	
					2	242	2006	SKT			
					0.7	242	2010	SKT			
0073	TAKUDUNG JAYA	12	AHMAD DAMSUR	1506080603750001	7.3	2002	243	SHM	503.44/32/KPPT/2016	660.4/256/SPPL/2015	
0074		13	AHMAD YANI	1506051005750003	7.6	2005	1300	SHM	503.44/21/KPPT/2016	660.4/276/SPPL/2015	
0075		14	ASWARDI	1506050111590002	1,3	2000	300	SKT	503.44/44/KPPT/2016	660.4/273/SPPL/2015	
0076		15	BAHRIL YASIK	1506050910650001	1,3	2008	200	SHM	503.44/22/KPPT/2016	660.4/264/SPPL/2015	
0077		16	BAMBANG	1506081001860001	2	2007	250	SKT	503.44/17/KPPT/2016	660.4/279/SPPL/2015	
0078		17	BUSTAMI	1506050712630001	0.5	2008	167	SKT	503.44/16/KPPT/2016	660.4/246/SPPL/2015	
0079		18	ERWANSI	1506051601650001	3.6	2001	415	SHM	503.44/36/KPPT/2016	660.4/277/SPPL/2015	
0080			19	IBNU ABAS	1506080506770001	1.5	2012	200	SKT	503.44/15/KPPT/2016	660.4/274/SPPL/2015
						3	2002	400	SHM		
0081			20	JASMANI	150655210540001	1.2	2000	250	SKT	503.44/23/KPPT/2016	660.4/275/SPPL/2015
0082			21	JUNAIDI	1506081204750001	2	2008	225	SKT	503.44/41/KPPT/2016	660.4/295/SPPL/2015
						3.1	2008	450	SKT		
0083			22	M NUR	1506051502690001	1.6	2006	210	SHM	503.44/20/KPPT/2016	660.4/272/SPPL/2015
0084			23	MURTADI		2.8	2007	250	SKT	503.44/30/KPPT/2016	Not available
0085			24	SARJANI	1506051112700001	2.2	2002	300	SKT	503.44/33/KPPT/2016	660.4/292/SPPL/2015
0086			25	ZAINUDDIN	1506051208690003	2	2001	250	SHM	503.44/26/KPPT/2016	660.4/278/SPPL/2015
0087		26	ZAINI	1506050507780004	2	2008	240	SKT	503.44/25/KPPT/2016	660.4/293/SPPL/2015	
0088	SELIMBAT	27	HERLANDI	1506050509890002	2	2000	335	SKT	503.44/24/KPPT/2016	660.4/281/SPPL/2015	

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0089	MEKAR	28	JULFANI	1506050709910001	1	2000	125	SKT	503.44/31/KPPT/2016	660.4/284/SPPL/2015
0090		29	KARDANAK	1506080404730001	3	2003	350	SHM	503.44/35/KPPT/2016	660.4/282/SPPL/2015
					1	2006	105	SHM		
0091		30	SAMSURI	1506051203630001	2	2000	250	SKT	503.44/19/KPPT/2016	660.4/283/SPPL/2015
					1.2	2000	150	SKT		
0092		31	TINA	1506054306670001	0.8	2000	80	SKT	503.44/18/KPPT/2016	660.4/280/SPPL/2015
					1.6	1998	110	SHM		
					7.7	2001	620	SKT		

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0093	MAWAR 1	1	AMAN PARDEDE	1506052207800002	1.2	2007	180	SPORADIK	503.44/54/KPPT/2016	660.4/332/SPPL/2015
					1.77	2008	250	SPORADIK		
0094		2	BUDI HERWANTO	1506081203780001	3.46	2005	450	SHM	503.44/52/KPPT/2016	660.4/337/SPPL/2015
					4.07	2009	520	SPORADIK		
0095		3	BENI HARIYANTO	1506052411910001	0.91	2012	125	SPORADIK	503.44/72/KPPT/2016	660.4/335/SPPL/2015
0096			4	MENTARIA	1506051807700001	2.03	2012	500	SPORADIK	503.44/62/KPPT/2016
0097		5	SUPNI	1506050106840003	1.16	2007	170	SPORADIK	503.44/74/KPPT/2016	660.4/333/SPPL/2015
0098		6	BUSMIN	1506080405710002	1.92	2008	240	SPORADIK	503.44/56/KPPT/2016	660.4/326/SPPL/2015
	3.37				2006	500	SHM			
0099	MAWAR 2	7	MARBUN	1506050812620001	1.74	2004	220	SPORADIK	503.44/70/KPPT/2016	660.4/331/SPPL/2015
0100		8	KASDUAN	1506050502610001	2.78	2002	200	SPORADIK	503.44/71/KPPT/2016	660.4/325/SPPL/2015
0101		9	HERMAN MANKES	1506050402680001	1.2	2005	150	SPORADIK	503.44/63/KPPT/2016	660.4/328/SPPL/2015
0102		10	SENHERI	1506052708850001	0.51	2010	70	SPORADIK	503.44/64/KPPT/2016	660.4/334/SPPL/2015
					0.55	2010	70	SPORADIK		
0103		11	SAMSU	1506051512560001	1.85	2004	260	SHM	503.44/47/KPPT/2016	660.4/324/SPPL/2015
0104		12	ESNAWATI	1506055011630001	2.82	2004	300	SHM	503.44/48/KPPT/2016	660.4/330/SPPL/2015
0105		13	SAUDI	1506081101740001	1.9	2000	317	SHM	503.44/73/KPPT/2016	660.4/343/SPPL/2015
	1.33				2004	150	SHM			

