

**RSPO PRINCIPLE AND CRITERIA
1ST ANNUAL SURVEILLANCE ASSESSMENT (ASA1)
Public Summary Report**

Genting Plantations Berhad
Head Office: Genting Plantations Berhad 10 th Floor, Wisma Genting Jalan Sultan Ismail 50250 Kuala Lumpur Malaysia
Genting Selama Estate 09800 Serdang Kedah, Malaysia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0086-06-000-00	Date	Member since: 14 November 2006
Company Name	Genting Plantations Berhad		
Address	10 th Floor, Wisma Genting, Jalan Sultan Ismail 50250 Kuala Lumpur, Malaysia		
Site Address	Genting Selama Estate, 09800 Serdang, Kedah, Malaysia		
Subsidiary of (if applicable)	N/A		
Contact Name	Mr Tan Cheng Huat (Senior Vice President – Plantation Division)		
Website	http://www.gentingplantations.com/	E-mail	chenghuat.tan@genting.com
Telephone	03 2333 6510 (Head Office)	Facsimile	03 2333 6575 (Head Office)

2. Certification Information			
Certificate Number	RSPO 652233	Certificate Issued Date	23/09/2015
		Expiry Date	22/09/2020
Scope of Certification	Production of Fresh Fruit Bunches		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
EU-ISCC-Cert-DE119-60163936	ISCC EU	ASG Cert GmbH	17/05/2017
ISCC-Plus-Cert-60163936	ISCC PLUS	ASG Cert GmbH	17/05/2017
MPOB – CoP / ET / 0029-1	Code of Good Agricultural Practice for Oil Palm Estates and Smallholdings	MPOB	22/10/2017

3. Location(s) of Mill & Supply Bases			
Genting Selama Estate (Division)	Location [Map Reference #]	GPS	
		Easting	Northing
Selama	Serdang, Kedah, Malaysia	100° 39' 25.16"	5° 13' 19.82"
Halifax	Serdang, Kedah, Malaysia	100° 41' 00.50"	5° 10' 48.19"
Choong Meng	Serdang, Kedah, Malaysia	100° 39' 31.47"	5° 15' 36.77"
Selding	Serdang, Kedah, Malaysia	100° 43' 46.78"	5° 14' 50.20"

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4. Description of Supply Base							
Estate	Mature (ha)	Immature (ha)	Total Planted (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Hectarage	% of Planned
Genting Selama Estate	1,661.44	120.20	1,781.64	12.29	36.21	1,830.14	97.35 %

5. Plantings & Cycle									
Estate	Age (Years)						Tonnage / Year		
	1-3 *	>3-7*	>7-15	>15-20	>20-25	>25	Estimated (July 2015- June 2016)	Actual (July 2015 – June 2016)	Forecast (July 2016 – June 2017)
Genting Selama Estate	120.20	165.99	385.56	314.57	790.54	4.78	41,661.01	39,383	38,870

* = replanting

6.Certified Tonnage									
Mill	Estimated July 15 – June 16			Actual July 15 – June 16			Forecast (July 16 –June 17)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
<i>Not applicable</i>	41,661.01	-	-	39,383.00	-	-	38,870.00	-	-

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

Assessment Methodology, Programme, Site Visits

The on-site annual surveillance assessment was conducted on 12 August 2016. The audit programme is included as Appendix D. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities. Genting Selama Estate is a stand-alone estate which the FFB were sent to the external mill for processing.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO P&C MYNI-2014 used as Checklists and questionnaires were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix E.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment are detailed in Section 3.3.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

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This report was externally reviewed by RSPO approved Certification Reviewer prior to certification decision by BSI.

The following table would be used to identify the locations to be audited each year in the 5 year cycle

1. Assessment Program					
Name (Mill / Supply Base)	Initial Certification (2015)	ASA1 (2016)	ASA2 (2017)	ASA3 (2018)	ASA4 (2019)
Genting Selama Estate	√	√	√	√	√

Tentative Date of Next Visit: July 20, 2017

Total No. of Mandays: 3 mandays

BSI Assessment Team:

Mohd Hafiz Mat Hussain – Lead Auditor

He holds Bachelor Degree in Plantation Technology and Management, graduated from University Technology Mara (UiTM) on 2009. He has 4 years working experience in oil palm plantation industry. He also has the experiences as an auditor for several standards including ISO 9001, ISO 140001, OHSAS 18001, MSPO and RSPO in his previous certification body. He completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course and OHSAS 18001 Lead Auditor Course in 2013, Endorsed RSPO P&C Lead Auditor Course in 2014 and MSPO Awareness Training in 2014. He had been involved in RSPO auditing since May 2013 in more than various companies in Malaysia. During this assessment, he assessed on the aspects of legal, mill best practices, estate best practices, safety and health, environmental and workers and stakeholders consultation.

Hoo Boon Han – Team Member

He holds Master of Technology (Environmental Management) from the University Malaya and Bachelor of Science Forestry (Hons) Majored in International Tropical Forestry from University Malaysia Sabah. He has more than 3 years working experience in in environmental monitoring & audit, carbon accounting & reduction, wastewater treatment, waste management and sustainable development. He has successfully completed the RSPO Lead Auditor and RSPO Supply Chain Training in April 2012. He has been involved in RSPO P&C audit in Indonesia and Malaysia as well as RSPO SC audit across different region including Asia, Europe and North America for the past 4 years. During this assessment, he assessed on the aspect of environment, Safety and Health, Legal, social and community engagements, stakeholders consultation, and workers welfare. He is able to speak and understand Bahasa Malaysia, English and Mandarin.

Hu Ning Shing- Team Member

She holds Bachelor Degree in Science majoring in Applied Chemistry, graduated from University of Malaya on 2011. She has 5 years working experience in rubber and palm oil industry. She also has the experiences as auditor for several standards including ISO 9001, MSPO and RSPO in his previous certification body. She completed the ISO 9001 Lead Auditor Course on 2016, Endorsed RSPO P&C Lead Auditor Course in 2012 and Endorsed RSPO SCCS Lead Auditor Course in 2015. She had been involved in RSPO auditing since November 2015 in more than various companies in Malaysia. During this assessment, she assessed on the aspects of social. She is fluent in Bahasa Malaysia and English languages.

Accompanying Persons: Mohamed Hidir Zainal Abidin (observer)

Section 3: Assessment Findings

3.1 Details of audit results are provided in the following Appendix:

- ☒ RSPO P&C MYNI 2014 Checklist – **Appendix A:** Summary report of the Assessment.
- ☒ Genting Plantations Berhad Time Bound Plan – **Appendix B:** Time Bound Plan.

3.2 Progress against Time Bound Plan

Genting Plantations Berhad is a member of RSPO and has been involved in the certification since 14 November 2006; the membership number with RSPO is 1-0086-06-000-00

Genting Plantations Berhad* (""Genting Plantations""), a 54.7%-owned subsidiary of Genting Group, is one of the fastest-growing plantation companies listed on the Main Board of Bursa Malaysia.

Genting Plantations currently has over 134,828 hectares of plantation land in Malaysia and Indonesia. Since its inception, Genting Plantations has established itself as a reputable and reliable palm oil producer as well as one of the lowest-cost palm oil producers in Malaysia.* Formerly known as Asiatic Development Berhad

Genting Plantations Berhad has developed a time-bound plan (Appendix C) for the phased implementation of the RSPO standards at their oil mills and estates.

The BSI assessment team considers that Genting Plantations Berhad is on the right track which is reasonable and challenging, given the widespread geographic locations of its properties, the resources required and the numbers of smallholders involved.

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Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	The time bound plan includes all operating units in Malaysia and Indonesia.	Yes
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The TBP is challenging especially for operating units in Indonesia. The current focus of the Indonesian management is to implement ISPO which is a mandatory requirement. Infrastructure and POM construction is still on-going. The company is also expanding the land areas with new acquisitions.	Yes
Have there been any changes since the last audit? Are they justified?	The changes are due to new acquisitions and rescheduling by the management.	Yes
If there have been changes, what circumstances have occurred?	Delays in certification of some POMs and estates.	Yes
Have there been any stakeholder comments?	To-date, no comments received from stakeholders on the TBP.	Yes
Have there been any newly acquired subsidiaries?	Yes. PT AAC and PT PALJ in Kalimantan, Indonesia.	Yes
Have there been any isolated lapses in implementation of the plan?	No lapses however re-scheduling of the certification dates has been made.	Yes
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes	Yes
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	HCV Assessments and SEIA have been conducted for all operating units including newly acquired areas. HCV and SEIA management and monitoring plans are also implemented in accordance with the consultant's recommendations.	Yes
Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	NPPs have been submitted for new plantings since Jan 2010. The latest NPP was published on RSPO website on 13 July 2016 for Genting Jambongan Estate in Sabah for an expansion of the estate areas. We shall provide updates if required later.	Yes
Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria	No. The above NCR land conflict for Tongod (Genting Tanjung Bahagia S/B) was resolved via High Court led mediation in March 2016.	Yes

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6.4, 7.5 and 7.6.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	To-date, no complaints on labour disputes received by the company.	Yes
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes	Yes
Any Legal non- compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	None so far. No stakeholder comments or complaints received.	Yes

3.3 Details of findings

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A.

During the Annual Surveillance Assessment there were three (3) Major nonconformities and one (1) Minor non-conformity raised. The Genting Selama Estate submitted Corrective Action Plans for the non-conformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted. The evidence of implementation for the major nonconformities was verified. The major nonconformities were closed on 26/8/16 and 9/9/16. Following are the details of the nonconformities:

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1365919M1	Requirements Indicator 2.1.1 Evidence of compliance with relevant legal requirements shall be available.	Major
	Evidence of Nonconformity JKPP 7 and JKPP 8 were not communicate to DOSH accordingly for those workers who were not fit due to suspected on occupational poisoning: <ol style="list-style-type: none"> 1. 641211-09-5039 2. H2184938 	
	Statement of Nonconformity Evidence of compliance with legal and other requirements for OSH (NADOPOD) Regulation 2004, Section 32, sub (i) and Medical Surveillance Guideline, Oct 2001 were not available.	
	Action <u>Correction</u> We will update the JKPP 8 for 2016 submission with the suspected case of 2 workers with Organophosphate and submit to DOSH before 31 January 2017. <u>Corrective Action:</u> 1. Improve communication between estate management and OHD on	

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	<p>NADOOPOD.</p> <ol style="list-style-type: none"> 2. OSH coordinator and HA to be accountable on reporting JKPP 6, 7 and 8. If there is any issue unclear, it will be discuss with the Manager and Safety Health Officer (SHO), Mr Andy. 3. Re-training by SHO, Mr Andy on NADOOPOD to all executives, staffs and HA on October 2016 	
	<p>Status Closed on 09/09/2016</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1365919M2	<p>Requirements Indicator 4.7.2 All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>Evidence of Nonconformity HIRARC for spraying (Semi & Mechanical) was not included the case of occupational poisoning.</p> <p>Statement of Nonconformity The HIRARC was not captured and updated on the activity involving occupational poisoning in Genting Selama Estate.</p> <p>Action <u>Correction:</u> We have revised our HIRARC with including of chemical Hazard on 20.8.2016.</p> <p><u>Corrective Action:</u></p> <ol style="list-style-type: none"> 1. SOP on HIRARC approved by manager 2. HIRARC to be reviewed during OSH meeting on quarterly basis. In order to get feedback and discussed with OSH committee. 3. Revised HIRARC to be done by OSH coordinator and approved by manager <p>Status Closed on 26/08/2016</p>	Major

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1365919M3	<p>Requirements Indicator 6.5.2 Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>Evidence of Nonconformity There were contracts where the average salary was RM 25/ day @ RM 650 and rate for work on public holiday is RM 25/day. Example: a) Passport No.: AP 269359 signed on 1/1/2015 b) Passport No.: BP 9827371 signed on 25/2/2015</p> <p>The content of workers' contract between direct employment and contractor's workers were not standardized. The main difference was the annual leave where application of annual leave only valid after continuous service of 12 months for contractor's workers. Sampled contracts were verified as below: a) Passport No.: AT 007477 (Indonesian) b) Passport No.: A 7640447 (Indonesian) c) Passport No.: 3930553 (Nepalese)</p> <p>Besides, the contract for worker (Passport No.: AT 007477) was in old version where the public holiday entitlement was only 11 days instead of 13 days.</p> <p>In additional, the validity of contract for workers are different where some was 2 years and some was 3 years. Sampled workers were verified as below: a) Passport No: BP 9827372 (3 years) b) Passport No.: 3930553 (3 years) c) Passport No.: BP 9827371 (3 years) d) Passport No.: M 6323372 (2 years) e) Passport No.: AT 007477 (2 years)</p> <p>Statement of Nonconformity Worker's contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) were not effectively managed.</p> <p>Action <u>Correction:</u> The new agreement was amended with an addendum based on Employment Act 1955 and MAPA/NUPW collective agreement.</p> <p>Corrective Action</p>	Major

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	<p>1. Training for the PIC of filing/ documentation. To update all documentations on regular basis. Divisional Assistant Manager to ensure that all employees in respective division are updated accordingly.</p>	
	<p>Status Closed on 09/09/2016</p>	

Non-Conformity

NCR #	Description	Category (Major / Minor)
1365919N1	<p>Requirements Indicator 5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p>	Minor
	<p>Evidence of Nonconformity The empty containers/recyclable waste were still observed in dumpsite at block 98 and 95 as well as the recycle waste bin near the workshop.</p>	
	<p>Statement of Nonconformity The waste management was not effectively implemented.</p>	
	<p>Action <u>Correction:</u> Re-training on waste management to all employees in the estate.</p> <p><u>Corretive Action:</u> Re-training and improve on supervision during segregation of all waste from the linesite.</p>	
	<p>Status Accepted, the effectiveness of the corrective action will be verified during the next assessment.</p>	

Observation

OBS #	Description
	Nil

Positive Findings

PF #	Description
1	Good commitment present from management and all personnel involved were very cooperative during the assessment process.
2	Interview with both male and female employees indicate understanding of their rights
3	Employees indicated positive impacts to their livelihood as Genting Selama Estate employee

Issues raised by Stakeholders	
<p>Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Genting Selama Estate’s environmental and social performance, legal and any known dispute issues.</p> <p>Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. These have been incorporated into the assessment findings.</p> <p>Structured worker interviews with male and female workers and staff were held in private at the workplace in the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix E.</p>	
IS #	Description
1	<p>Issues: Sundry shop owner – She has maintained good relationship with the management. However, she has reported an issue related to the workers’ loan payment of goods and foods. She mentioned that some of the workers who absconded did not settle the loan. These issues caused her loss in her business. Besides, she also informed that the rental of RM 106/ month was too burden for her.</p> <p>Management Responses: Manager will investigate and follow up these issues with the owner after the audit.</p> <p>Audit Team Findings: Further verification and follow up needed during next surveillance audit.</p>
2	<p>Issues: Hospital Assistant – He reported that no major incidents happened. VMO has visited to the clinic and all the clinical wastes were collected by VMO.</p> <p>Management Responses: The management will continue to give co-operation to the HA to conduct his duties.</p> <p>Audit Team Findings: VMO visit records and disposal of clinical wastes records were verified.</p>
3	<p>Issues: Union Representative – She explained that the management has complied with the Minimum Wage Order 2016. There is no any issue on late payment of wages.</p> <p>Management Responses: The management will continue to comply with the Minimum Wage Order 2016.</p> <p>Audit Team Findings: Document reviewed on the pay slip verified that the workers were achieved Minimum Wage Order 2016 for July 2016.</p>
4	<p>Issues: Women’s Committee Member – She informed that no any sexual harassment or violence issues reported. Meeting was conducted annually but on and off the chairman will asked and concerned the female workers if there is any issue.</p> <p>Management Responses: The management will monitor and ensure that no any sexual harassment cases happened.</p> <p>Audit Team Findings: Verification of meeting minutes and interviewed with other female workers noted that no case reported.</p>

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity		
NCR #	Description	Category (Major / Minor)
Minor 01	<p>Requirements: Indicator 6.5.3 Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, in accordance with Workers’ Minimum Standard of Housing and Amenities Act 1990 (Act 446) or above, where no such public facilities are available or accessible (not applicable to smallholders).</p> <p>Evidence of Nonconformity: Housing of adequate quality is provided, with workers generally housed with two persons per house. Houses have electricity, piped water, indoor washrooms, sewerage, waste collection service, etc. Medical facilities and services are provided. Social, cultural and recreational activities and places of worship are supported. Public health services provided in housing areas.</p> <p>However, Uncovered sickles seen during inspection by audit team at the linesite. Septic tank opening not properly covered. Easily broken asbestos used as cover and posted safety hazards. Food supply kept in the clinic refrigerator with all the drugs may cause contamination.</p> <p>Statement of Nonconformity: Although Growers and millers provided housing, water supplies, medical, educational and welfare amenities to national standards or above, in accordance with Workers’ Minimum Standard of Housing and Amenities Act 1990 (Act 446) or above, where no such public facilities are available or accessible (not applicable to smallholders) however some inadequacy were identified.</p> <p>Corrective Action: During site visit, sickle and septic tank was properly covered. No food was kept inside the refrigerator in the clinic during the verification visit.</p> <p>Status: This minor non-conformity was closed on 12/08/2016.</p>	Minor

Observation	
OBS #	Description
OBS 1	<p>Indicator 4.6.6 Nonconformance Storage of all pesticides was not according to recognized best practices. Some pesticide containers disposed were not properly rinsed of and not used for other purposes (see Criterion 5.3). Pesticides shall be stored in accordance to the Occupational Safety and Health Act 1994 (Act 514) and Regulations and Orders, Pesticides Act 1974 (Act 149) and Regulations.</p>

	<p>Objective Evidence: Pesticides are stored according to recognized best practices. The storage site is robust, concrete and lock and key. It is ventilated, well lit with good roofing. It has its hazard signs posted on the entrance. Spill kit using sand and sawdust as the absorbing material was also sighted. The emergency shower, eye wash and tap or water source is within easy reach in case of spillage at the premix area.</p> <p>Emergency response procedures were also posted on the notice board at the chemical store. There is a site for the workers to dry their washed PPE was also available After triple rinsing and punctured, empty containers were stored at its empty container store shed before disposal. Most of the 20 lits were found to be tripled rinsed and punctured. Records of disposal by supplier, G-Planter were also sighted.</p> <p>OBSERVATION 01 However one of the 4 lits empty chemical containers was found not to have been triple rinsed as residual of the chemical were still found in the container.</p> <p>Status: The observation was escalated to minor during this surveillance audit. Refer to criteria 5.3.3</p>
OBS 2	<p>Indicator 6.5.2 Nonconformance Although Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) were available in the languages understood by the workers or explained carefully to them by a management official, however some inadequacy were identified.</p> <p>Objective Evidence: Verification during the audit showed that the contract agreements have been written in the language understood by the workers. Further verification during the interview with the workers confirmed that the contract has been briefed to them during their signing day with the company. With regard to the contractor’s worker, interview with the worker showed that they are understood the term and conditions specified in the contract and that they have been briefed to them during the signing day by their peer.</p> <ul style="list-style-type: none"> • Workers are paid for overtime job, Public holiday entitlement even not working on that day. Rest day working paid x2. • Workers are paid according to the MAPA/NUPW agreement • Deduction mainly for electricity and water usage. • The payment is on time before 7th each month and according to the contract agreement. • Workers are getting monthly wages more than RM 900 • Advanced payment on 3rd week of every month. • Contract agreement clearly stated Levy to be borne by company • Air tickets for the workers after 2 years working will be bare by company. <p>However, Contract agreement for contractors workers: harvesters, which are using the old contract agreement, Exp: i) Contract agreement/<i>Perjanjian pekerjaan</i> between Suharta Junaidi (passport no:A 1439082) with contractor Chin Chu Poh signed 25/2/2015, under criteria 2.3 Tempoh percubaan : Enam(6) Bulan. Dengan purata gaji RM25 sehari @ RM 650</p>

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	<p>ii) Public holiday/<i>Hari cuti umum</i> (13 days) awarded. However, Public holiday paid/<i>Gaji cuti umum akan dibayar sebanyak RM 25 sehari</i> instead of following the rate as stated in MAPA/NUPW.</p> <p>Condition stated same as above for other workers: Mahrip and Muhammad Nasir. Between, verification by audit team showed that wages paid for the above mentioned workers are more than RM 900 for months of April, May and June 2015.</p> <p>Amendment or updates are required for contractor workers’ contract agreement on the elimination of probation period and readjustment for accurate wages pay for the public holiday.</p>
	<p>Status: The observation was escalated to major during this surveillance audit. Refer to criteria 6.5.2.</p>



3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
Minor 01 – 6.5.5	Minor	10/07/2015	Closed on 12/08/2016.
1365919M1 – 2.1.1	Major	12/08/2016	Closed on 09/09/2016.
1365919M2 – 4.7.2	Major	12/08/2016	Closed on 26/08/2016
1365919M3 – 6.5.2	Major	12/08/2016	Closed on 09/09/2016.
1365919N1 – 5.3.3	Minor	12/08/2016	The CAP was accepted, however the effectiveness of the corrective action will be verified during the next assessment.

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Assessment Conclusion and Recommendation:

Based on the findings during the assessment Genting Selama Estate complies with the RSPO P&C Malaysian National Interpretation (MY-NI 2014) and the RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the certification of **Genting Selama Estate** is approved and continued.

Acknowledgement of Assessment Findings	Report Prepared by
Name: Mr. Tan Cheng Huat	Name: Mr Mohd Hafiz Mat Hussain
Company name: Genting Plantations Berhad	Company name: BSI Services Malaysia Sdn Bhd
Title: Senior Vice President - Plantation	Title: Lead Auditor
Signature:  Date: 17/10/16.	Signature:  Date: 21/09/2016

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
Criterion 1.1:		
Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1	<p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p>	Complied
1.1.2	<p>Records of requests for information and responses shall be maintained.</p> <p>-Major compliance</p>	Complied
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.		