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0106		14	APUNG MASITOH	1506084303770001	1.32	2012	150	SHM	503.44/76/KPPT/2016	660.4/329/SPPL/2015
0107		15	HOYRUDIN	1506082904960001	1.85	2010	250	SPORADIK	503.44/60/KPPT/2016	660.4/318/SPPL/2015
0108		16	NURSI AH	1506054106640001	1.58	2004	250	SPORADIK	503.44/53/KPPT/2016	660.4/336/SPPL/2015
0109	MAWAR 3	17	ABDULLAH	1506081208660001	1.74	2008	260	SPORADIK	503.44/57/KPPT/2016	660.4/307/SPPL/2015
0110		18	SAHRUL	1506050107730013	3.21	2003	495	SPORADIK	503.44/68/KPPT/2016	660.4/311/SPPL/2015
0111		19	TASIAH	1506086102520001	1.14	2001	170	SHM	503.44/51/KPPT/2016	660.4/315/SPPL/2015
0112		20	NASUTION	1506052011660001	1.23	2004	250	SHM	503.44/75/KPPT/2016	660.4/316/SPPL/2015
					1.28	2006	200	SHM		
					0.55	2005	97	SPORADIK		
					4.87	2007	600	SPORADIK		
0113		21	SAMAWI	1506050402710001	1.08	2009	120	SPORADIK	503.44/46/KPPT/2016	660.4/321/SPPL/2015
0114		22	NETTY ERIAWATI	1506886311840001	2.53	2005	310	SHM	503.44/58/KPPT/2016	660.4/322/SPPL/2015
0115		23	IPUL	1506082107810001	1.38	2011	218	SPORADIK	503.44/77/KPPT/2016	660.4/342/SPPL/2015
0116		24	ASNAWI	1506050203660002	1.56	2004	213	SPORADIK	503.44/61/KPPT/2016	660.4/308/SPPL/2015
					1	2001	150	SPORADIK		
					1.06	2010	130	SPORADIK		
0117		25	HASBULLAH	1506080909670001	0.89	2008	120	SPORADIK	503.44/45/KPPT/2016	660.4/319/SPPL/2015
0118		26	DODI HERYANTO	1506051108860001	3.75	2008	462	SHM	503.44/49/KPPT/2016	660.4/310/SPPL/2015
	1.36				2005	220	SHM			
	6.23				2011	1000	SPORADIK			
0119	27	ARI YANTO	1506080710840001	2.5	2009	300	SHM	503.44/50/KPPT/2016	660.4/312/SPPL/2015	
0120	28	ERLIANDI	1506050809760001	4.4	2005/2013	200/420	SPORADIK	503.44/66/KPPT/2016	660.4/313/SPPL/2015	
0121	29	MASWAN	1506054905650001	1.6	2002	230	SHM	503.44/55/KPPT/2016	660.4/314/SPPL/2015	
0122	30	MAAZUDIN	1506080307620001	0.83	2006	130	SPORADIK	503.44/69/KPPT/2016	660.4/320/SPPL/2015	
				2.24	2007/2009	300	SPORADIK			
0123	31	SYAPRI	1506050204630001	1.07	2004	130	SPORADIK	503.44/59/KPPT/2016	660.4/309/SPPL/2015	

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0124		32	M. NUR	1506050102330001	2.65	2010	240	SPORADIK	503.44/65/KPPT/2016	660.4/317/SPPL/2015
0125		33	SODANG	1506052009800001	1.04	2008	180	SPORADIK	503.44/67/KPPT/2016	660.4/323/SPPL/2015
<b>GAPOKTAN USAHA BERKAT/SUNGAI ROTAN VILLAGE</b>										
0126	ANGGUR	1	EPI	0	0.5	2009	70	SKT	ON PROCESS	660.4/417/SPPL/2015
					0.5	2009	70	SKT	ON PROCESS	
0127		2	IPANDES	1506050611830002	1.5	2008	750	SKT	ON PROCESS	660.4/288/SPPL/2015
					1.1	2008	150	SKT	ON PROCESS	
0128		3	TARMIZI	1506082907750001	2.74	2005	490	SHM	ON PROCESS	660.4/285/SPPL/2015
0129		4	SYAMSUL	150605311250004	1.3	2008	193	SKT	ON PROCESS	660.4/412/SPPL/2015
0130		5	MUKLIS	1506052602770001	0.8	2009	150	SKT	ON PROCESS	660.4/400/SPPL/2015
0131		6	SAUDI	1506081101740001	1.9	2009	300	SKT	ON PROCESS	660.4/411/SPPL/2015
0132		7	BASNAN AN	1506051809590001	12.8	2004	1500	SHM	ON PROCESS	660.4/287/SPPL/2015
0133		8	HADI ERMA SURIYANTO	0	8.1	2007	960	SHM	ON PROCESS	660.4/409/SPPL/2015
0134		9	JOMET	1506051105730002	1.5	2005	230	SKT	ON PROCESS	660.4/410/SPPL/2015
					0.9	2005	130	SKT	ON PROCESS	
					1.3	2006	160	SKT	ON PROCESS	
					2.6	2006	350	SKT	ON PROCESS	
0135		10	ASWADIT	1506050606720001	5	2006	750	SKT	ON PROCESS	660.4/250/SPPL/2015
0136	11	ARBA'I	1506050111740001	1.1	2008	160	SKT	ON PROCESS	660.4/289/SPPL/2015	
0137	12	TONI PUTRA	1506051010770001	1	2008	148	SHM	ON PROCESS	660.4/255/SPPL/2015	
0138	13	AMAN SENTOSA	1506050303790001	1.23	2011	188	SHM	ON PROCESS	660.4/290/SPPL/2015	
0139	14	LINAWATI	1506055203850001	0.73	2014	200	SHM	ON PROCESS	660.4/286/SPPL/2015	
0140	15	AHMAD SOPI	1506081010720001	1.5	2004	170	SKT	ON PROCESS	660.4/291/SPPL/2015	
0141	DELIMA	16	SUKEMI	1506050107870046	0.5	2009	100	SKT	ON PROCESS	660.4/304/SPPL/2015
0142		17	ZAINUDIN	1506053112550004	1	2007	150	SKT	ON PROCESS	Not available
0143		18	BEJO SAMPURNA	1506050505650003	3.2	2011	300	SHM	ON PROCESS	660.4/413/SPPL/2015
0144		19	ZIKWAN	1506050703550002	1.0	2007	140	SHM	ON PROCESS	660.4/300/SPPL/2015

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0145		20	ASMMUNI	1506052704770001	1.8	2004	350	SHM	ON PROCESS	660.4/406/SPPL/2015
0146		21	CENDRA	1505062604850001	1.4	2008	175	SHM	ON PROCESS	660.4/303/SPPL/2015
0147		22	ARMADA	1506052412840001	1.8	2008	250	SHM	ON PROCESS	660.4/306/SPPL/2015
					2	2009	250	SHM	ON PROCESS	
0148		23	DENI EFRIANZA	1506050607870001	1.6	2008	233	SHM	ON PROCESS	660.4/249/SPPL/2015
0149		24	AHYAT SISWANTO	1506050405800001	2.3	2002	360	SHM	ON PROCESS	660.4/301/SPPL/2015
0150		25	BASTORI	1506082404580001	1.2	2006	180	SHM	ON PROCESS	660.4/247/SPPL/2015
					0.74	2004	100	SHM	ON PROCESS	
					0.7	2007	120	SHM	ON PROCESS	
0151		26	ALWI	1506053112700004	2.5	2007	210	SHM	ON PROCESS	660.4/302/SPPL/2015
0152		27	SARNO	1506050101662847	1.1	2007	118	SHM	ON PROCESS	660.4/262/SPPL/2015
					0.65	2009	80	SHM	ON PROCESS	
0153		28	NURIDA	1506084811720001	1.2	2008	150	SHM	ON PROCESS	660.4/305/SPPL/2015
0154		29	ARIFIN BIN ABU NAWAS	1506051809620002	2.7	2011	525	SHM	ON PROCESS	660.4/440/SPPL/2015
					1.7	2006	225	SHM	ON PROCESS	
0155		30	MARMAN/MISDAL ENA	1506081103730001	1.1	2010	290	SHM	ON PROCESS	660.4/415/SPPL/2015
					2.24	2010	265	SHM	ON PROCESS	
0156		31	SUHERMAN	1506080804730001	2.1	2004	315	SHM	ON PROCESS	660.4/299/SPPL/2015
					2.3	2005	340	SKT	ON PROCESS	
					4.6	2009/2014	284/336	SHM	ON PROCESS	
0157		32	WAHID	1506051211730001	1.7	2010	250	SKT	ON PROCESS	660.4/248/SPPL/2015
0158		33	MAHNUN	1506055003730362	3.8	2008	500	SKT	ON PROCESS	660.4/253/SPPL/2015
0159		34	RHOSA PENA ROZA	1506053110900001	3.1	2008	455	SHM	ON PROCESS	660.4/298/SPPL/2015
					5.3	2012	600	SHM	ON PROCESS	
0160		35	RAMAJA	1506051104800002	0.8	2008	102	SKT	ON PROCESS	660.4/254/SPPL/2015
					0.82	2003	130	SKT	ON PROCESS	
					0.7	2004	90	SKT	ON PROCESS	