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Criterion / Indicator	Assessment Findings	Compliance
1.2.1 Publicly available documents shall include, but are not necessary limited to: <ul style="list-style-type: none"> • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). - Major compliance –	Copies of 24 land titles under Genting Selama were sighted during onsite visit. The original copy kept in the headquarters at Wisma Genting, Kuala Lumpur. Land titles were verified including payment of land tax dated 16 May 2016.	Complied
Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.		
1.3.1 There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations. -Minor compliance	Genting Plantations Berhad has established policy on ethical conduct and integrity which covers all operations in the plantation operation. Policy displayed on the notice board and communicated to employees. The policy signed by the President & Chief Operating Officer- Mr Yong Chee Kong on 22 June 2015. Interviewed with employees reveal that they are aware of the policy.	Complied
Principle 2: Compliance with applicable laws and regulations		
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.		

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Criterion / Indicator	Assessment Findings	Compliance
2.1.1 Evidence of compliance with relevant legal requirements shall be available. - Major compliance -	<p>Genting Selama estate had continued to comply with legal requirements as per indicator. Compliance to each applicable law and regulation is monitored by the estate and sustainability team. Following license and permits were checked and verified:</p> <ul style="list-style-type: none"> a. MPOB License (License No: 508756502000, 01 June 2016- 31 May 2017; 524812011000, 01 Dec 2015 – 30 Nov 2016) b. Diesel- K010792 from 24 Feb 2016- 23 Feb 2017 c. Calibration on weighbridge (no: 075250233; 19 June 2015- 19 June 2016) d. Air compressor (no: KD PMT5021; dated 19 Nov 2015- 18 Nov 2016) e. Air receiver (PMT- PK 50468) expiring on 17 Dec 2016 <p>However, the evidence of compliance with legal and other requirements for OSH (NADOOPOD) Regulation 2004, Section 32, sub (i) and Medical Surveillance Guideline, Oct 2001 was not available at the site. The evidence was as follow:</p> <ul style="list-style-type: none"> 1. JKPP 7 and JKPP 8 were not communicate to DOSH accordingly for those workers who were not fit due to suspected on an occupational poisoning: <ul style="list-style-type: none"> a) 641211-09-5039 b) H2184938 <p>Thus, a major NCR was raised due to this lapse.</p>	Major nonconformance
2.1.2 A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance -	<p>Documented system including legal requirements register (doc: SMP-GPB-22; revision 4th -10th August 2016) is available. The content of the register as below:</p> <ul style="list-style-type: none"> a) List of local legal requirements applicable to plantation operations in Malaysia b) List of international standards/requirements applicable to plantation operation in Malaysia <ul style="list-style-type: none"> i) Part 1: Environment ii) Part 2: Safety and Health iii) Part 3: Social iv) Part 4: Best Practices and other requirements v) Part 5: International Standards/Requirements 	Complied
2.1.3 A mechanism for ensuring compliance shall be implemented. - Minor compliance -	<p>A mechanism to ensure compliance to legal and other requirement has been documented in procedures on regional, national and international laws (SMP-GPB-21; dated 14th Aug 2014). The person in charge of the legal register in the estate will update the Legal Register by notice from the RSPO P2 Monitoring Committee.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
2.1.4 A system for tracking any changes in the law shall be implemented. - Minor compliance -	Genting Plantations Berhad has established a documented procedures on regional, national and international laws (SMP-GPB-21; dated 14th Aug 2014) for tracking any changes in the law. For the changes of laws, the company will refer to as below: a) Notification of changes from various source of information b) Monitoring for changes in the Law c) Clarification and review on the changes d) Updating of the Legal register administered internally e) Notification to the operating units and/or the relevant person in charge Currently, the person/team responsible for monitoring the changes and communicating it to the estate is Pn. Poongulali (appointed on 2 nd Jan 2016).	Complied
Criterion 2.2: The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.		
2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -	Copies of 24 land titles under Genting Selama were sighted during onsite visit. The original copy kept in the headquarters at Wisma Genting, Kuala Lumpur. Land titles were verified including payment of land tax dated 16 May 2016. Out of 24 land titles, 21 land titles/purpose stated for rubber plantation, 2 for orchard and 1 for coconut plantation. It is now used for the cultivation of oil palm since 1998. Interviewed with the sustainability manager and confirmed that the HQ is dealing with land office for changing the land purpose to oil palm plantation. Latest chronology and communication records are available as the status as below: a) Engaging local lawyer b) Change the names from Asiatic to Genting Plantations Berhad c) Amend the expressed condition once the change of name has been effected. It will be verified during next surveillance.	Complied
2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance -	During the field visit it was noted that legal boundaries are clearly demarcated and visibly maintained throughout the estate. i.e. Genting Selama estate, Chong Meng Division at 15NP & 16NP; Block 08.	Complied
2.2.3 Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC). - Minor compliance -	There is no land dispute in the GSLE at the time of audit. The land belongs to Genting and land ownership documents verified.	Complied

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Criterion / Indicator	Assessment Findings	Compliance
2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. -Major compliance	Complied
2.2.5	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). -Minor compliance	Complied
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations. -Major compliance	Complied
Criterion 2.3: Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.		
2.3.1	Maps of an appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).. - Major compliance -	Complied

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Criterion / Indicator	Assessment Findings	Compliance
2.3.2	Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include: a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making; b) Evidence that the company has respected communities’ decisions to give or withhold their consent to the operation at the time that this decision was taken; c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company’s title, concession or lease on the land. - Minor compliance -	The estate lands are legally owned by the company and no other users were identified within the land area. Complied
2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. -Minor compliance	There is no land dispute in the operating units at the time of audit. The land belongs to Genting Plantations Berhad and land ownership documents verified. Complied
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. -Major compliance	There is no land dispute in the operating units at the time of audit. The land belongs to Genting Plantations Berhad and land ownership documents verified. Complied
Principle 3: Commitment to long-term economic and financial viability		
Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.		
3.1.1	A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	Business management plan was established and had been verified by the assessor. Complied

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Criterion / Indicator		Assessment Findings	Compliance	
3.1.2	An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance -	Replanting programme for GSLE was established. Sighted the records as below:	Complied	
		Year		Hactarage (Ha)
		2016		104.40
		2017		50.80
		2018		35.95
		2019		62.31
		2020	131.12	
Principle 4: Use of appropriate best practices by growers and millers				
Criterion 4.1:				
Operating procedures are appropriately documented, consistently implemented and monitored.				
4.1.1	Standard Operating Procedures (SOPs) for estates and mills are documented - Major compliance -	GSLE has established and implemented the Oil Palm Manual (latest update on 30/8/13). The manual covering the activity for replanting, oil palm nursery practices, planting techniques, soil conservation and terracing, pest and diseases, weed management, manuring of oil palm, immaturity, harvesting, crop forecasting and managing difficult soils. All of the activities have been described comprehensively in the Standard operating procedure (SOP) and pictorial SOP. The Manual for Occupational Health and Safety (OM-GPB-01 dated 1/1/2010) has been established and implemented. Sighted the procedure for Accident investigation, PPE, Safety and health programme, Hazard signage were available during the assessment.	Complied	
4.1.2	A mechanism to check consistent implementation of procedures shall be in place. - Minor compliance -	The mechanism to check consistent implementation for all the activities carried out in the estate was through workplace inspection and for the HCV issues through HCV areas monitoring checklist.	Complied	
4.1.3	Records of monitoring and any actions taken shall be maintained and available, as appropriate. - Minor compliance -	HCV monitoring checklist last was conducted on 3/6/2016 while for workplace inspection was conducted on quarterly basis which latest was conducted on 12/6/16. The records of monitoring were maintained and available at estate office during the assessment.	Complied	
4.1.4	The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	Not applicable	Not applicable	
Criterion 4.2:				
Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.				

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.2.1</p> <p>There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible.</p> <p>- Minor compliance -</p>	<p>GSLE practices good agricultural practices as contained in their SOPs. They are followed to manage the soil fertility to levels ensuring optimal and sustainable yields.</p> <p>One of the SOP procedures, OPM 7: Manuring of Oil Palm is referred for managing soil fertility. It includes sections on :</p> <ul style="list-style-type: none"> a) Introduction b) Nursery manuring c) Field Manuring d) Application of Fertilizer e) Fertilizer delivery and Stock Reports for estates f) Fertilizer sampling for analysis g) Manuring Schedule h) Method of application for younger and mature palms <p>The agronomist from GPRC will visit the estate and conduct the sampling on annual basis. They will provide a fertilizer recommendation based on the foliar and soil sampling analysis .</p> <p>The latest analysis for Soil Analysis Test Report was received on 19/9/2014 which has approved by Senior Assistant Manager-Laboratory (L/1903/6294/12).</p>	<p>Complied</p>
<p>4.2.2</p> <p>Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>The 2016 fertilizer programme was established and available during the assessment. The records are also kept in File 'Fertilizer Record Book ' and 'Manuring Costing book ' and the following record was sighted;</p> <ul style="list-style-type: none"> a) Date: 21/6/16 b) Field : OP15-SLH c) Ha: 36.66 d) Estate : GSLE e) Fertilizer : MOP f) Quantity : 33 x 50kg g) Quantity per palm : 0.3 j) Application : Circle k) Mode : Manual <p>As per 4.2.1, GSLE is on time on application as per recommendation schedule.</p>	<p>Complied</p>
<p>4.2.3</p> <p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance -</p>	<p>Foliar tissue is sampled for analysis annually and the last result was received on 19/9/2015.</p> <p>Soil analysis report No: SR15/2014 was sighted. The soil sampling will be done every 6 years to monitor changes in nutrient status. Samples of soil were analyzed for pH, Org C, N, P, K, Ca,Mg, Na, CEC and mechanical analysis.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.2.4</p> <p>A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>In the SOP Manual, OPM 7: Manuring of Oil Palm, the nutrient strategy includes the use of Empty Fruit Bunches (EFB) distributed in the field to improve the soil structure as well as to improve the organic matter.</p> <p>In Section 3.1.1 EFB Mulching , it documents the application on immature palm :</p> <p>a) Rate and frequency of application b) Method of application c) Cost of large scale application d) Manuring for EFB Mulched Immature Palm</p> <p>In Section 3.2.1 EFB Mulching , it documents the application on mature palm :</p> <p>a) Method of application b) Manuring of EFB Mulched Palms</p> <p>Records of distribution / received (receipts) are recorded in the EFB logbook.</p> <p>The last EFB was received on 30/5/16, 7.57mt for OP06, Selama Division.</p>	<p>Complied</p>
<p>Criterion 4.3: Practices minimise and control erosion and degradation of soils.</p>		
<p>4.3.1</p> <p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>Soil Maps of 1:25,000 was sighted in the Soil Management file</p> <p>Soil series in GSLE are:</p> <ol style="list-style-type: none"> 1) Telemong-Akob (local alluvium) 2) Serdang – Bungor –Munchong 3) Munchong-Serdang 4) Rengam-Bukit Temiang 5) Hollyrood Lunas <p>No fragile soils or peat was identified or found.</p>	<p>Complied</p>
<p>4.3.2</p> <p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance -</p>	<p>The estate will refer to the following procedures for guidance</p> <ol style="list-style-type: none"> a) OPM 4 : Soil conservation and terracing(rev 2013) b) Steep land Management SMP –GPB-10 <p>The estate also has a file known as File 32: Soil Management where the following are identified for reference :</p> <ol style="list-style-type: none"> a) Soil Map b) Slope class and topography map c) Soil Management plan d) High Erosion Risk area maps <p>Similar soil maps and slope maps were sighted the divisional estates, Choong Meng, Selding and Halifax.</p> <p>Steep areas are only found in Choong Meng Division, Block OP08.</p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
4.3.3	A road maintenance programme shall be in place. - Minor compliance -	The road maintenance programme is found in the 'Road Maintenance programme' file. The monthly road maintenance programme was sighted. The latest road maintenance was completed at field OP08, OP06 and OP93 which completed on June 2016. This programme was reviewed and approved by Estate Manager.	Complied
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Minor compliance -	Based on the soil map, no peat found in GSLE and its divisions	Complied
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance -	Based on the soil map, no peat found in GSLE and its divisions	Complied
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance -	No fragile or problematic areas identified in GSLE and its divisional estates.	Complied
Criterion 4.4:			
Practices maintain the quality and availability of surface and ground water.			
4.4.1	An implemented water management plan shall be in place. - Minor compliance -	The water management plan was established and reviewed on 30 th Jun 2016. It identifies the areas of concern , the action plan and monitoring as well as the PIC and Status for each area identified such as flood area/water logging area, water quality, water pollution, government water and etc.	Complied
4.4.2	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated. - Major compliance -	The estate will refer to the SMP procedure: Riparian Bufferzone Management SMP-GPB-14 as guideline to protect the water courses in the estate. During site visit to Block 97, red marking at the riparian/buffer zone were sighted and confirmed that no spraying or manuring activity was sighted to control the weeds along the water course. Monitoring of river quality for OP88 (Selding Div) and OP 07 (Halifax div) conducted on 23 March 2016 by Union Laboratories Sdn Bhd.	Complied
4.4.3	Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6). - Minor compliance -	Not applicable	Not applicable