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0161	SEMANGKA	36	DAPRI	1506050504810001	1.22	2010	250	SHM	ON PROCESS	660.4/243/SPPL/2015
0162		37	NASRUN	1506082505770001	1.8	2007	240	SHM	ON PROCESS	660.4/408/SPPL/2015
0163		38	SAHRUL	1506052808710001	1.6	2003	250	SHM	ON PROCESS	660.4/403/SPPL/2015
					2.5	2003	300	SHM	ON PROCESS	
					3.5	2012	350	SHM	ON PROCESS	
					4	2009/2013	520	SHM	ON PROCESS	
0164		39	RODI HARTONO	1506081608760001	1.5	2008	247	SHM	ON PROCESS	660.4/405/SPPL/2015
0165		40	RUSTAM	1506081510780001	1	2006	190	SKT	ON PROCESS	660.4/297/SPPL/2015
					2.1	2012	230	SHM	ON PROCESS	
					2.8	2011	230	SHM	ON PROCESS	
					1	2006	100	SHM	ON PROCESS	
0166		41	SAHARUDIN	1506052802750002	1.7	2010	360	SHM	ON PROCESS	660.4/402/SPPL/2015
0167		42	SAPRIAL	1506080708870001	2.5	2010	280	SKT	ON PROCESS	660.4/404/SPPL/2015
0168		43	BASNAN BD	1506052705650001	1.5	2003	180	SKT	ON PROCESS	660.4/416/SPPL/2015
0169	44	RIZAL	1506050609740002	1	2008	153	SKT	ON PROCESS	660.4/261/SPPL/2015	
0170	45	MARJUNIT	0	11.4	2002	1000	SKT	ON PROCESS	660.4/041/SPPL/2015	
				1.5	2009	350	SHM	ON PROCESS		
0171	46	AZWIR	1506080101830001	2.3	2008	250	SHM	ON PROCESS	660.4/260/SPPL/2015	
0172	47	SAIPUL ARULAM	1506050609750001	2.6	2004	350	SHM	ON PROCESS	660.4/414/SPPL/2015	
				2.7	2006	360	SHM	ON PROCESS		
0173	48	ZUHRINATA	1508050108740001	1.1	2011	200	SHM	ON PROCESS	660.4/407/SPPL/2015	
0174	49	SUDIRMAN	1506051301730003	3.6	2010	438	SHM	ON PROCESS	660.4/296/SPPL/2015	

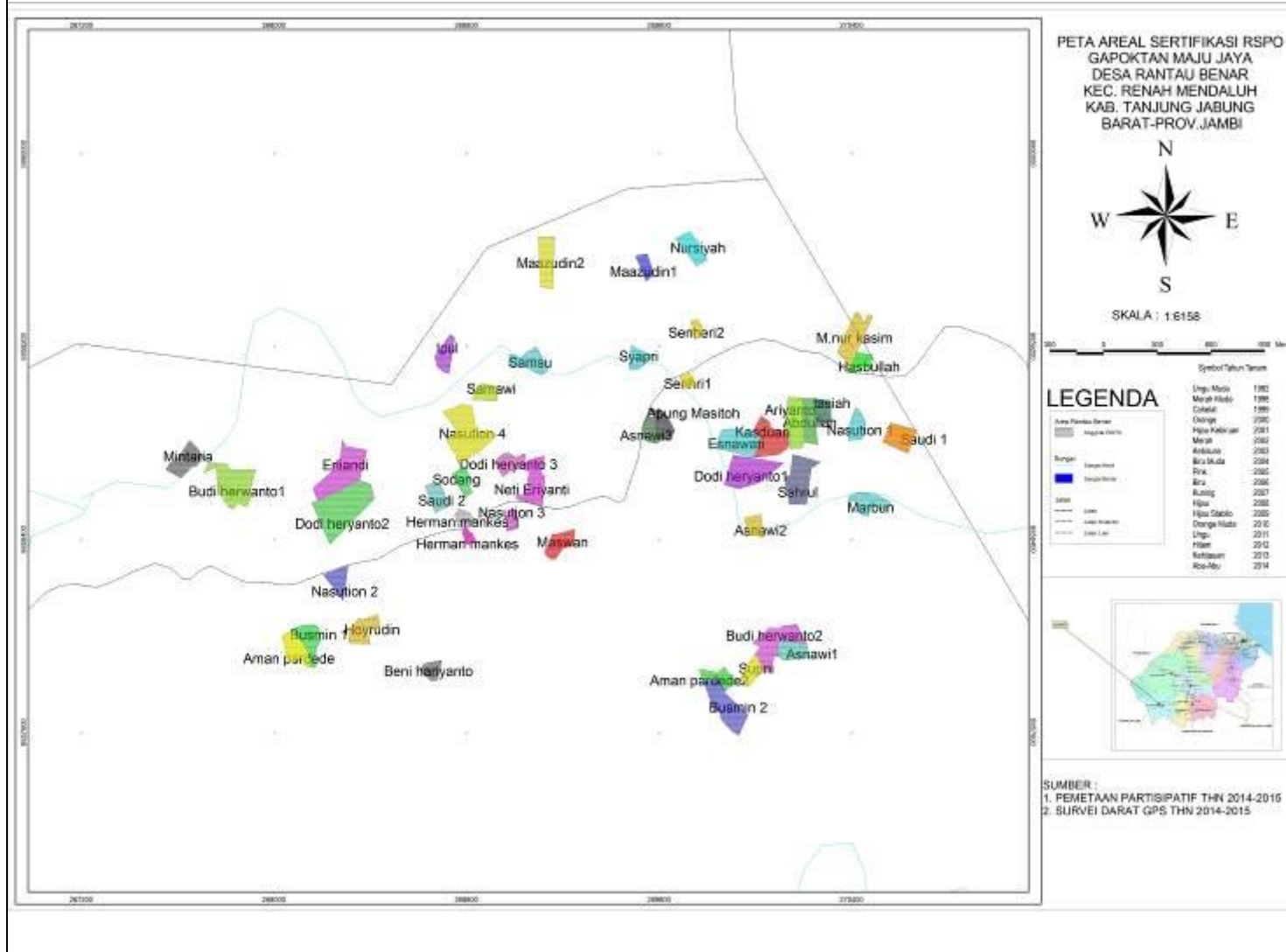
# RSPO Certification Assessment Report

Forum Petani Swadaya – Merlung Renah Mendaluh

Jl. Lintas Merlung – Simpang Niam, Pulau Pauh village, Renah Mendaluh Subdistrict,  
Tanjung Jabung Barat District, Jambi Province – Indonesia