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Criterion / Indicator		Assessment Findings	Compliance									
4.4.4	Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance -	Not applicable	Not applicable									
Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.												
4.5.1	Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -	Documented IPM is found in the Oil Palm Manual under 'Pest and disease (revision June 2013) OPM 5. It identified the pest such as : a) bagworms b) nettle caterpillars c) Grasshopper d) Rhinoceros beetles e) Bunch moth f) Vertebrates such as rats g) Pest & Diseases in nursery h) Ganoderma The estates also monitors the following for IPM : a) Rat damage census b) Barn Owl boxes and occupancy census (adults, chicks) c) Beneficial plant planting	Complied									
4.5.2	Training of those involved in IPM implementation shall be demonstrated. - Minor compliance -	The training for IPM was conducted on 28/7/16 by GPRC (WM). The training was covered the rat damage and bagworms. The training was attended by Sr. Assistant Manager, Assistant Manager, Field Staff, Mandore and field workers. The training records were available at GLSE.	Complied									
Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment												
4.6.1	Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. - Major compliance -	The SOP and the Justification of Pesticide used is sighted in the SMP-GPB-28. (9/7/12015) It records the : a) Crop stage b) Application Type c) Pesticide Names d) Active Ingredient e) Class (by Pesticide Malaysia) f) WHO class g) Target Weed/Pest h) Justification of Use	Complied									
4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. - Major compliance -	The records of pesticides used were available at GSLE. Sighted record which was update on 21/7/16. <table border="1" data-bbox="655 1711 1182 1850"> <thead> <tr> <th>Pesticide usage</th> <th>2015</th> <th>2016</th> </tr> </thead> <tbody> <tr> <td>Kg/Ha</td> <td>3.489</td> <td>3.390</td> </tr> <tr> <td>a.i/Ha</td> <td>1.229</td> <td>1.262</td> </tr> </tbody> </table>	Pesticide usage	2015	2016	Kg/Ha	3.489	3.390	a.i/Ha	1.229	1.262	Complied
Pesticide usage	2015	2016										
Kg/Ha	3.489	3.390										
a.i/Ha	1.229	1.262										

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Criterion / Indicator	Assessment Findings	Compliance	
4.6.3	<p>Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines.</p> <p>- Major compliance -</p>	<p>Use of pesticide is minimized as part of the IPM programme. To reduce chemical use the following is implemented in GSLE:</p> <p>a) Planting of beneficial plant b) Barn Owls</p> <p>Documented IPM is found in the Oil Palm Manual under 'Pest and disease' (revision June 2013) OPM 5 .It identified the pest such as :</p> <p>a) bagworms b) nettle caterpillars c) Grasshopper d) Rhinoceros beetles e) Bunch moth f) Vertebrates such as rats g) Pest & Diseases in nursery h) Ganoderma</p> <p>Sighted the pesticides usage monitoring record was reduce in 2016 compared to 2015.</p>	Complied
4.6.4	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>There was no stock of Class 1 chemical at the chemical store. This was verified during site visit at chemical store.</p>	Complied
4.6.5	<p>Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>- Major compliance -</p>	<p>The training for pesticides operators was conducted and 29/6/2016 by the management of GSLE. Sighted the training attendance list, the sprayer at GLSE main Division was involved on this training.</p>	Complied
4.6.6	<p>Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3).</p> <p>- Major compliance -</p>	<p>During the site visit at the chemical store, there is no stock of Class 1 chemical. However, for the chemical used at the estate especially for the spraying of grass/woodies, the management stored in accordance to the Occupational Safety and Health Act 1994 (Act 514) and Regulations and Orders, Pesticides Act 1974 (Act 149) and Regulations.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.6.7	Application of pesticides shall be by proven methods that minimise risk and impacts. - Minor compliance -	GSLE has tried various method of application that are proven methods that minimize risk and impacts. They have initiated mechanized assisted spraying to improve efficiency. Some of the spray method used are : a) Turbo CDA using PB16 (16Ltr/Pump) b) Mechanical Assisted spraying - Mono-spray (Mechanized) 1000 lit /tank c) Normal knapsack spray (16 lit / pump)	Complied
4.6.8	Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -	No aerial spraying was carried out at GSLE	Complied
4.6.9	Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated, including provision of appropriate information materials (see Criterion 4.8). - Minor compliance -	Not applicable	Not applicable
4.6.10	Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3). - Minor compliance -	Proper waste disposal according to procedures were sighted. Annually training is conducted to raise awareness of proper waste disposal to workers as well as to the estate personnel. Wastes are identified e.g domestic waste, scheduled waste, recyclable waste and empty chemical containers. GSLE has designated areas to store litter and waste, which do not create a safety or health hazard. Cross refer to Criterion 5.3	Complied
4.6.11	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated. - Major compliance -	The medical surveillance was conducted on 24 th October 2015 by Klinik Dr. Abd. Aziz Dan Rakan-rakan (HQ/08/DOC/00/197). 11 workers were sent for medical surveillance and 2 out of 11 were recommended for medical removal protection by the OHD. The USECHH 5i form was prepared however the JKPP 7 was not sent to DOSH accordingly. These 2 workers were transferred to other jobs; circle raking and upkeep compound. The check roll for the month of August 2016 was verified.	Complied
4.6.12	No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -	No pregnant or breast-feeding woman was involved.	Complied
Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:			

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Criterion / Indicator	Assessment Findings	Compliance
4.7.1 A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored. - Major compliance -	Occupational, Safety and Health Policy had been established and implemented. The policy was signed by President and Chief Operating Officer of Genting Plantation on 1 st July 2015. Health and safety plan was prepared. This plan has included the harvesting, manuring, PPE, SDS, P&D, Workshop, Drivers and Accident. This OHS plan was prepared by OSH coordinator and verified by Estate Manager.	Complied
4.7.2 All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers. - Major compliance -	The hazard identification, risk assessment and determining control for Genting Selama Estate was established. This was prepared by Assistant Manager, reviewed by Sr Assistant Manager and approved by Estate Manager. The latest review was done on 3/3/2016. However the HIRADC was not captured and updated on the occupational poisoning occurred in GSLE. Thus, Major NCR was raised due to this lapse.	Major nonconformance
4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning. - Minor compliance -	The training was provided to all workers. 1. Tractor driver on 20/4/16 by OSH coordinator 2. First aid training on 19/4/16 by HA GSLE 3. Spraying Training on 18/4/16 by OSH Coordinator 4. Manuring training on 18/4/16 by OSH coordinator 5. Harvesting training on 21/3/16 by OSH coordinator During the site review at OP07 (harvesting activities) and OP02 (spraying activity), all the PPE were used by the workers.	Complied
4.7.4 The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded. - Major compliance -	The estate manager was the chairman of the OSHC while the assistant manager was assigned to be a secretary for SHC. The SHC was conducted on quarterly basis and the latest was conducted 14/6/2016.	Complied
4.7.5 Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed. - Minor compliance -	At GSLE, safety in operation and training are done regularly during training as well as the morning briefing. Accident and emergency procedures are in Bahasa Malaysia and this is understood by the responsible workers, staff or executives involved in the operation. These ERP are sighted at a) Chemical and fertiliser store b) Workshop c) Diesel skid tanks d) Line site e) Office GSLE has also set up a ERT (Emergency Response Team) headed by Estate Manager. First aid kits are sighted at the work area such as Workshop, Store area, Harvesting area and spraying area.	Complied

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Criterion / Indicator		Assessment Findings	Compliance								
4.7.6	All workers shall be provided with medical care, and covered by accident insurance. - Minor compliance -	Foreign workers are covered under the FWCS accident insurance scheme. Their insurance was checked and was found to be valid. Observed examples of insurance policy as follows: <u>LONPAC INSURANCE BHD</u> 1. A1284853 (W/16/WF01/031342/KUL-001-76) 2. AE0800457 (W/16/WF01/031342/KUL-001-76) <u>SOCSO</u> 1. I/C no: 560210086283 2. I/C no: 470406085187	Complied								
4.7.7	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics - Minor compliance -	Accident records are found to be updated on a monthly basis (using JKPP 6 form) for GSLE. This is filed in the JKPP 6, 7, 8 file. The annual JKPP 8 used for reporting the accident records at a yearly basis was sighted and sent to DOSH on 18/1/16. Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics are available.	Complied								
		<table border="1"> <thead> <tr> <th>Year</th> <th>LTA</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>4</td> </tr> <tr> <td>2014</td> <td>2</td> </tr> <tr> <td>2015</td> <td>2</td> </tr> </tbody> </table>	Year	LTA	2013	4	2014	2	2015	2	
Year	LTA										
2013	4										
2014	2										
2015	2										
Criterion 4.8:											
All staff, workers, smallholders and contract workers are appropriately trained.											
4.8.1	A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme. - Major compliance -	The training was provided to all workers. 1. Tractor driver on 20/4/16 by OSH coordinator 2. First aid training on 19/4/16 by HA GSLE 3. Spraying Training on 18/4/16 by OSH Coordinator 4. Manuring training on 18/4/16 by OSH coordinator 5. Harvesting training on 21/3/16 by OSH coordinator	Complied								
4.8.2	Records of training for each employee shall be maintained. - Minor compliance -	The records were maintained at the office and were verified by the assessor during the assessment.	Complied								
Principle 5: Environmental responsibility and conservation of natural resources and biodiversity											
Criterion 5.1:											
Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.											
5.1.1	An environmental impact assessment (EIA) shall be documented. - Major compliance -	Genting Selama Estate documented the environment aspect impact assessment dated 10 th March 2016. The assessment covered: a) Section/location, b) Activities/products services, c) Environmental aspect, d) Applicable legal and requirements e) Environmental impact f) Mitigation plan- control measures	Complied								

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Criterion / Indicator	Assessment Findings	Compliance
5.1.2	<p>Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance -</p> <p>Environmental Improvement & Management Plan reviewed and updated on 13th March 2016. Identification for various activities- protection of HCV areas, soil erosion, water pollution, noise pollution, soil pollution, air pollution, water usage and etc.</p> <p>The monitoring & action plan are ongoing and the person in charge are Estate Manager and Assistant Manager.</p>	Complied
5.1.3	<p>This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. - Minor compliance -</p> <p>Based on Environmental Improvement & Management Plan reviewed and updated on 13th March 2016. Estate environmental monitoring records available/sighted: a) Monitoring of river quality (conducted on 23 March 2016 by Union Laboratories Sdn Bhd)</p> <p>Within Genting Selama Estate, other monitoring programs mainly focus on site inspection at steep area as well as usage record.</p>	Complied
<p>Criterion 5.2: The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>		
5.2.1	<p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). - Major compliance -</p> <p>Based on the HCV assessment conducted back in February-March 2010 by Dr Yap Son Kheong, following assessment findings in GSLE: a) Swampy area that has become water catchment - HCV 4.1 b) Steep sites and rocky outcrops and riparian buffer belts- HCV 4.2 c) Temples and burial grounds – HCV 6</p> <p>Inventory of the sites using HCVF Toolkit for Malaysia within the Genting Plantations estates in the Northern region of Peninsular Malaysia to determine the presence of sites with high conservation attributes.</p> <p>For Selama estate all four divisions are surrounded by other agricultural land use. The HCV attributes are confined to areas used for erosion control and slope stabilization and those of importance to local communities.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
5.2.2 Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan. - Major compliance -	Based on the HCV assessment conducted back in February-March 2010 by Dr Yap Son Kheong, following assessment findings in GSLE: a) Swampy area that has become water catchment - HCV 4.1 b) Steep sites and rocky outcrops and riparian buffer belts- HCV 4.2 c) Temples and burial grounds – HCV 6 No RTE species has been identified within the estate. Action plans, monitoring and continuous improvement programme were established. All these activities were documented in Management and Monitoring Plan for HCV areas within Genting Selama Estate which reviewed on 13 th March 2016.	Complied
5.2.3 There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species. - Minor compliance -	Signages are maintained at the entrance to the estates prohibiting illegal hunting, fishing and the use of fire. Posters are displayed on the notice boards within the estate. The HCV introduction issues being discussed in stakeholder meeting held in 29 th July 2016.	Complied
5.2.4 Where a management plan has been created there shall be ongoing monitoring: • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. - Minor compliance -	Action plans, monitoring and continuous improvement programme were established. All these activities were documented in Management and Monitoring Plan for HCV areas within Genting Selama Estate which reviewed on 13 th March 2016. The updated reports available indicated that there have been no sightings of any RTE species at the estate.	Complied
5.2.5 Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights. - Minor compliance -	It is verified that there has been no instance of HCV set-aside that conflicts with the rights of local communities at the estates visited. Thus negotiated agreement of such nature is not applicable.	Complied
Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.		
5.3.1 All waste products and sources of pollution shall be identified and documented. - Major compliance -	Various aspects have been identified such as domestic waste, schedule waste & recyclable waste in the Waste Management Plans reviewed on 16 th March 2016. Records on the usage and disposal were well recorded and documented. Appropriate secondary containment for the diesel skid tanks, chemical and scheduled waste storage areas was verified to be maintained.	Complied

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Criterion / Indicator	Assessment Findings	Compliance
5.3.2 All chemicals and their containers shall be disposed of responsibly. - Major compliance -	For estates, the empty pesticides container were collected in scheduled waste store after being triple rinsing and punctured at the bottom of the container. Latest disposal record by G-planter dated 26 April 2016 sighted during onsite audit. For schedule waste, latest disposal record (consignment note: 2016081111X62V80) dated 11 Aug 2016 sighted during onsite audit. Stores for scheduled waste was inspected at audited sites in estate and disposal was done by scheduled waste disposal company authorized (Tex Cycle (P2) Sdn Bhd) and licensed by Department of Environment. Records on the usage and disposal were well recorded and documented. Appropriate secondary containment for the diesel skid tanks, chemical and scheduled waste storage areas was verified to be maintained.	Complied
5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented. - Minor compliance -	For estates, the empty pesticides container were collected in scheduled waste store after being triple rinsing and punctured at the bottom of the container. However, the empty containers/recyclable waste were still observed in dumpsite at block 98 and 95 as well as the recycle waste bin near the workshop. Thus, the observation raised during previous audit was escalated to minor during this surveillance audit.	Minor nonconformance
Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.		
5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. - Minor compliance -	At the estate, diesel consumption per metric ton FFB was also monitored on a monthly basis. It was verified that energy usage are being monitored at the operating units for better control and comparison of trends. Up to date in July 2016, the diesel consumption per mt FFB is 0.92 lit/mt FFB.	Complied
Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.		
5.5.1 There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance -	No open burning noted during the field visit and facility visit.	Complied
5.5.2 Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance -	No use of fire for land preparation during replanting.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
5.6.1	An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	Not applicable. Genting Selama estate is only the estate without mill. No gaseous emissions; particulate/soot emissions and effluent are assessed except diesel usage.	Not applicable
5.6.2	Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance	For the estate, insignificant GHG emissions identified including COx, SOx and NOx from various sources including fossil fuel, chemical and fertilizer consumptions.	Complied
5.6.3	A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools. - Minor compliance -	Monitoring of the GHG quantity was done through its custom GHG calculator where annual quantification of all GHG sources was input into the calculator. Final Report for Palm GHG Calculator and email dated 1 August 2016 submitted to RSPO were sighted.	Complied
Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers.			
Criterion 6.1: Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	SIA and Human Rights Impact Assessment has been conducted on 8-10/4/2015 by Sustainability Department Head Office. The assessment was carried out through interviewed with the stakeholders such as local workers, foreign workers, contractors, villagers, government officers and etc. Attendance list and photos were sighted for the consultation. Summary of the SIA findings on the key areas as below: <ul style="list-style-type: none"> a) Economic livelihood/ Quality of Life b) Few land dispute cases have been identified during the survey. The issues have been solved on last audit. c) Environment <ul style="list-style-type: none"> - Dust from main road caused by FFB lorries d) Health and Wellbeing <ul style="list-style-type: none"> - Foreign workers were screened for health issue before recruitment. Annual medical surveillance was conducted. e) Community, Facilities and Individual <ul style="list-style-type: none"> - No issue for local and foreign workers. 	Complied

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Criterion / Indicator		Assessment Findings	Compliance
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties. - Major compliance -	The assessment was conducted with participation of stakeholders through stakeholder meeting and interview. Below are some issues raised by the stakeholders during the assessment was conducted: a) Contractor – HA only visit to the division on Monday. Other than that, the contractor has to send the workers to main division for consultation. Current Status – Ha has been given a schedule to visit all the divisions. b) Contractor – Copy of contract agreements were not given to workers. Current Status – The management has given a copy of contract agreement to the workers.	Complied
6.1.3	Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -	The management has implemented an action plan for social assessment. The plan has included issues and mitigating action with time frame and person to be responsible. The plan mainly focuses on internal issues such as linesite inspection, safety on the road and etc. Sampled suggestions/ comments sighted as below: a) There is a request for management to organize annual society activity such as family day, sports day and etc to create more balanced work-life condition. Action plan: Management to conduct social activities based on budget approved by higher management. Status AP will continue to patrol and give attention during festive season. Linesite census will be done every 6 months to ensure number of linesite resident is updated. Completion Date: December 2016	Complied
6.1.4	The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. - Minor compliance -	The plan was reviewed on yearly basis where the last reviewed was done on July 2016. The review was carried out with the participation of affected stakeholders.	Complied
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	Not applicable as the operating unit does not involve scheme smallholders.	Not applicable
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.			

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Criterion / Indicator		Assessment Findings	Compliance
6.2.1	Consultation and communication procedures shall be documented. - Major compliance -	GPB has established Consultation and Communication procedure with doc. No. SMP-GPB-17 dated 11/10/2013. The objective for the procedure is for the effective internal and external communication of sustainability requirements and responding to communications from interested parties. The guidance and medium to handle internal stakeholder (workers and staffs) is through muster, OSH meetings, induction training for new workers and etc. For external stakeholders, the management will conduct meeting at least half yearly to discuss any issues with the stakeholders.	Complied
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	Assistant manager has been appointed by manager to be Sustainability Coordinator for ISCC, RSP0 and MSPO related matters at GSLE. The appointment letter was issued on 2/1/2016.	Complied
6.2.3	A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained. - Minor compliance -	<p>The external and internal stakeholder’s lists were sighted and updated on 2/8/2016. The list has included government bodies, contractors and suppliers, workers’ representatives, smallholder and villagers. The stakeholders reported if any issues to the complaints/ grievances record book. The action taken has been recorded and acknowledged by the complainant after the issue has been solved.</p> <p>Stakeholder’s meeting for external has been conducted on 1/8/2016. The meeting minutes were sighted and the issues raised by the stakeholders have been reported. The management has taken action to solve the issues. Invitation letters to the stakeholders dated 15/7/2016 were sighted. The management has also conducted awareness training on RPSO to the stakeholders on 29/7/2016. Attendance list was sighted.</p> <p>Stakeholder’s meeting with internal stakeholders was conducted on 28/3/2016. Issues raised by the stakeholders as below:</p> <p>a) Contractor – Requested the management to repair estate main road in order to smooth the operation. Action taken – The management informed that this is an on-going process and need approval from top management. Document reviewed on the budget, top management has approved a budget of RM 15,000 to upgrade and maintenance of roads.</p>	Complied
<p>Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>			

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Criterion / Indicator		Assessment Findings	Compliance
6.3.1	The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -	GPB has implemented Complaints and Grievances procedure with doc. No. SMP-GPB-19 dated 5/9/2014. The objective of this procedure is to provide guidance on handling complaints and grievances related to internal & external stakeholders, land issue and etc. Any complaints and grievances will be recorded in the Complaints/ Grievances Record Book. The record book has been verified by auditor and no pending issues sighted. The completed issues have been acknowledged by the complainants.	Complied
6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance –	Complaints/ Grievances Record Book was maintained and documented all the issues raised by stakeholders. Mostly all the issues were raised by the internal workers regarding housing issues such as roof leakage, door broken and etc. All the work done have been verified with the quotation and payment records. The complainant will acknowledged once the work has completed.	Complied
Criterion 6.4: Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance -	GPB has established Negotiation, Compensation and Handling procedure with doc. No. SMP-GPB-18 dated 5/9/2014. The procedure is to guide the management to handle the issues related to land/boundary dispute, squatter issue and social issue. The procedure consists of flowchart on how to handle if any cases related to dispute reported.	Complied
6.4.2	A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land. - Minor compliance -	Refer to the above criteria 6.4.1.	Complied
6.4.3	The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available. - Major compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders to date.	Complied
Criterion 6.5: Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.			