## Appendix 7: Map of FPS-MRM (Gapoktan/Poktan)

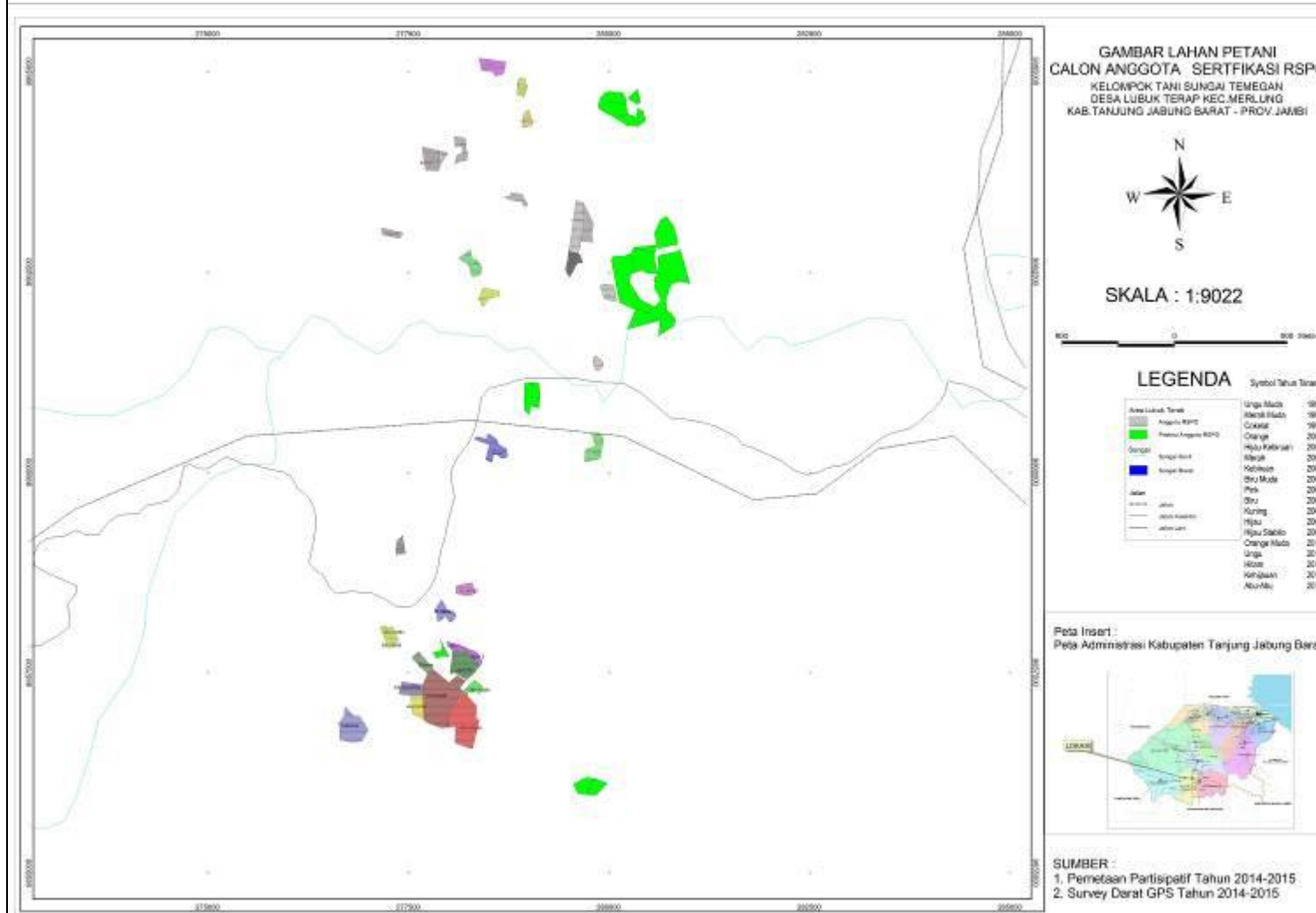


Gapoktan  
Maju Jaya



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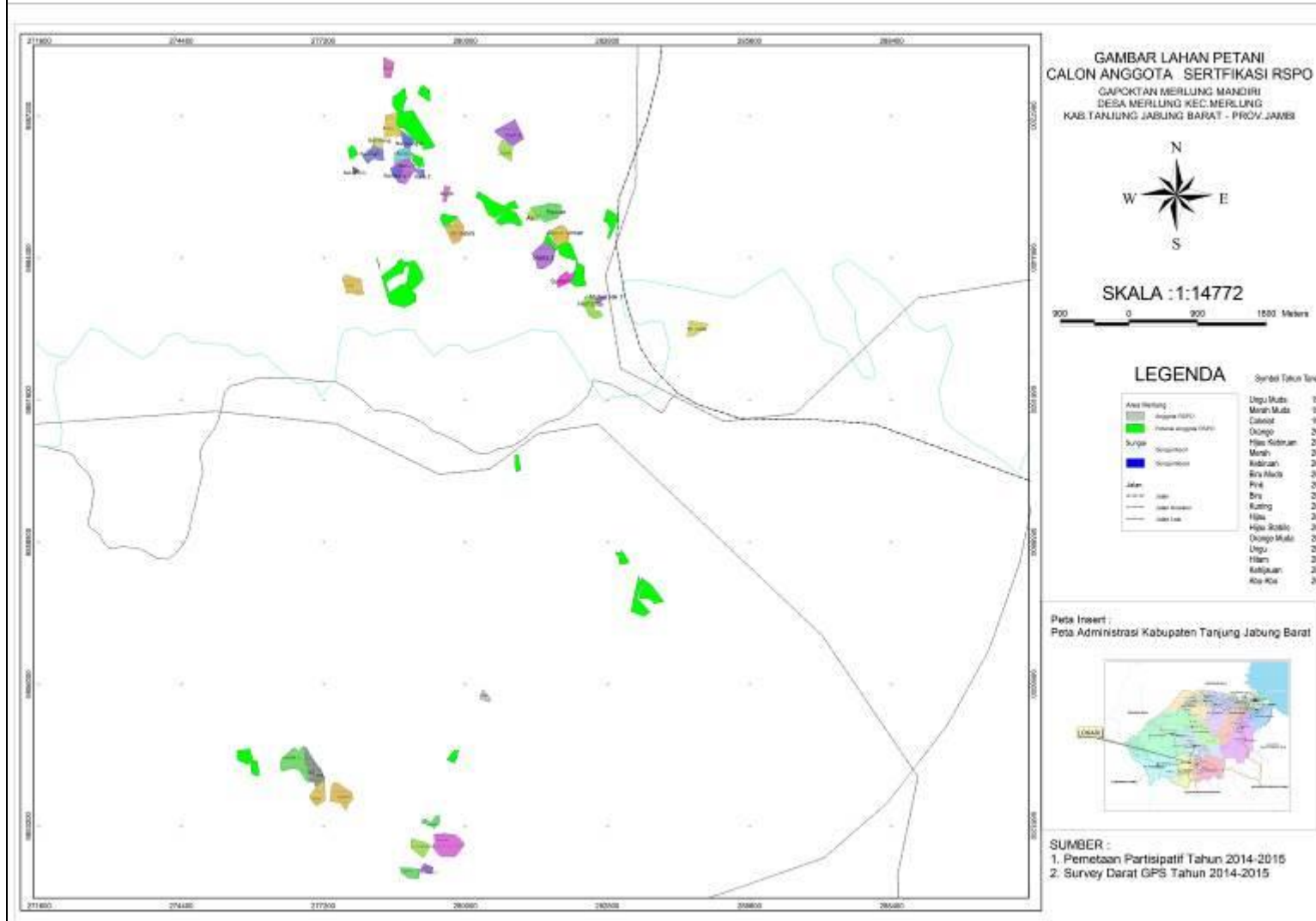