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.1 Documentation of pay and conditions shall be available. - Major compliance -</p>	<p>GSLE has recruited local, direct employment employees and contract's employees. The payslip consists of the piece rate, public holiday pay rate, SGP for general workers, water incentive payment, deduction (advance, NUPW, EPF and etc), leave taken, absenteeism and etc. Sampled contractor's workers as below: a) Passport No.: A 7640447 - May 2016: RM 1188.00 - June 2016: RM 1394.80 - July 2016: RM 1413.50 b) Passport No.: 05451488 - May 2016: RM 1432.44 - June 2016: RM 1325.65 - July 2016: RM 1079.69 Direct employment workers as below: c) Employee ID: 02417 - May 2016: RM 981.00 - June 2016: RM 943.50 - July 2016: RM 1055.47 d) Employee ID: 03550 - May 2016: RM 1226.48 - June 2016: RM 1110.15 - July 2016: RM 1168.30 All the sampled workers were achieved the minimum wage of RM 900 for May and June and RM 1000 for July accordance to Minimum Wage Order 2016.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.2</p> <p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>- Major compliance -</p>	<p>GSLE has recruited different nationality workers and local workers. The contract has specified the terms and conditions such as annual leave, work on rest day and public holiday, probation period, medical leave, retention of passport by employer and etc. Sampled direct employment worker’s contracts as below:</p> <ul style="list-style-type: none"> a) Employee ID: 03550 (Pakistan) signed on 15/10/2015 b) Employee ID: 03537 (Indian) signed on 27/8/2015 c) Employee ID: 03526 (Indonesian) signed on 22/12/2010 d) Employee ID: 03533 (Bangladeshi) signed on 10/8/2015 <p>There were contracts where the average salary was RM 25/day @ RM 650 and rate for work on public holiday is RM 25/day. Example:</p> <ul style="list-style-type: none"> a) Passport No.: AP 269359 signed on 1/1/2015 b) Passport No.: BP 9827371 signed on 25/2/2015 <p>The content of workers’ contract between direct employment and contractor’s workers were not standardized. The main difference was the annual leave where application of annual leave only valid after continuous service of 12 months for contractor’s workers. Sampled contracts were verified as below:</p> <ul style="list-style-type: none"> a) Passport No.: AT 007477 (Indonesian) b) Passport No.: A 7640447 (Indonesian) c) Passport No.: 3930553 (Nepalese) <p>Besides, the contract for worker (Passport No.: AT 007477) was in old version where the public holiday entitlement was only 11 days instead of 13 days.</p> <p>In additional, the validity of contract for workers are different where some was 2 years and some was 3 years. Sampled workers were verified as below:</p> <ul style="list-style-type: none"> a) Passport No: BP 9827372 (3 years) b) Passport No.: 3930553 (3 years) c) Passport No.: BP 9827371 (3 years) d) Passport No.: M 6323372 (2 years) e) Passport No.: AT 007477 (2 years) <p>Thus, the observation raised during previous audit was escalated to major during this surveillance audit.</p>	<p>Major noncompliance</p>

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Criterion / Indicator	Assessment Findings	Compliance
6.5.3 Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. - Minor compliance –	Housing of adequate quality is provided, with workers generally housed with two persons per house. Houses have electricity, piped water, indoor washrooms, sewerage, waste collection service, etc. Medical facilities and services are provided. Social, cultural and recreational activities and places of worship are supported. Public health services provided in housing areas.	Complied
6.5.4 Growers and millers shall make demonstrable efforts to monitor and improve workers’ access to adequate, sufficient and affordable food. - Minor compliance –	The management has displayed the goods and foods price list on notice board in front of the office. During site visit to the sundry shop verified that price was pasted on the goods.	Complied
Criterion 6.6: The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.		
6.6.1 A published statement in local languages recognising freedom of association shall be available. - Major compliance -	GPB has established a Social Policy dated 22/6/2015 and People Policy dated 3/8/2009 signed by President and Chief Operating Officer. The policies mentioned that the workers have the right and freedom to join any association.	Complied
6.6.2 Minutes of meetings with main trade unions or workers representatives shall be documented. - Minor compliance -	GSLE has established a Workers’ Committee to discuss issues related to workers. The committee consisted of local workers, different nationalities workers’ representatives, contractor’s workers and etc. The last meeting was conducted 13/4/2016. Meeting minutes and attendance list was sighted.	Complied
Criterion 6.7: Children are not employed or exploited.		
6.7.1 There shall be documentary evidence that minimum age requirements are met. - Major compliance -	GPB has established a Social Policy dated 22/6/2015 and People Policy dated 3/8/2009 signed by President and Chief Operating Officer. The company committed that they do not employ under aged children to work in the operating units. Document reviewed of the personal file and active workers’ list, it was noted that the youngest workers in the estate is 19 years old.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
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.			
6.8.1	A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance -	GPB has established a Social Policy dated 22/6/2015 and People Policy dated 3/8/2009 signed by President and Chief Operating Officer. The company prohibited any discrimination against race, caste, national original, religion, disability, gender, sexual orientation and etc. The policies were displayed at the notice board in the office.	Complied
6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance -	Migrant workers are recruited with 2 years contract. Local workers are on a long term employment. No any kind of discrimination was noted. Job opportunities and amenities such as free housing, water and electricity supplies, medical care are given to all employees without discrimination. All employees are aware of the grievance procedures through the various Committees such as Women's Committee for women, foreign workers representation and union committee to highlight their concerns and grievances if any.	Complied
6.8.3	It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. - Minor compliance -	The Social Policy has mentioned that they will not discriminate in terms of recruitment, promotion and hiring. Through interviewed with workers and document reviewed, it was found that no discrimination happened. They were allowed to work overtime if necessary without prejudice.	Complied
Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	Policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. - Major compliance -	GPB has established a Sexual Harassment Policy dated 3/8/2009. A Women's Committee has been established which led by Chief Clerk. The committee has conducted meeting quarterly to discuss issue among female workers.	Complied
6.9.2	A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce. - Major compliance -	GPB has established a Social Policy dated 22/6/2015 and People Policy dated 3/8/2009 signed by President and Chief Operating Officer. The policy consists a statement to protect the reproductive rights of all.	Complied
6.9.3	A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce. - Minor compliance -	GPB has implemented a procedure on Prevention and Eradication of Sexual Harassment at the Workplace with doc. No. SMP-GPB-20 dated 11/10/2013. The procedure has generated a flowchart to resolve any cases. A form of grievance/complaint for sexual harassment was implemented. A Women's Committee was also established to monitor any sexual harassment and violence cases and to protect the women's right. The last meeting was conducted on 27/7/2016. Attendance list and meeting minutes was sighted. Appointment letters were issued to the committee members on 2/1/2016.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.10:			
Growers and mills deal fairly and transparently with smallholders and other local businesses.			
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -	Not applicable.	Not applicable
6.10.2	Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation). - Major compliance -	Not applicable.	Not applicable
6.10.3	Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -	Contractor agreement was sighted and sampled as below: <ul style="list-style-type: none"> a) GSLE/HA/16/01/01 which valid until 31/12/2016 b) GSLE/TA/15/01/06 which valid until 31/12/2016 c) GSLE/GA/16/01/09 which valid until 31/12/2016 <p>All the terms and conditions were specified in the contract and contractors have acknowledged on each page of the contract. The payment specified in the contract was 30 days after the services had been provided.</p>	Complied
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	The payment was made at end of each month during closing account. Payment records were inspected and payment was made according to the agreement.	Complied
Criterion 6.11:			
Growers and millers contribute to local sustainable development where appropriate.			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance –	GSLE has made contributions to local communities and internal workers. For example: <ul style="list-style-type: none"> a) Supply free water and electricity to the Hindu temple and surau inside the estate. Besides, the management will maintained if there is any needed. b) Provide job opportunities to local communities. c) Donation to temple for Hindu festival of RM 200 dated 10/8/2016. 	Complied
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	Not applicable.	Not applicable
Criterion 6.12:			
No forms of forced or trafficked labour are used.			

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Criterion / Indicator		Assessment Findings	Compliance
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	All employees are legal with local identification card for local employees and foreign employees are with valid passports and working permits. No evident of trafficked workers were found during the audit. The workers have signed on the letter of retention of passport by the employer during their arrival. Sampled of retention letters as below: a) Employee ID: 03550 (Pakistan) signed on 15/10/2015 b) Employee ID: 03537 (Indian) signed on 27/8/2015 c) Employee ID: 03526 (Indonesian) signed on 22/12/2010 d) Employee ID: 03533 (Bangladeshi) signed on 10/8/2015	Complied
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Minor compliance –	No contract substitution was noted. This was confirmed through inspection of employment contract and interview with workers.	Complied
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Major compliance -	Policies to protect labour and migrant workers are implemented. No temporary workers. Migrant workers are treated equally as per the locals.	Complied
Criterion 6.13: Growers and millers respect human rights.			
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1). - Major compliance -	GPB has implemented a Social Policy dated 22/6/2015 where they respect and support the Universal Declaration of Human Rights. The policy has been communicated to the workers during morning muster. Employees were aware of their rights and workers and staff union monitor to ensure no violations. Policy briefing to the workers on 19/7/2016 and records were sighted.	Complied
6.13.2	As long as children of foreign workers in Sabah and Sarawak are ineligible to attend government school, the plantation companies should engage in a process to secure these children access to education as a moral obligation.	Not applicable.	Not applicable
Principle 7: Responsible development of new plantings Based on the assessment, Genting Selama Estate has not carried out new plantings within their certified area.			
Principle 8: Commitment to continual improvement in key areas of activity			
Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

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Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1</p> <p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base. <p>- Major compliance -</p>	<p>The management have initiated mechanized assisted spraying to improve efficiency and productivity and reduce use of chemical . Some of the spray method used are :</p> <p>a) Turbo CDA using PB16 (16Ltr/Pump)</p> <p>b) Mechanical Assisted spraying - Mono-spray (Mechanized) 1000 lit /tank</p> <p>c) Normal knapsack spray (16 lit / pump)</p> <p>Besides that, the EFB mulching was carried out for supplementary purpose.</p> <p>Environmental Improvement & Management Plan was established to monitor various activity such as protection of HCV areas, soil erosion, water pollution, noise pollution, soil pollution, air pollution, water usage and etc.</p>	<p>Complied</p>

Appendix B: Approved Time Bound Plan

No	Name of the Estate and Mills		TBP for certification	Status as Aug. 2016	Any unresolved (Labour Disputes/Land conflicts/Legal Non-Compliance etc.)
1	Genting Sri Gading Estate, Johor, Malaysia	Supply base for Genting Ayer Item Oil Mill, Johor, Malaysia	Dec,2014	Certified	None
2	Genting Sungei Rayat Estate, Johor, Malaysia		Dec, 2014	Certified	None
3	Genting Kulai Besar Estate, Johor, Malaysia		Dec,2014	Certified	None
4	Genting Tanah Merah Estate, Johor, Malaysia		Dec,2015	Certified	None
5	Genting Tebong Estate, Melaka, Malaysia		July, 2015	Certified	None
6	Genting Selama Estate, Kedah, Malaysia		July,2015	Certified	None
7	Genting Sabapalm Estate, Sabah, Malaysia	Supply base for Genting Sabapalm Oil Mill, Sabah, Malaysia	Aug,2015	Certified	None
8	Genting Tanjung Estate, Sabah, Malaysia	Supply base for Genting Tanjung Oil Mill, Sabah, Malaysia	Aug,2016		None
9	Genting Tenegang Estate, Sabah, Malaysia		Aug,2016		None
10	Genting Layang Estate, Sabah, Malaysia		Aug,2016		None
11	Genting Bahagia Estate, Sabah, Malaysia		Aug,2016		None
12	Genting Landworthy Estate, Sabah, Malaysia		Aug,2016		None
13	Genting Indah Estate, Sabah, Malaysia	Supply base for Genting Indah Oil Mill, Sabah, Malaysia	May, 2017		None
14	Genting Permai Estate, Sabah, Malaysia		May, 2017		
15	Genting Kencana Estate, Sabah,		May, 2017		