Poktan Sungai Temegan

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Gapoktan  
Merlung Mandiri

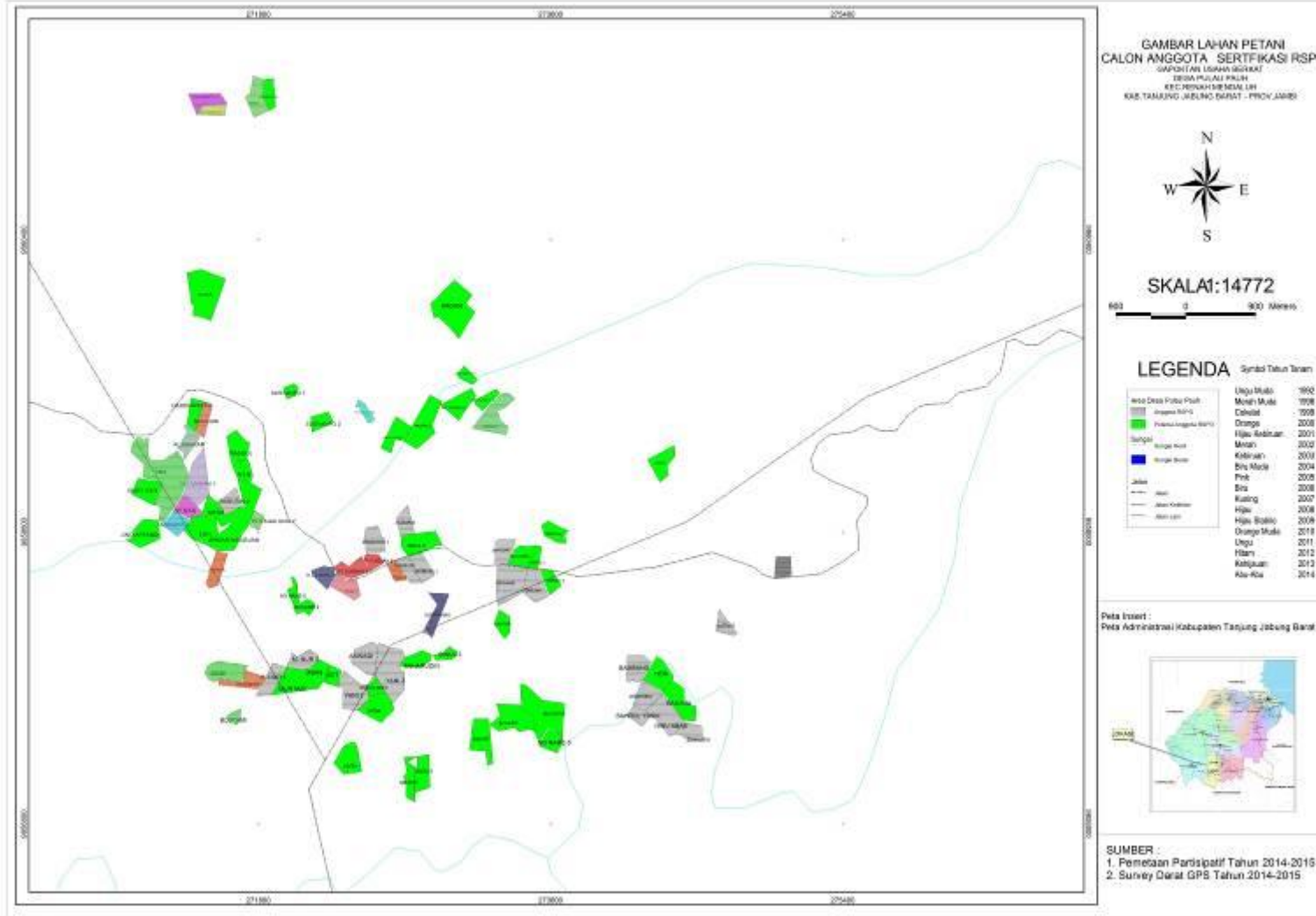
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Gapoktan  
Usaha Berkat



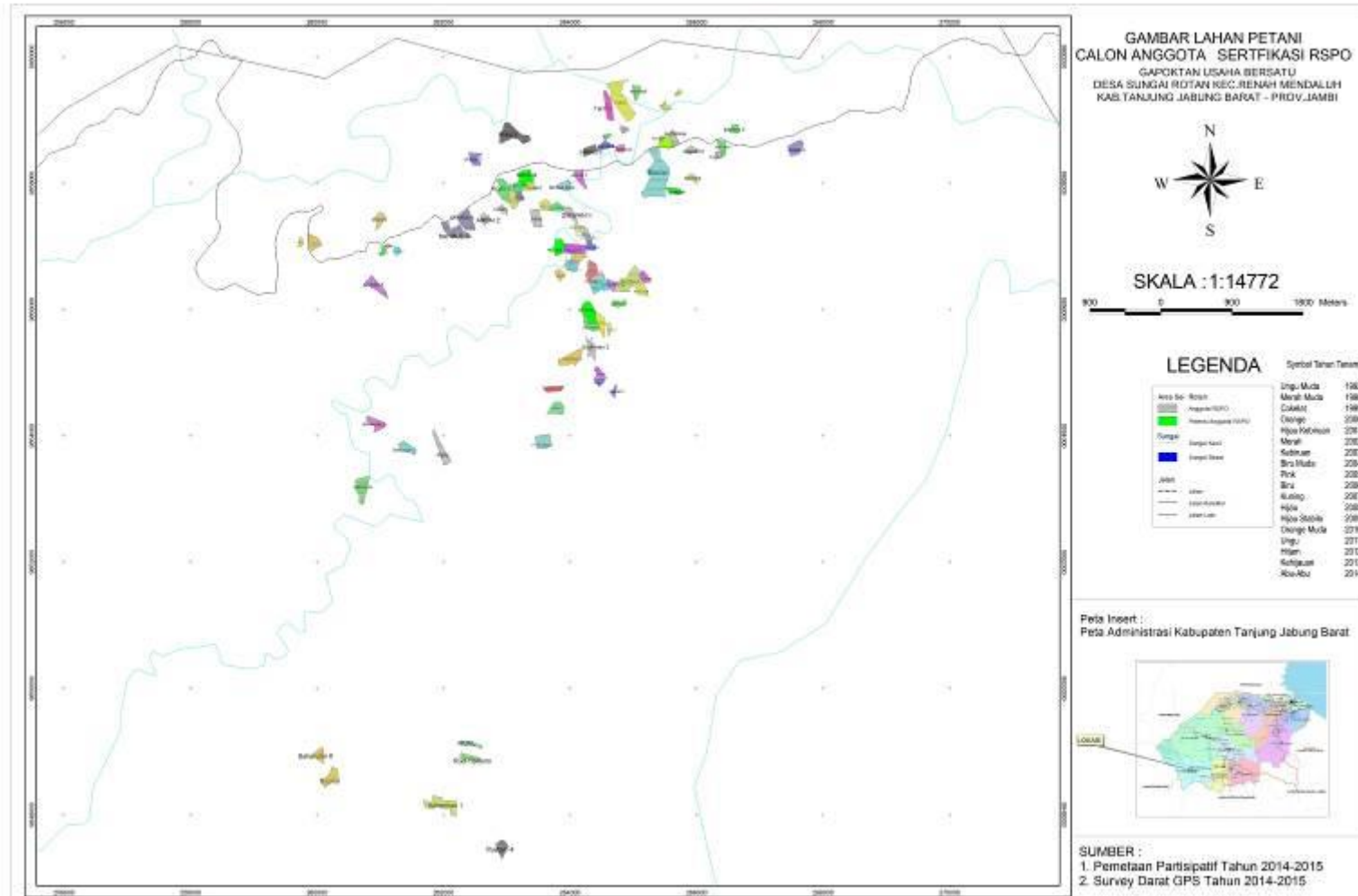
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Gapoktan  
Usaha Bersatu



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