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	Malaysia				
16	Genting Jambongan Estate, Sabah, Malaysia	Supply base for Genting Jambongan Oil Mill, Sabah, Malaysia	Oct,2017		None
17	Genting Sekong Estate, Sabah, Malaysia	Supply base for Genting Trushidup Oil Mill, Sabah, Malaysia	Mar, 2017		None
18	Genting Suan Lamba Estate, Sabah, Malaysia		Mar, 2017		None
19	Mulia Estate 1, Kalimantan, Indonesia	Supply base for Mulia Oil Mill, Kalimantan, Indonesia	Dec,2016		None
20	Mulia Estate 2, Kalimantan, Indonesia		Dec,2016		None
21	Mulia Estate 3, Kalimantan, Indonesia		Dec,2016		None
22	Mulia Estate 4, Kalimantan, Indonesia		Dec,2016		None
23	Mulia Estate 5, Kalimantan, Indonesia		Dec,2016		None
24	Mulia Estate 6, Kalimantan, Indonesia		Dec,2016		None
25	PT SMA Estate 1		Dec,2016		None
26	PT SMA Estate 2		Dec,2016		None
27	PT SMA Estate 3		Dec,2016		None
28	PT SMA Estate 4		Dec, 2016		None
29	Genting Mewah Estate, Sabah, Kalimantan	Supply base for Genting Mewah Oil Mill, Sabah, Malaysia	Jan,2017		None
30	Genting Lokan Estate, Sabah, Malaysia		Jan,2017		None
31	Genting Cheng Estate, Melaka, Malaysia		July,2017		None
32	Genting Bukit Sembilan Estate, Kedah, Malaysia		July,2017		None
33	Lamunti Barat Estate	Supply base for PT GAL Oil Mill, Kalimantan, Indonesia	Oct,2017		None
34	Lamunti Timur Estate I/II		Oct 2017		None
35	Mengkatip Estate I/II		Oct,2017		None
36	Bakuta Estate		Oct,2017		None
37	Plasma Timur/Barat		Oct, 2017		None
38	PT UAI 1/2		April, 2018		None

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39	Golden Hill Estate I	Supply base for Golden Hill Oil Mill, Kalimantan, Indonesia	July, 2018		None
40	Golden Hill Estate II		July, 2018		None
41	Diamond Hill Estate		July, 2018		None
42	Puroh Estate		July, 2018		None
43	Masaha Estate		July, 2018		None
44	Zircon Hill		July, 2018		None
45	PT CSC		April,2019		None
46	PT SAP Estate 1	Supply base for PT SAP Oil Mill	Aug, 2019		None
47	PT SAP Estate 2		Aug,2019		None
48	PT SAP Estate 3		Aug,2019		None
49	PT SAP Estate 4		Aug,2019		None
50	PT SAP Estate 5		Aug,2019		None
51	PT SAP Estate 6		Aug,2019		None
52	PT PSM		May,2020		None
53	PT PALJ		Aug,2020		None
54	PT AAC 1, 2,3,4		Oct,2020		None

Appendix C: Certification Unit RSPO Certificate Details

Genting Plantations Berhad
 Genting Selama Estate
 09800 Serdang
 Kedah, Malaysia
 RSPO membership number: 1-0086-06-000-00

BSI RSPO Certificate No. : RSPO 652233
 Date of Initial Certificate Issued: 23/09/2015
 Date of Expiry: 22/09/2020
 Applicable Standards: RSPO P&C for Sustainable Palm Oil Production : 2013; Malaysian National Interpretation : 2014

Genting Selama Estate					
Location Address		09800 Serdang, Kedah, Malaysia			
GPS Location		100° 39' 25.16" E ; 5° 13' 19.82" N			
CPO Tonnage Total		-			
PK Tonnage Total		-			
CPO Claimed for Certification*		-			
PK Claimed for Certification *		-			
Own estates FFB Tonnage		38,870.00 mt			
Scheme Smallholder FFB Tonnage		-			
Estates	Production Area		Other use (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)			
Genting Selama Estate	1,661.44	120.20	48.50	1,830.14	38,870.00

Appendix D: Assessment Plan

Date	Time	Subjects	Hafiz	Boon Han	Ning Shing
Thursday 11/08/2016	PM	Audit Team travelling to Kedah	√	√	√
Friday 12/08/2016	0830 - 0900	Opening meeting: <ul style="list-style-type: none"> • Presentation by Genting Selama Estate Team • Presentation by BSI Lead Auditor – introduction of team members and assessment agenda 	√	√	√
	0900 - 1230	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area, mixing area, schedule waste management, worker housing, clinic, landfill, etc	√	√	√
	1030 -1230	Meeting with Stakeholders (village rep, workers leader, contractor etc)	-	√	-
	1230 - 1330	Lunch	√	√	√
	1330 - 1600	Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/ workers representatives, new planting, TBP, CIP and implementation etc.)	√	√	√
	1600 – 1630	Verify any outstanding issues & preparation for closing meeting	√	√	√
	1630 – 1730	Closing Meeting	√	√	√
	1730	Audit Team travelling back to KL	√	√	√

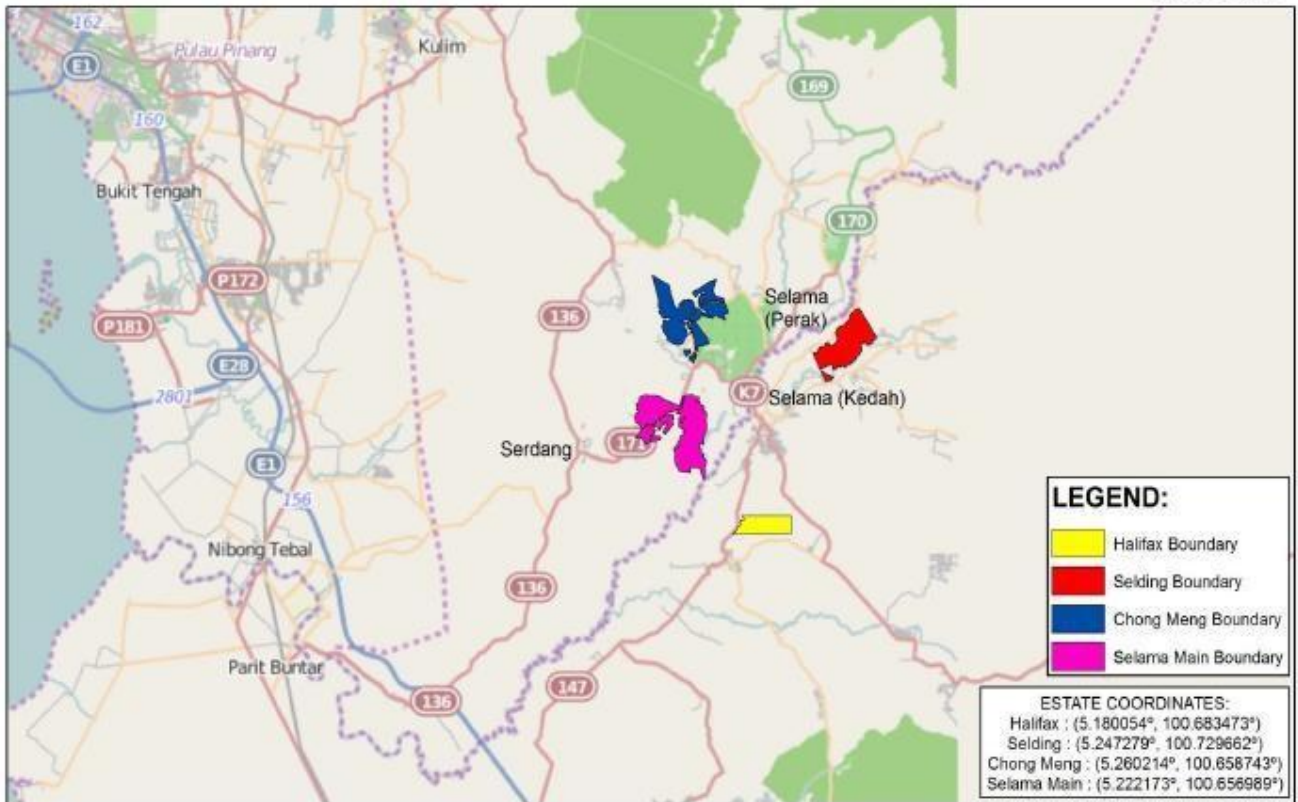
Appendix E: Stakeholders Contacted

<p>Internal Stakeholders Gender Committee Member Foreign workers Hospital Assistant</p>	<p>Union/Contractors/Local Communities Union representatives</p>
<p>Government Departments</p>	<p>Contractors and Suppliers Sundry shop representative</p>

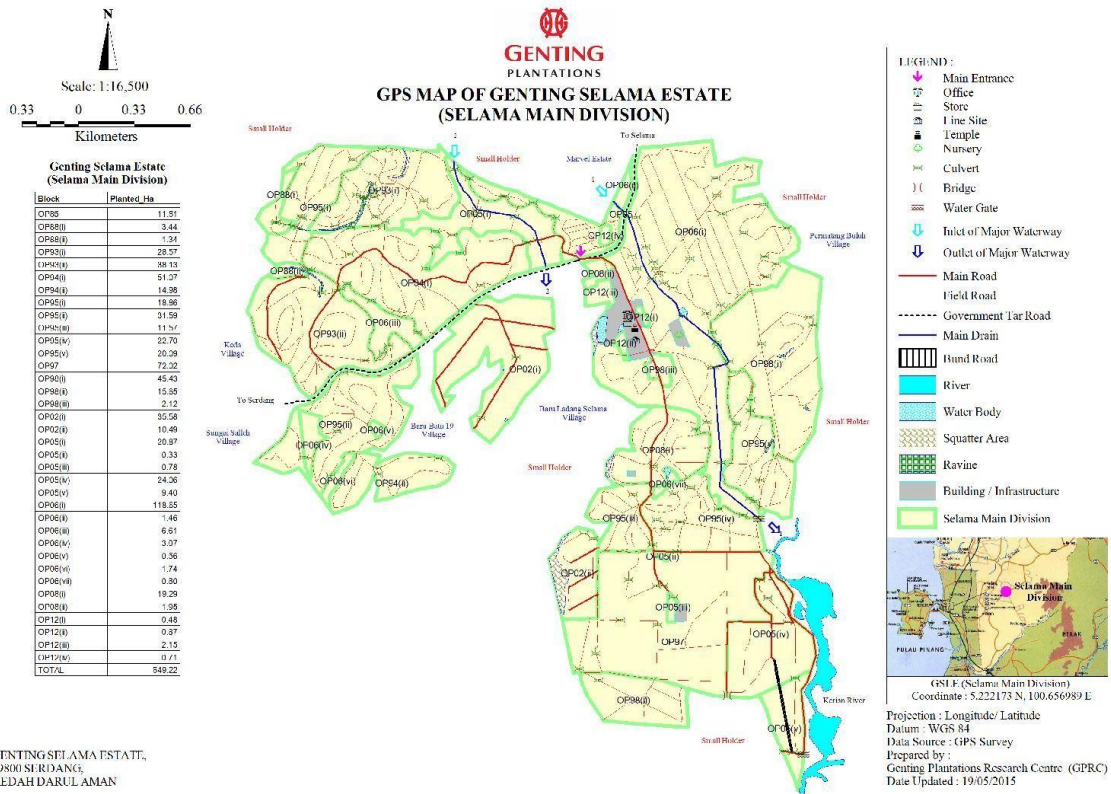
Appendix G: Location Map of Genting Selama Estate



LOCATION MAP
GENTING SELAMA ESTATE
 SELAMA MAIN, CHONG MENG, HALIFAX & SELDING DIVISIONS

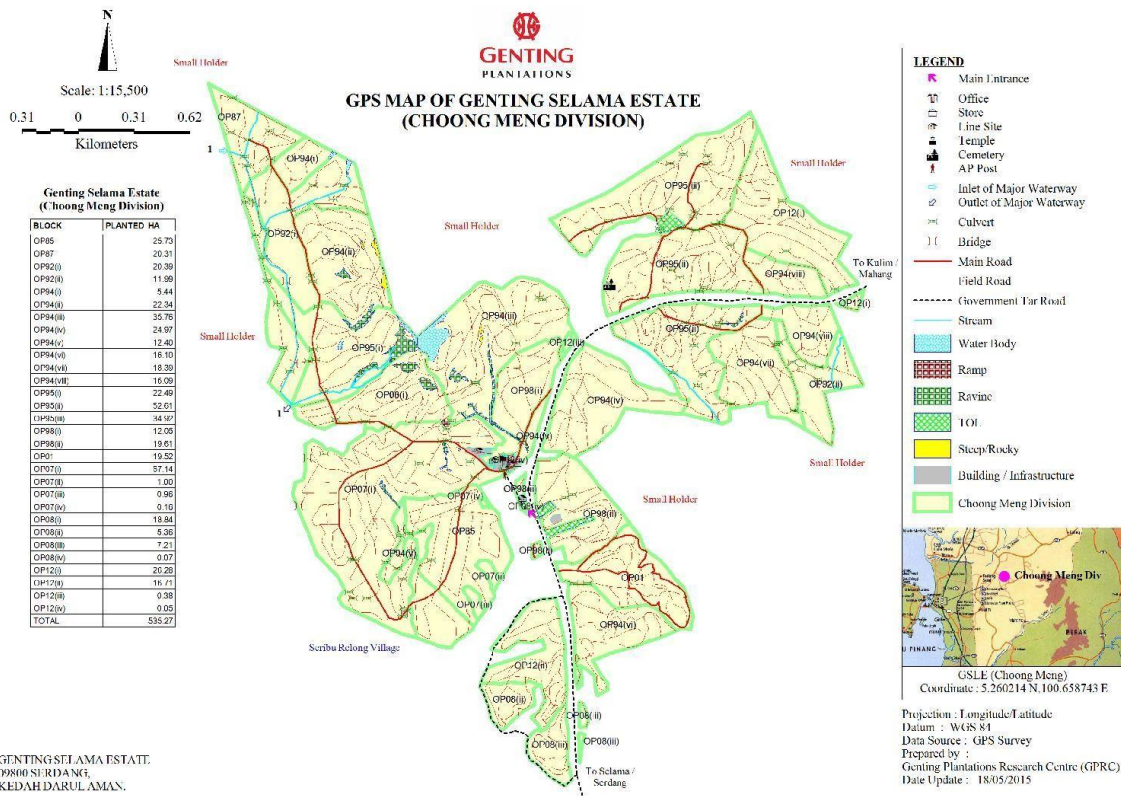


Appendix H: Genting Selama Estate (Main Division) Layout

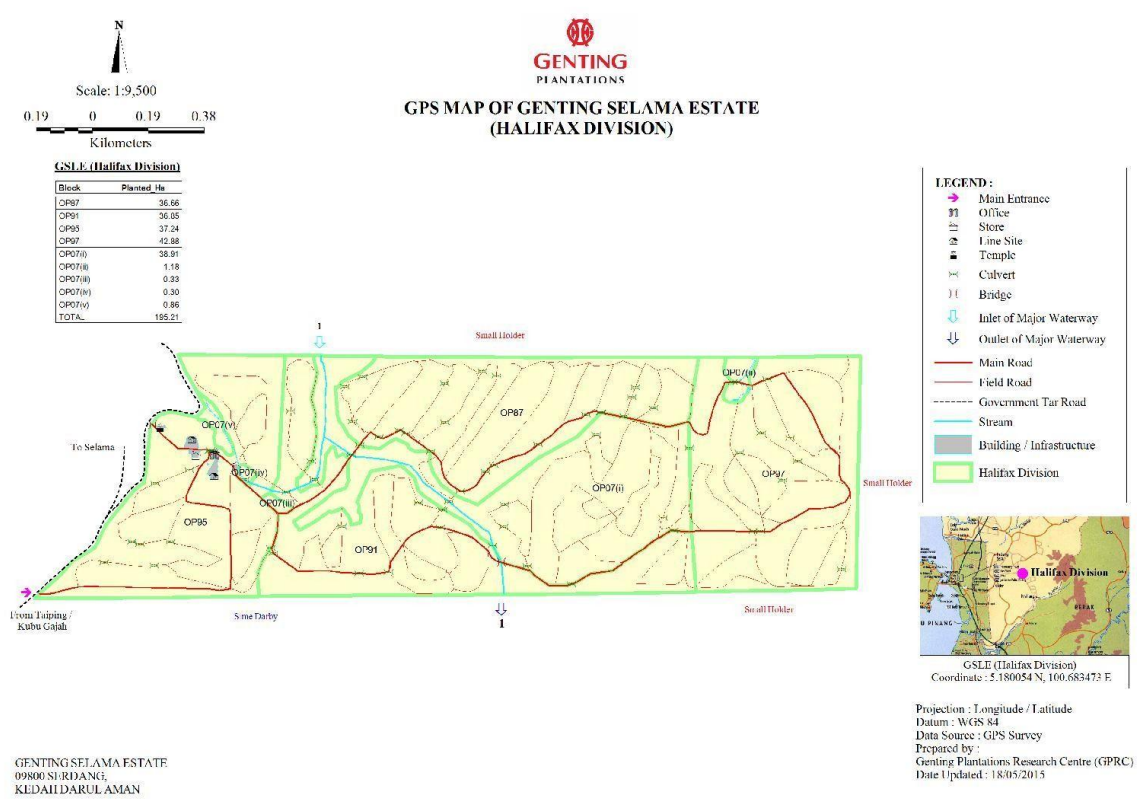


GENTING SELAMA ESTATE,
 09800 SERI AJANG,
 KEDAH DARUL AMAN

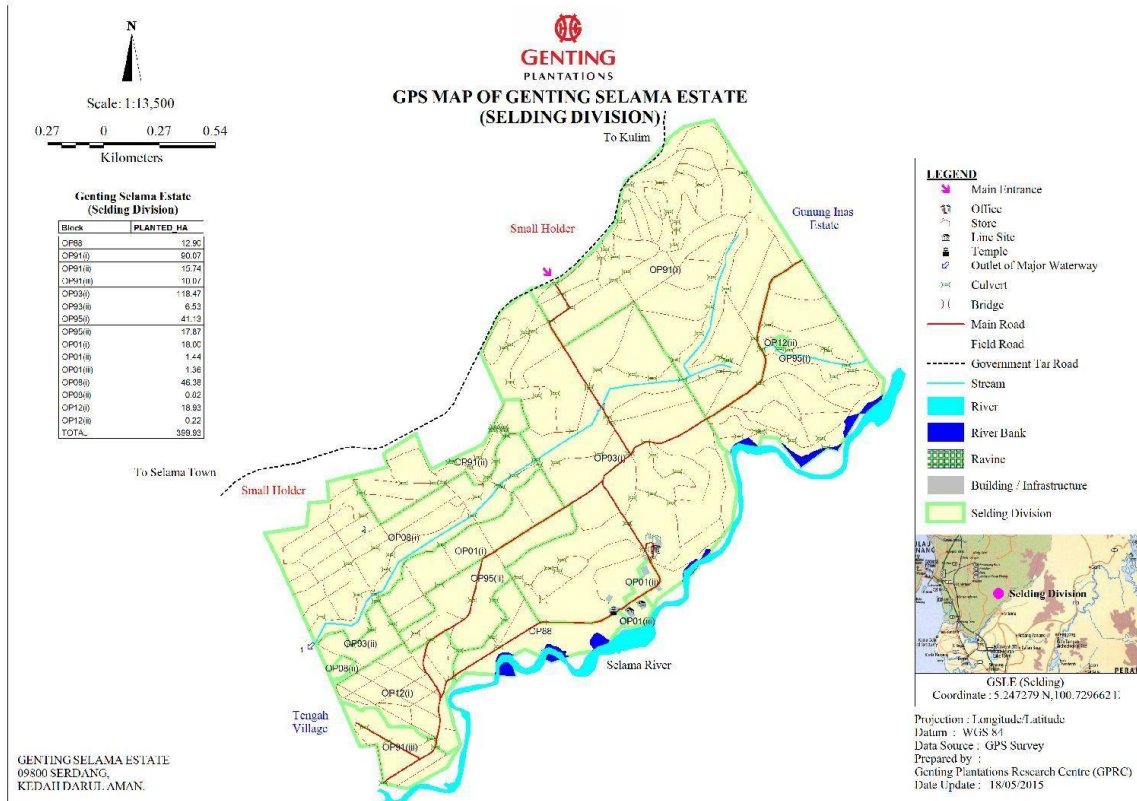
Appendix I: Genting Selama Estate (Choong Meng Division) Layout



Appendix J: Genting Selama Estate (Halifax Division) Layout



Appendix J: Genting Selama Estate (Selding Divison) Layout



Appendix K: List of Abbreviations Used

ASA	Annual Surveillance Assessment
BOD	Biological Oxygen Demand
CHRA	Chemical Health Risk Assessment
CIP	Continual Improvement Plan
CPO	Crude Palm Oil
DOE	Department of Environment
DOSH	Department of Occupational Safety & Health
EFB	Empty Fruit Bunch
EIA	Environmental Impact Assessment
EMS	Environmental Management System
ERP	Emergency Response Plan
FFB	Fresh Fruit Bunch
GPB	Genting Plantations Berhad
GSLE	Genting Selama Estate
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
MPOA	Malaysian Palm Oil Association
MSDS	Material Safety Data Sheet
MSPO	Malaysian Sustainable Palm Oil
MY-NI	Malaysian National Interpretation
NGO	Non Governmental Organisation
OSH	Occupational Safety & Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
PPE	Personal Protective Equipment
RED	Renewable Energy Directive
RSPO	P&C Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure