

RSPO – 3rd ANNUAL SURVEILLANCE ASSESSMENT**PT INTI INDOSAWIT SUBUR – TUNGKAL ULU**

Office:
JALAN MH. THAMRIN No.31
JAKARTA
10230
INDONESIA

Location:
TUNGKAL ULU SUB-DISTRICT
TANJUNG JABUNG REGENCY
JAMBI PROVINCE
INDONESIA

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Section 1 Scope of the Certification Assessment

1.1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Approval Date	6 th February 2006
Company Name	PT INTI INDOSAWIT SUBUR – TUNGKAL ULU		
Address	Head Office: Jl. MH. Thamrin No.31 Jakarta 10230 INDONESIA Location Address: Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu Sub-district Tanjung Jabung Regency, Jambi Province, INDONESIA		
Subsidiary of (if applicable)	PT INTI INDOSAWIT SUBUR		
Contact Name	Ms. Asrini Subrata, Mr. Welly Pardede		
Website	www.asianagri.com	E-mail	asrini-subrata@asianagri.com
Telephone	+62 21 230 1119	Facsimile	+62 21 230 1120

1.2. Certification Information					
Certificate Number	SPO 594422	Certificate Start Date	15/08/2012	Expiry Date	14/08/2017
Scope of Certification	The production of CPO and PK at Tungkal Ulu Palm Oil Mill and its supply base.				
Palm Oil Mill Capacity	60 tons FFB/hour				
Other Certifications					
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date		
ID05/65250	ISO 14001:2004	SGS	10 th June 2017		
EU-ISCC-Cert-DE100-20141679	ISCC EU	SGS	8 th September 2015		
ISCC-PLUS-Cert-10014063	ISCC Plus	SGS	8 th September 2015		

1.3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
Tungkal Ulu Palm Oil Mill	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°58' 53" E	1°18' 01" S
Tungkal Ulu Estate	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°56' 54" - 103°11' 41" E	1°17' 18" - 1°20' 42" S
KUD Bina Usaha	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°55' 03.9" E	1°20' 23.5" S
KUD Sawit Kita	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°56' 58.9" E	1°19' 01.5" S
KUD Karya Kita	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°58' 16.3" E	1°20' 40.1" S
KUD Karya Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	102°00' 35.4" E	1°20' 34.0" S
KUD Panca Mukti	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	103°04' 01.1" E	1°19' 09.8" S
KUD Sari Bumi	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	103°02' 39.3" E	1°21' 50.4" S
KUD Manunggal Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	103°01' 38.1" E	1°21' 45.0" S
KUD Sawit Mulia	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu	103°05' 38.9" E	1°20' 36.0" S

	District, Tanjung Jabung Regency Jambi, Indonesia.		
KUD Argo Makmur	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	103°07' 40.6" E	1°19' 16.9" S
KUD Harapan Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	103°10' 05.0" E	1°19' 15.9" S

Figure 1. Location of PT Inti Indosawit Subur – Tungkal Ulu in Indonesia

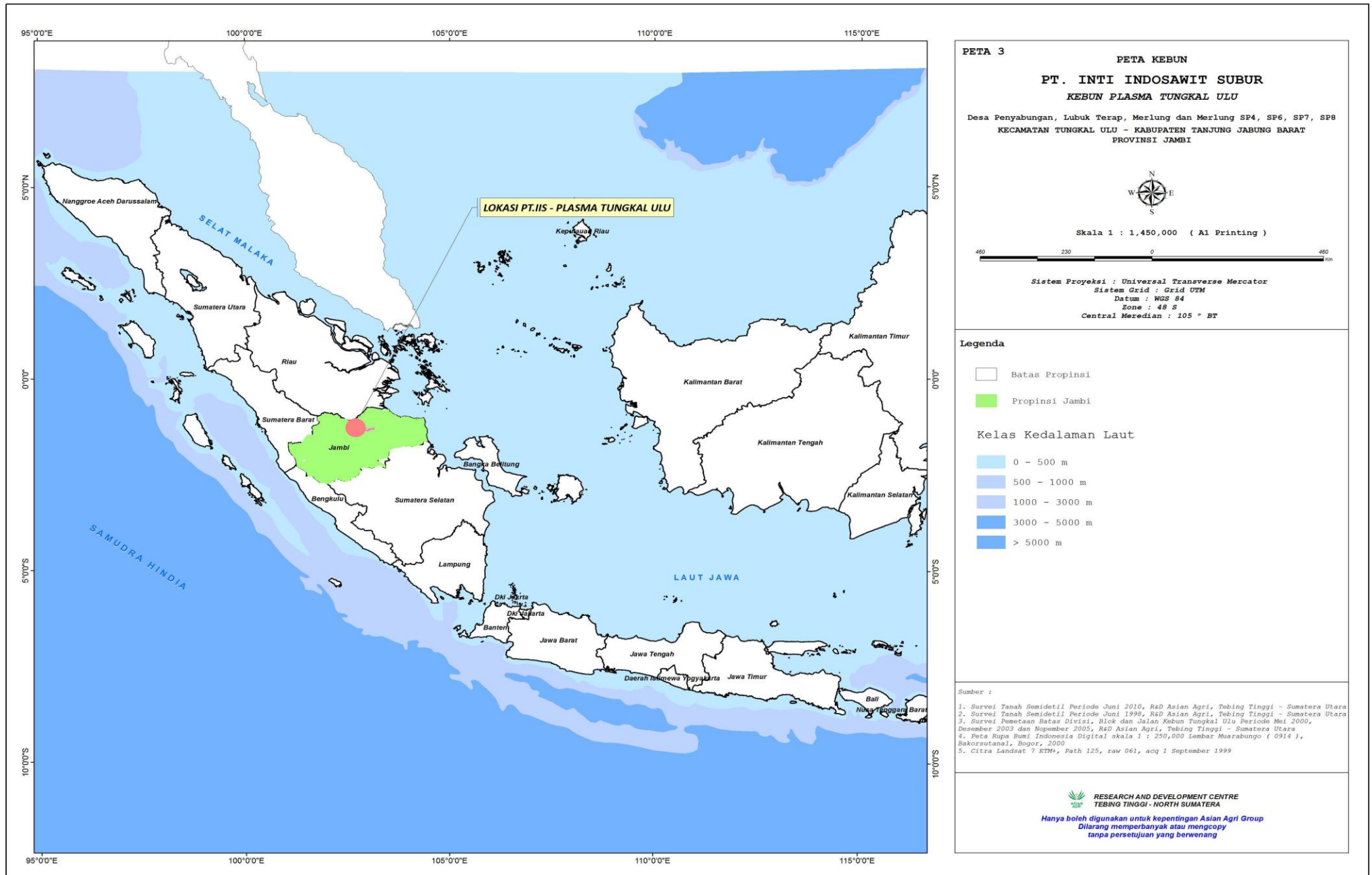


Figure 2. Location of PT Inti Indosawit Subur – Tungal Ulu in Riau Province, Indonesia

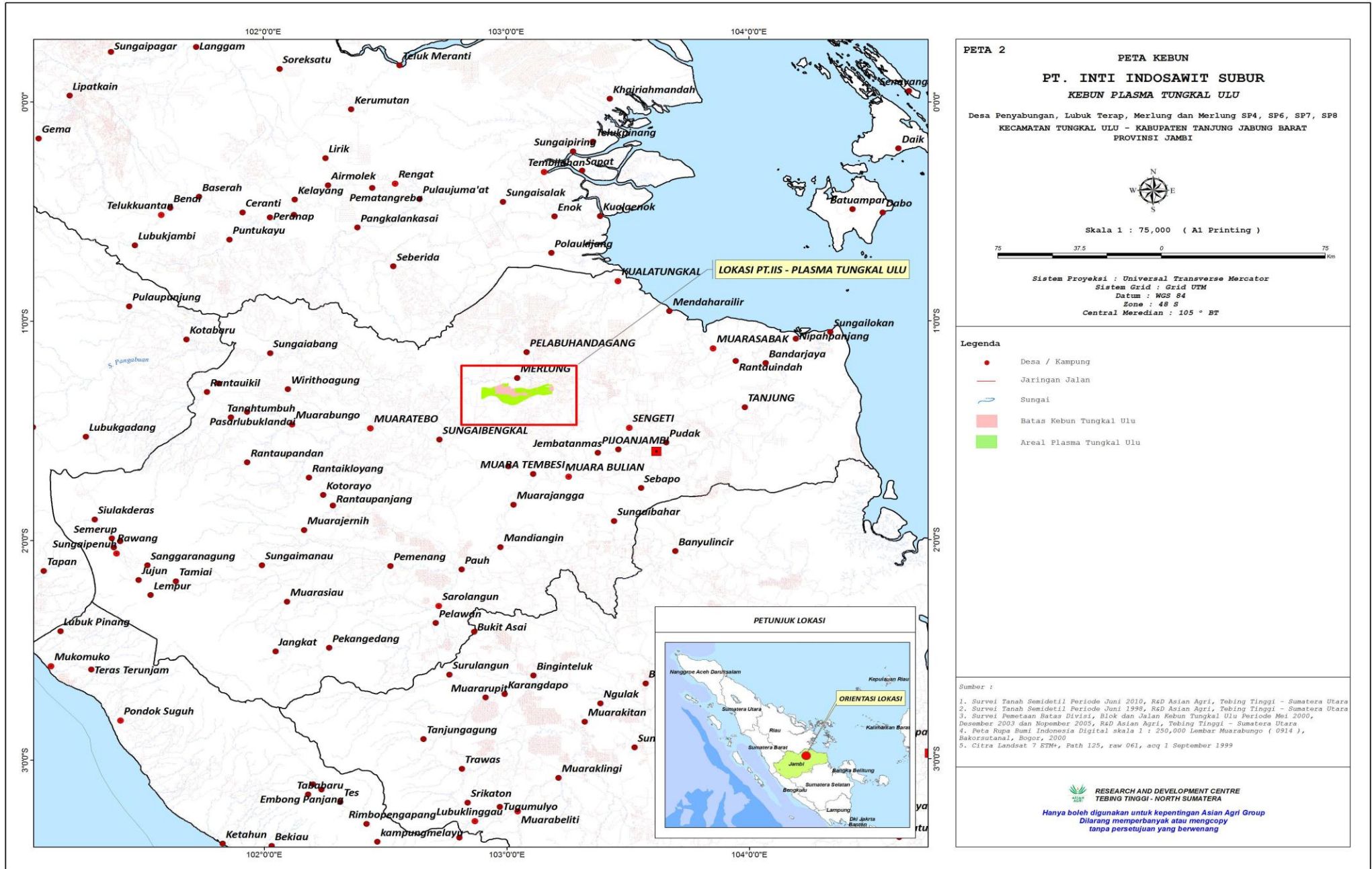
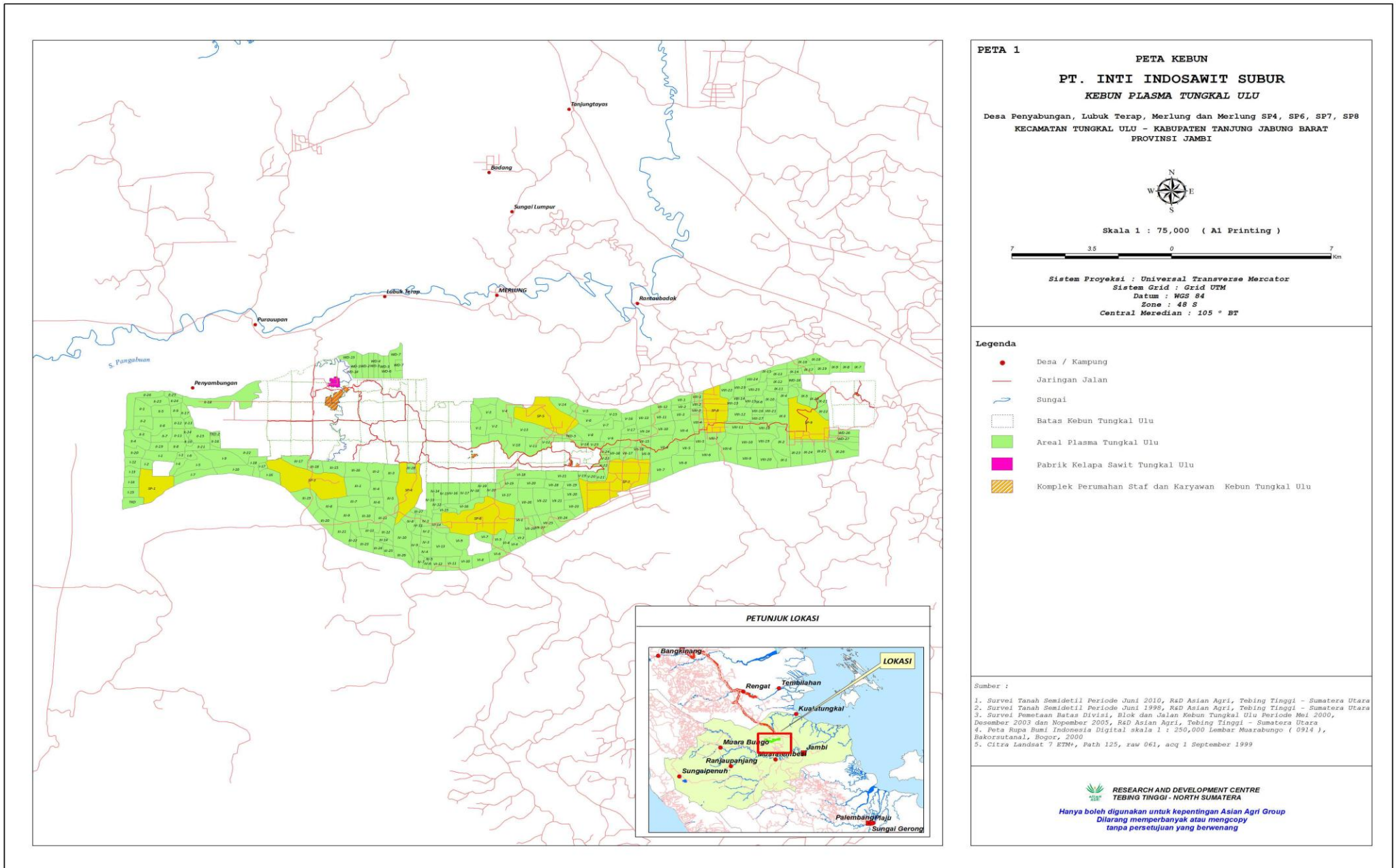


Figure 3. location of PT Inti Indosawit Subur – Tungkal Ulu and supply bases.



1.4. Progress against Time Bound Plan

Progress Againsts Time Bound Plan			
Name of Mill	Address	Time bound for certification	Status as of May 2015
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja	Lubuk Bernai/Kampung Baru/Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan/Penarikan/Tambak/Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified in 18 May 2015.
Aek Nabara	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Main Audit in December 2014.
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified in 26 May 2015.
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified in 7 September 2015.
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified in 8 July 2015
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2018	-
Name of Plantation	Address	Time bound for certification	Status as of March 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 March 2012
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 June 2012

Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja & Badang	Lubuk Bernai/Kampung Baru/Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan/Penarikan/Tambak/Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Penarikan & Gondai	Pangkalan Sarik/Baru Village, Langgam/Siak Hulu District, Pelalawan/Kampar Regency, Riau	2014	Main Audit in December 2014
Penarikan (KKPA)	Pangkalan Sarik/Baru Village, Langgam/Siak Hulu District, Pelalawan/Kampar Regency, Riau	2014	Moved to 2016
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2014	Moved to 2016
Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Aek Nabara	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Peranap (Plasma)	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	-
Bungo Tebo (Plasma)	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	-
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Pangkalan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.

Sentral & Batu Anam	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 8 July 2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 7 September 2015
Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 April 2015

1.5. Description of Supply Base

Estate	Mature (Ha)	Immature (Ha)	Total Planted (Ha)	HCV (Ha)	Infrastructure & Other (Ha)	Total Hectarage	% of Planted
Tungkal Ulu	4,396	0	4,396	128	32	4,556	96.49%
Sub Total	4,396	0	4,396	128	32	4,556	96.49%
KUD Bina Usaha	910	0	910	0	0	910	100%
KUD Sawit Kita	1,028	0	1,028	0	0	1,028	100%
KUD Karya Kita	1,168	0	1,168	0	0	1,168	100%
KUD Karya Jaya	810	0	810	0	0	810	100%
KUD Panca Mukti	792	0	792	0	0	792	100%
KUD Sari Bumi	764	0	764	0	0	764	100%
KUD Manunggal Jaya	208	0	208	0	0	208	100%
KUD Sawit Mulia	1,362	0	1,362	0	0	1,362	100%
KUD Argo Makmur	1,130	0	1,130	0	0	1,130	100%
KUD Harapan Jaya	1,130	0	1,130	0	0	1,130	100%
Sub total	9,302	0	9,302	0	0	9,302	100%
Outgrowers*	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Total	13,698	0	13,698	128	32	13,858	98.84%

* Number of FFB supplier/outgrower with agreement; Outgrowers excluded from certification scope.

1.6. Plantings & Cycle

Estate	Age (Years)					FFB Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	≥ 26	Estimated (Previous Year)	Actual (This Year)	Forecast (Next Year)
Tungkal Ulu		7	43	4,346		117,060	93,974	106,342
Sub Total		7	43	4,346		117,060	93,974	106,342
KUD Bina Usaha				910		20,220	19,046	20,465
KUD Sawit Kita				1,028		22,144	23,556	22,345
KUD Karya Kita				1,168		26,958	25,715	26,798
KUD Karya Jaya				810		18,588	20,214	18,615
KUD Panca Mukti				792		17,457	4,380	6,759
KUD Sari Bumi				764		17,452	758	1,056
KUD Manunggal Jaya				208		4,680	385	535
KUD Sawit Mulia				1,362		29,555	14,006	9,283
KUD Argo Makmur				1,130		24,386	17,167	10,996
KUD Harapan Jaya				1,130		24,519	0	4,071
Sub total				9,302		205,959	125,227	120,923
Outgrowers*	n/a	n/a	n/a	n/a	n/a	72,069	80,971	81,331
Total	0	7	43	13,648		395,088	300,172	308,596

* Outgrowers excluded from the certification scope;

1.7. Certified Tonnage									
Mill	Estimated (Previous Year)			Actual (This Year)			Forecast (Next Year)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Tungkal Ulu Mill	323,019	74,123	17,638	219,201	49,583	11,713	227,265	52,237	12,386
Subtotal Certified	323,019	74,123	17,638	219,201	49,583	11,713	227,265	52,237	12,386
Outgrowers*	72,069	16,537	3,935	80,971	18,315	4,326	81,331	20,617	5,575
Total	395,088	90,660	21,573	300,172	67,898	16,039	308,596	72,854	17,961

* Outgrowers excluded from the certification scope;

Section 2 Assessment Process

2.1. Certification Body

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
 B08-01 (East), Level 8, Block B, PJ 8, No.23,
 Jalan Barat, Seksyen 8, Petaling Jaya,
 46050 Petaling Jaya, Malaysia
 Tel +603 7960 7801; Fax +603 7960 5801
 Senniah Appalasamy: senniah.appalasamy@bsigroup.com
www.bsigroup.com

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 has a Regional Office in Singapore and an Office in Kuala Lumpur.

2.2. Assessment Methodology

BSI was using RSPO P&C Generic Standard 2013 and RSPO Supply Chain Requirement 2014 for CPO Mill during the assessment. The approach to the audit was to treat each mill and its supply base as an RSPO Certification Unit. The mill was audited together with the plantations of its supply base. A range of environmental and social factors were covered. These included consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

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

Audit team took 3 KUD (cooperative) as sample for scheme smallholders. The total number of smallholders visited and interviewed is 51.

The stakeholders consulted through visit and interview.

2.3. Assessment Conclusion

Three minor nonconformities from previous assessment have been rectified. However, there is one (1) minor nonconformity raised into major nonconformity.

There were four (4) major nonconformities identified during this 3rd surveillance audit. There are also four (4) minor nonconformities and four (4) observations will be checked in the next surveillance.

PT Inti Indosawit Subur has taken corrective action to address all of the major nonconformities identified. There are no outstanding major nonconformities; therefore audit team recommends PT Inti Indosawit Subur Tungkal ulu to continue the certification of RSPO P&C.

2.4. Assessment Program

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

Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5
Tungkal Ulu POM	X	X	X	X	X
Tungkal Ulu Estate	X	X	X	X	X
Scheme smallholders	X	X	X	X	X

Tentative Date of Next Visit (ASA-4) : 01/06/2016

Total No. of Mandays: 11 Mandays

2.5. Assessment Team

Pratama Agung Sedayu – Lead Auditor

He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member covering assessment against RSPO P&C in Indonesia and Malaysia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor endorsed Course and RSPO Lead Auditor Course. During this assessment, he assessed on the aspects of estate best practices, environment and health and safety.

Nanang Mualib – Team member

He holds a Bachelor degree in Forestry Technology from Bogor Agriculture University, 1999. He has 4 years experience worked in the Forest plantation company in Indonesia, and has experiences involves in the several RSPO certification audits as team member. He has attended the 5 days RSPO P&C Certification System Assessment Training held by PT Mutuagung Lestari on 2009 as well as 5 days ISO 9001 auditor training on 2009. He has been approved as an HCV Assessor under RSPO Scheme. He has been involved in many assessment related to the Forestry and Sustainable oil palm certification in Indonesia. He has experienced involves in RSPO certification assessments more than 15 different oil palm organizations (including mills and estates) in Indonesia. He is also familiar with RSPO P&C Certification assessment and qualified as audit team member. During this assessment, he assessed on the aspect of Legal, HCV identification and management, and also social community engagement and stakeholders consultation.

Haeruddin – Assessor – Team member

He holds Bachelor Degree in Forest Management, graduated from Hasanuddin University on 1994. He has 16 yearsof work experience in forest concession, forestry industry and the latest is within Oil Palm Plantation in Indonesia. He experiences as auditor for several sustainability standard including FSC, UTZ, Organic Farming, 4C, ISPO andRSPO. He completed the ISO 9001 Lead Auditor Course; ISPO Lead Auditor endorsed Course, RSPO Lead Auditor Course, and also completed ISCC, RSPO SCCS, RSPO RED course, etc. He had been involved in RSPO auditing since November 2010 in more than various companies in Malaysia, Thailand and Indonesia. During this assessment, he assessed on the aspects of legal and estate best practices.

Reviewer:

This summary report was reviewed by Mr. Sabar Kembaren (Internal Reviewer)

Section 3 Assessment Findings

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

3.1.1 RSPO P&C Generic 2013 for Mill and Company-owned Estate

No	Criterion / Indicator	Assesment Finding	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	There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making. - Minor compliance -	Company has a mechanism to provide information, as per procedure "Penanganan Permintaan Informasi Stakeholder" No.AA-GL-5008.1-R1, dated 22 nd August 2011. The procedure explains mechanism to receive and respond to information/inquiry from stakeholders. The response time sets to a maximum 14 working days since the inquiry received. Information request/inquiry accepted through verbal and/or written request – and recorded by Public Relation (Humas). Response provided as per mechanism. Scheme smallholders: Cooperatives have a procedure to handle information request and provision of information to relevant stakeholders. There is a list of information available for public – consist of 14 documents such as cooperative business plan, legal documents, health and safety plan, etc.	comply
1.1.2	Records of requests for information and responses shall be maintained. - Major compliance -	Company maintains records of request for information and responses under "Logbook Tanggapan Informasi". Up to May 2015, 3 types of information supplied to relevant stakeholders. Sampler: Hazardous waste management report "Laporan Limbah B3" period January–March 2015 through letter No.042/MI/PTU/Ekt/04/2015 dated 17 th April 2015 sent for "BLHD kabupaten Tanjung Jabung Barat, BLHD Provinsi Jambi , PPLH Regional Sumatera dan Kementerian Lingkungan Hidup". Scheme smallholders: KUD Karya Jaya recorded the information request under "Buku Permintaan Tanggapan dan Informasi KUD Karya Jaya"; up to May 2015, 7 information requests received, respond provided in timely manner. Sample: Letter from "Dinas Koperasi dan Usaha Mikro, Kecil dan Menengah Kabupaten Tanjung Jabung Barat No.518/107/DKUMKM/III/2015" dated 10 th March 2015 related to partnership issue inventory. This has been responded through KUD Karya Jaya through letter No.518/KUD-KJ/BH/III/2015 dated 15 th March 2015.	comply
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.			

1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <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). <p>- Major compliance -</p>	<p>Company has a procedure for information request handling and information provision. There is a list of information available for public, dated 12th May 2015. The list comprise of 32 documents, such as legal documents (Izin Lokasi, Izin Prinsip, IPKH, SK HGU, and land certificate), company policy covering respect to human rights, AMDAL/SEIA document, environmental management plan, environmental report, HCV report, health and safety programme, continual improvement plan, negotiation procedures, FFB price information, medical check up result, etc.</p> <p>Scheme smallholders: Cooperatives have a procedure to handle information request and provision of information to relevant stakeholders. There is a list of information available for public – consist of 14 documents such as cooperative business plan, legal documents, health and safety plan, etc.</p>	comply
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
1.3.1	<p>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.</p> <p>- Minor compliance -</p>	<p>Company is able to shows company policy - Kebijakan Perusahaan signed 1st December 2014. The policy mentioned commitment to uphold code of ethical conduct. Furthermore, based on interview with sampled workers, they have received communication/dissemination of such policy. Communication of code of ethical conduct carried out at mill 11th March 2015, attended by 27 workers.</p> <p>Scheme smallholders: KUD Karya Jaya has "Kebijakan Koperasi" dated 1st January 2015, mentioning commitment to respect code of ethical conduct and reject all form of corruption, bribery and fraud on financial and resources of KUD Karya Jaya.</p>	comply
<p>PRINCIPLE 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS</p>			
<p>Criterion 2.1</p>			

There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p>	<p>PT IIS demonstrate a valid land ownership covering:</p> <ol style="list-style-type: none"> 1. Izin Prinsip (<i>Principle permit</i>) No. KB.320/859/ Mentan/XI/1983, dated 7th November 1983, approved by Agriculture Ministry for PT. IIS – PIR Trans (\pm 65,000 ha) and Izin Lokasi No.746, year 2006 for 1,111 ha I Kecamatan Merlung, Tanjung Jabung Barat, issued by Bupati Tanjung Jabung Barat. 2. Izin Usaha Perkebunan – Surat Pendaftaran Usaha Perkebunan/SPUP (Plantation operational permit) No.187/Mentanhut/VII/2000, dated 3rd November 2000 (\pm 4,759.20 ha). 3. Izin Usaha Perkebunan Budidaya/IUP B (<i>Plantation operational permit</i>) No.625, year 2008, dated 26th September 2008 (\pm 1,111 ha). 4. Forest area release through "Surat Keputusan Menteri Kehutanan No.494/Kpts-II/1991 tentang Pelepasan areal hutan seluas 17,500Ha terletak di Kelompok Hutan S. Lampisi-S. Palik-palik Kabupaten Dati II Tanjung Jabung dan Seluas 9,356Ha terletak di Kelompok Hutan S. Kehidupan-S. Singoan Kabupaten Batanghari, Provinsi Jambi untuk Usaha Budidaya perkebunan dengan pola PIR-TRANS atas nama PT Inti Indosawit Subur" dated 7th August 1991. 5. Renewal HGU No.61/HGU/BPN/2005, dated 2nd June 2005, approved by BPN (3,503.02 ha). 6. HGU No.82/HGU/BPN RI/2014, dated 15th May 2014 (1,053.34 ha) 7. Land Application Permit: No.503.8/01/KPPT/2012 dated 17/09/2013 valid for 3 years. 8. Surface water use permit No.503.30/01/KPPT/2011 dated 5/7/2011, 9. Pesticide Store permit No.560/386/4.3/ DSTKT. 10. Izin operational pabrik (<i>Mill operation permit</i>) No.532/T/Industri/2005. 11. AMDAL (SEIA) No.014/ANDAL/RKL-RPL/BA/95. 12. Revised SEIA (AMDAL) No.309, year 2009, dated 6th June 2009, for 4,614.02 ha, consist of 3,503.02 ha (SK. Gubernur Kepala Daerah Tingkat I Propinsi Jambi No.342/1987, dated 19th June 1987) and 1,111 ha (SK. Bupati Tanjung Jabung Barat No.746, year 2006, dated 20th October 2006 tentang izin lokasi untuk keperluan pembangunan perkebunan kelapa sawit atas nama PT. IIS, serta 10,277 ha lahan plasma dan kapasitas pabrik kelapa sawit 60 ton TBS/jam"). 13. Izin Pemanfaatan Air Limbah (Land application permit) No.503.8/01/KPPT/ 2012, dated 17th September 2013, valid until 17th September 2016. 14. Izin Pemanfaatan Air Permukaan (<i>Surface water usage permit</i>) No.503.30/01/KPPT/ 2011, dated 5th July 2011, valid until 5th July 2016. 15. Izin penyimpanan sementara limbah B3 (Hazardous waste storage permit) No.362, year 2009, dated 9th July 2009, valid until 9th July 2014 and renewal in progress now. <p>Mill licenses and permits:</p>	comply

		<ul style="list-style-type: none"> - Izin Jembatan Timbang berlaku s/d April 2016 - Izin Land Aplikasi No. 503.8/01/KPPT/2011, dated 17th September 2013, valid until 17 September 2016. - Izin Pesawat uap (Bejana and Sterilizer (No.1 – No.4) - Izin pesawat uap (Boiler) no. 1, 2 and 3 - Izin Compressor (3 unit) - Izin Turbin uap (2 unit) - Izin Genset (2 unit), dll - Izin pesawat uap (bejana uap) (no. 1) <p>Based on document legal permit review, all those mill permit is valid. Others permits are available and it has been verified during audit.</p> <p>Scheme Smallholders:</p> <p>1. KUD Sawit Kita</p> <ul style="list-style-type: none"> - Akte Pendirian koperasi No.967/BH/XV, dated 17th October 1991, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi No. 57/KPTS/KWK.5/VIII/1991, dated 18th October 1991, Akte Perubahan Anggaran Dasar No.312/BH/PAD/KWK.5/VIII/1996, dated 2nd July 1996. - Annual Member meeting (Rapat Anggota Tahunan/RAT) is conducted annually, the last RAT was conducted in 2014, for 2014 still in progress due to audit investigation. - Tax registration No.01.535.702.3-334.000; - Tanda Daftar Perusahaan (TDP) no. 050126400247, dated 25th November 2011, valid until 25th November 2016. <p>2. KUD Karya Jaya</p> <ul style="list-style-type: none"> - Akte Pendirian Perusahaa no.1014/BH/XV, dated 12th September 1992, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi No. 39/KPTS/KWK.5/IX/1992, dated 15th September 1992. - The latest RAT - Annual member meeting was held on 26th February 2015. - Tax registration No.01.535.701.5-334.000. - Tanda Daftar Perusahaan (TDP) No.050126400262, dated 7th August 2012, valid until 7th August 2017. <p>3. KUD Panca Mukti:</p> <ul style="list-style-type: none"> - Akte Pendirian Perusahaan no.11/BH/KWK.5/I/1996, dated 16th January 1996. - The latest RAT - Annual member meeting was held on 28th March 2015. - Tax registration No.31.635.143.6-334-000. 	
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		- Tanda Daftar Perusahaan (TDP) no. 0501264000266, dated 12 th December 2012, valid until 12 th December 2017.	
2.1.2	A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –	List of laws are available and being evaluated regularly. Last updated on 27 th August 2014. Scheme Smallholders: Summary of permits and licenses checked and recorded in regulation record "Perizinan KUD", updated 5 th January 2015.	comply
2.1.3	A mechanism for ensuring compliance shall be implemented. - Minor compliance –	List of laws are available and being evaluated regularly, last updated on 1 st May 2015, e.g. Permenaker No.26, year 2014, dated 31 st December 2014. Scheme Smallholders: Document review and interviews with scheme manager, confirmed that PT IIS – tungkal ulu is supporting smallholders to comply with essential regulation. KUD Sawit Jaya: The last update of regulation evaluation in 2015. KUD Karya Jaya: Karya Jaya has evaluated new and/or amendment of regulation, the last updated in 2015. Observation: <i>Company and scheme smallholders needs considered to update evaluation of regulation clearly.</i>	comply
2.1.4	A system for tracking any changes in the law shall be implemented. - Minor compliance –	Legal requirement-evaluation and fulfilment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5 th December 2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. Scheme Smallholders: Scheme manager will inform the scheme smallholders (cooperative) if there is any a change or amendment in laws and regulations. Scheme manager conduct meetings with the cooperative members to ensure compliance.	comply
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.	PT IIS demonstrate a valid land ownership covering: 1. Renewal HGU No.61/HGU/BPN/2005, dated 2 nd June 2005, approved by BPN "tentang Pemberian HGU atas nama PT Inti Indosawit Subur seluas 3,503.02 Ha" dated 2 nd June 2015. 2. "Surat Keputusan Kepala BPN Pusat No.82/HGU/BPN RI/2014, dated 15 th May 2014, tentang	comply

	<p>- Major compliance -</p>	<p>Pemberian HGU atas tanah terletak di Kabupaten Batanghari, Provinsi Jambi seluas 1,053.34 Ha".</p> <p>Scheme smallholders: KUD "Sawit Kita" Sample KT. 9: 1. Radawi - Supriyanto, certificate No. 828, (2.008 ha). 2. Toni – Yanto,, certificate no. 835, (2,001 ha) 3. Sucipto, certificate no. 858 (2.008 ha) 4. Samsudin, certificate no. 805 (2.15 ha). KUD "Karya Jaya" KT. 12 1. Sukimin (new owner – Purwanto), certificate no. 751 (2.003 ha) 2. Suari Ahmad, certificate no. 745 (2.106 ha) 3. Dadang Sukandi (new owner – Sudiyono), certificate no. 695 (2.003 ha). 4. Sarkawi (new owner – Sudarno), certificate no. 759 (2.003 ha). KT. 13 1. Ruhiyat, certificate no. 621 (2.334 ha) 2. Abdul manap (New owner – Sutarjo), certificate no. 557 (2.039 ha) 3. Jumad, certificate no. 556 (2.216 ha) 4. Agus (new owner – Sariyono), certificate no. 623 (2.277 ha) KUD Panca Mukti: KT. 8 1. Bunyani (new owner Sutopo), certificate no. 563 (1.910 ha) 2. Sukarta (new member Ahmad Sutomo), certificate no. 571 (2.046 ha).</p> <p>Opportunity for Improvement: <i>Having proof of land ownership (land certificates) in place; the scheme smallholders (KUD Sawit Kita and KUD Karya Jaya) need to update the information on changes in land ownership after March 2015.</i></p>	
2.2.2	<p>Legal boundaries shall be clearly demarcated and visibly maintained.</p> <p>- Minor compliance –</p>	<p>The company carried out monitoring of boundary stones every six months, maps of boundaries identified the position of boundary stones is available refer to the HGU's maps. Boundary monitoring is recorded in "Laporan Pemeriksaan dan Perawatan Patok Batas", the last monitoring was conducted in August – November 2014.</p> <p>There are 85 boundary stones based on HGU map is maintained. During field visit, it was seen that boundary stones is maintained and visibly demarcated along the company's border.</p>	comply

		<p>Scheme Smallholders: The legal boundary pegs is available (concrete and/or wood), the members is known well the boundary each others and along the border put stacking frond as boundary.</p>	
2.2.3	<p>Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance –</p>	<p>There is no land dispute noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear. One of the stakeholder interviewed, head of Lubuk Terap village, there is no land dispute reported from communities.</p> <p>Scheme smallholders: The cooperatives developed as part of PIR-Trans programme. The land was granted directly from government through “Keputusan Menteri Transmigrasi No. Kep.91/MEN/1991 tentang Izin Pelaksanaan Transmigrasi PIR Trans kepada PT Inti Indosawit Subur dengan komoditas kelapa sawit di Lokasi Tungkal Ulu, Kabupaten Tanjung Jabung dan Lokasi Muara Bulian, Kabupaten Batanghari, Provinsi Jambi” dated 29th July 1991. Based on interview with cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti. Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism, involving KUD chairman and meeting with all KUD members.</p>	comply
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>- Major compliance –</p>	<p>There is no land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear.</p> <p>Scheme smallholders: The cooperatives developed as part of PIR-Trans programme. The land was granted directly from government through “Keputusan Menteri Transmigrasi No. Kep.91/MEN/1991 tertanggal 29 Juli 1991 tentang Izin Pelaksanaan Transmigrasi PIR Trans kepada PT Inti Indosawit Subur dengan komoditas kelapa sawit di Lokasi Tungkal Ulu, Kabupaten Tanjung Jabung dan Lokasi Muara Bulian, Kabupaten Batanghari, Provinsi Jambi”. Based on interview with cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti. Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism, involving KUD chairman and meeting with all KUD members.</p>	comply
2.2.5	<p>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</p>	<p>There is no land dispute/land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear.</p>	comply

	<p>affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance –</p>	<p>Scheme smallholders: Based on interview with cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti. Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism. The mechanism including participatory mapping, under supervision from village authorities.</p>	
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur-Tungkal Ulu does not instigate violence in maintaining peace and order for current and planned operation. All complaint, grievance, dispute are resolved through meeting and mediation.</p> <p>Based on interview with local community of surrounding villages, there has never been conflict with company. The relationship between company and local community is in good condition.</p>	comply
<p>Criterion 2.3 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
2.3.1	<p>Maps of an appropriate scale showing the extent of recognised legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Major compliance –</p>	<p>The plantation was as part of PIR-Trans program. The area developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear. One of the stakeholder interviewed, head of Lubuk Terap village, there is no land dispute reported from communities.</p> <p>Scheme smallholders: Based on interview with cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti. Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism. The mechanism including participatory mapping, under supervision from village authorities.</p>	comply
2.3.2	<p>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:</p> <p>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;</p>	<p>PT Inti Indosawit Subur – Tungkal Ulu maintains documentation of the dispute resolution. The resolution mediated by Tanjung Jabung Barat reGENCY decree No.540/236/Pem dated 19th November 2003, related to contribution.</p> <p>Scheme smallholders: The cooperatives developed as part of PIR-Trans programme. The land was granted directly from government through “Keputusan Menteri Transmigrasi No. Kep.91/MEN/1991 tertanggal 29 Juli 1991 tentang Izin Pelaksanaan Transmigrasi PIR Trans kepada PT Inti Indosawit Subur dengan komoditas kelapa sawit di Lokasi Tungkal Ulu, Kabupaten Tanjung Jabung dan Lokasi Muara Bulian, Kabupaten Batanghari, Provinsi Jambi”.</p> <p>Members of the cooperative have been granted with land certificate. Based on interview with</p>	comply

	<p>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;</p> <p>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.</p> <p>- Minor compliance –</p>	<p>cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti.</p>	
<p>2.3.3</p>	<p>All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance –</p>	<p>The land given by government under PIR-Trans programme. Therefore no land compensation process to customary land owner or previous legal owner, since the land was state land. However, company has made all documents relevant to land compensation process – available for public. The documents including agreement on dispute settlement No.10/SSL-RO3/Ext-PT IIS/VI/12 dated 4th June 2012.</p> <p>Scheme smallholders: The land given by government under PIR-Trans programme. Therefore no land compensation process to customary land owner or previous legal owner, since the land was state land. All smallholder members of cooperative granted with land certificate. All of the impact from plasma development was described in the AMDAL document and Social Impact Assessment document.</p>	<p>comply</p>
<p>2.3.4</p>	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>- Major coimpliance -</p>	<p>Communities are free to choose their representation. This is evident in the process detailed on dispute settlement as agreed per letter No.10/SSL-RO3/Ext-PT IIS/VI/12 dated 4th June 2012.</p> <p>Scheme smallholders: Based on interview with cooperative member and smallholders, there is no land dispute in area of KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti.</p>	<p>comply</p>

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	<p>A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders.</p> <p>- Major compliance -</p>	<p>Company demonstrated "Rencana Usaha PT Inti Indosawit Subur – Group Tungkal Ulu". The business plan indicates the planting material Marihat/Dami.</p> <p>Estate and Mill: PT IIS's has 3 Year working plan for Productivity per planting year of the estate, under "Rencana Kerja 3 tahunan, Pengelolaan Minimum 3 tahun Kebun Tungkal Ulu". The plan indicates the target for 2015 (current), as well as 2016, 2017, 2018 and 2019. The estimation based on actual production realization from 2011, 2012, 2013 and actual as of April 2014. The estimation including OER average, KER average, Production cost (Rupiah/tonne CPO) divided between estate cost and mill cost, e.g</p> <p>Projection in 2015:</p> <ul style="list-style-type: none"> - Production FFB in estate (24.30 ton/ha) and Plasma (20.18 tonnes/ha) - OER: 22.73 % - KER: 5.65% - Cost Production: Rp.3,xxx kg/CPO <p>Projection in 2016:</p> <ul style="list-style-type: none"> - Production FFB in estate (23.09 ton/ha) and Plasma (20.18 tonnes/ha) - OER: 22.86 % - KER: 5.70% - Cost Production: Rp.2,xxx kg/CPO <p>Scheme smallholder: PT IIS helps prepared 3 years production budget 2015 – 2017 for all smallholder members. This information builds up for smallholder of PT IIS Tungkal Ulu, totalling 10,277 Ha. Production budget 2015 sets at 226,789 ton – productivity 22.07 ton/Ha. Production budget year 2016 sets at 227,413 ton – productivity 22.13 ton/Ha. Production budget year 2018 sets at 227,858 ton – productivity 22.17 ton/Ha. KUD Sawit Kita: 3 years production budget 2015-2017: planting year 1990, 1991, 1992 and 1993 with total area 1,028 Ha. Production budget 2015 sets at 22,370 ton – productivity 21.76 ton/Ha. Budget 2016 sets at 22,421 ton – productivity 21.81 ton/Ha. Budget 2017 sets at 22,469 ton – productivity 21.86 ton/Ha.</p> <p>KUD Karya Jaya: 3 years production budget 2015-2017: planting year 1991 and 1992 with total area 800 Ha. Production budget 2015 sets at 18,256ton – productivity 22.80ton/Ha. Production budget 2016 sets at 18,296 ton – productivity 22.84ton/Ha. Production budget 2017 sets at 18,324ton – productivity 22.89ton/Ha.</p>
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<p>3.1.2</p>	<p>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.</p> <p>- Minor compliance –</p>	<p>Tungkal Ulu: Replanting program is documented in the budget plan. The budget plan state replanting will be started in 2016 covering (510 Ha) and in 2017 (569 ha), 2018 (578 ha), 2019 (662 ha), 2020 (586 ha), 2021 (636 ha), 2022 (610 ha) and 2022 (593 ha). The replanting map is available. There is adjustment in planting hectarage 2016 (510 Ha) in replanting programme signed 29th January 2015, compared to data in 2013-2014 for replanting year 2016 (550 Ha). This change occurred as result of head of plantation review. Company shows Memorandum No.01/HP/MEMO/FEB/13 from Head of Plantation dated 15th February 2013. The memo defines strategy for replanting preparation and land clearing technique – in order to mitigate Ganoderma and Phelinus infestation. For area high risk ganoderma: Topaz 45% : Socfindo 45% : Lonsum 5% : Dami 5%. For area low risk ganoderma: Topaz 70% : Socfindo 10% : Lonsum 10% : Dami 10%.</p> <p>Scheme Smallholders: KUD Sawit Kita: Replanting plan KUD Sawit Kita SP2 will start on 2015 – 2018. Plan for 2015 for area of 642Ha, KT1 – KT16. Plan for 2016 in area of 188Ha, KT17-KT21. Plan for 2017 replanting for area of 120Ha, KT 22-KT24. Plan for 2018 replanting for area of 78Ha, KT25-KT27. There has not been a review process, replanting plan 2015 for 642 ha postponed.</p> <p>KUD Karya Jaya: Cooperative shows “Rencana Pelaksanaan Replanting Kebun Plasma Tungkal Ulu PT Inti Indosawit Subur” KUD Karya Jaya. The replanting plan will started 2016-2017. Replanting plan 2016 for 400 ha. The replanting plan for 2017 for area of 400 ha and TKD of 10 ha, to be replanted on 2019. There has not been a review process, replanting plan 2016 postponed to 2020.</p> <p>KUD Panca Mukti: “Rencana Pelaksanaan Replanting Kebun Plasma Tungkal Ulu PT Inti Indosawit Subur” KUD Panca Mukti. Replanting plan for 2021 of 540 ha. Replanting plan for 2022 for area of 252 ha.</p> <p>However, a minor NC identified: <i>Scheme smallholder cannot demonstrate yearly review for the replanting programme.</i></p>	<p>Minor NC</p>
<p>PRINCIPLE 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS</p>			

Criterion 4.1 Operating procedures are appropriately documented, consistently implemented and monitored.			
4.1.1	<p>Standard Operating Procedures (SOPs) for estates and mills shall be documented.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur has a set of procedure for plantation operations; composed of procedure for land clearing, road network system, nursery, planting, fertilizer application, integrated weed control, integrated pest management, up to harvesting. The procedures are complemented with work instructions detailing requirement of each activities. All of SOP are collated inside Agricultural Policy Manual ASIAN AGRI Group dated 1st February 2013, consist of 20 types of SOP. The estates operate in accordance with the Agricultural Policies. The mill operates in accordances with the Standard Operating Procedures.</p> <p>Estates: Agricultural Policies, first issue 1 August 2010, covers all aspects of oil palm plantation from land clearing preparation up to harvesting and FFB evacuation.</p> <p>PT Inti Indosawit Subur has a set of procedure for mill/FFB processing operations. The procedure comprise of FFB receiving and grading, FFB processing from receiving up to dispatch of CPO, as well as maintenance of mill machineries. PT IIS is also demonstrates a set of specific procedures for supply chain in the mill. Standard Operating Procedures for Laboratory covering quality checks, losses analysis and product standards. The mill revised Policy Manual was dated 26th August 2011. No any revision since 2014 up to now.</p> <p>The procedure complemented with work instructions indicating specific parameter/requirement for each process/activities.</p> <p>Document seen: Mill Policy Manual. Additional SOP for Supply Chain: Traceability AA-MPM-OP-1400.17-R3, dated 23rd October 2013;</p> <p>Scheme smallholders: KUD/cooperative refers to Agricultural Policy Manual issued by PT IIS – Tungkal Ulu. The Manual comprise of seedling preparation, pest and disease control, fertilizer application, spraying, pest control, IPM, harvesting, pruning, road maintenance and transport, and FFB harvesting.</p>	comply
4.1.2	<p>A mechanism to check consistent implementation of procedures shall be in place.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur has a mechanism to conduct internal audit. Standar Operating Procedures – Audit Internal No.SOP AA-SOP-ES-6001-R2 dated 15th August 2014.</p> <p>Tungkal Ulu POM visited by internal audit team, purpose of visit to control quality of process. Mill managers are responsible for daily monitoring and reporting of mill production, quality and supply chain.</p> <p>Tungkal Ulu estate visited by plantation advisor. Estate managers and each managerial level are responsible for daily monitoring of plantation upkeep, production, infrastructure reliability, and other field activities.</p> <p>PT IIS Tungkal Ulu has internal audit agronomy to checks the compliance of work; this internal audit to verify the quality of harvesting, fertilizer application and spraying works.</p>	comply

		<p>Mill: Visiting Engineer: at least once a year. VE in 2014 was conducted on 28 – 30th January 2015 by TCJ Thomas, CAP is followed up by mill. Based on corrective action, mill competency scoring is 81 %.</p> <p>Scheme smallholders: Monitoring consistent implementation at scheme smallholder through visit by Head Plasma. Latest visit recorded on 7-9th April 2015.</p>	
4.1.3	<p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance –</p>	<p>Estate and mill carry out daily monitoring through field inspection records and mill inspection records. It is a routine that the estate and mill management prepare monthly reports and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report. Estate shows VA report No.KTU/VA/FULL 01-14 date of visit 23-26th August 2014. Management shows Action Plan Kunjungan VA, a summary of action plan as response to VA visit. Records of "Internal audit Sustainability Integrasi" is available, date of visit 22nd January 2015. Correction and corrective action result has been provided.</p> <p>Monthly report in Mill is documented in "Laporan Unit Pabrik", LUP and Mill Operation Summary is covering: Mill legal permit, facilities, manpower, operator permit, Working daily, Accident report, payment salary, overtime, FFB received, CPO and PK Production, OER, KER, laboratory, water treatment, FFB quality, environmental, UKL – UPL, monitoring of POME, cost production, maintenance, storage, etc, e.g. LUP and Mill Operation Summary in May 2015 is verified.</p> <p>Scheme smallholders: Monitoring consistent implementation at scheme smallholder through visit by Head Plasma. Latest visit recorded on 7-9th April 2015. A number of issues identified such as unripe FFB above 10%, harvesting rotation twice a month, poor road condition, etc. Action plan prepared. Harvest market inspection dated 23rd May 2015 for KUD Sawit Kita: KT16 (1,217 ripe bunches, 33 unripe bunches and 9 empty bunches) and KT 24 (674 ripe bunches, 12 unripe bunches and 5 empty bunches).</p>	comply
4.1.4	<p>The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).</p> <p>- Major compliance -</p>	<p>Tungkal Ulu Palm Oil Mill maintains daily records of all FFB received. The records show the origin, weight, transporter details and other details of the FFB received. Tungkal Ulu Mill is able to present database of supplier.</p> <p>FFB incoming from third parties is recorded daily basis and incorporated into the Monthly Report. The third parties FFB supplied from Plasma (Included in the certificate scope), and others supplier is not certified, e.g. independent smallholders, record shown that the Tungkal Ulu POM was received</p>	comply

		FFB from third parties in 2015 up to May 2015 is 36,907 tonnes.	
Criterion 4.2			
Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
4.2.1	<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>Estate field standard are documented for all estates and management is by Agricultural policy and SOP's. A number of specific operating procedures is in place to manage fertility through application of fertilizer and other organic matter as nutrition.</p> <p>Chapter 14 – Fertilizer Policy No.OP/C14/06/01 dated 1st June 2006 explains fertilizer recommendation, empty bunches mulching, Mature and immature fertilizer regime; Chapter 15 – Fertilizer sampling Policy for Quality Control No.OP/C15/06/01 dated 1st June 2006; Chapter 16 – Sample taking Policy No.OP/C16/06/01 tanggal 1 Juni 2006 explains sample taking, sampling on the ground, vegetative measurement, sampling frequency, etc.;</p> <p>SOP Fertilizer Application MAT 4 ver.1 dated 1st September 2010 related to oil palm fertilizer; SOP POME Application MAT 20b related to Palm Oil Mill Effluent utilization as liquid nutrient;</p> <p>Scheme smallholders: The cooperatives are following PT Inti Indosawit Subur's procedures to maintain soil fertility. The procedures comprise of fertilizer application and cover crop planting. Cooperatives follow these procedures; leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and to provide information of nutrient requirement and fertilizer recommendation. Anorganic fertilizer application follows fertilizer recommendation. Another effort is to plant legume cover crop.</p>	comply
4.2.2	<p>Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>Fertilizer recommendation and actual implementation is recorded under "Rekomendasi Pemupukan (Revisi) PT Inti Indosawit Subur – Tungkal Ulu tahun 2015". The fertilizer recommendation defines the fertilizer recommendation per afdeling, type of fertilizer, dosage per palm, total tonnage, month of application.</p> <p>Block A90g, planting year 1990, 33 Ha. Recommendation ZA 2.5kg/palm; total applied 8,920 kg in January-February 2015.</p> <p>Block A90h, planting year 1990, 49 Ha. Due for replanting in 2017 – no fertilizer recommended.</p> <p>Block B91d, planting year 1991, 101 Ha, mineral soil, rolling/hilly area. Recommendation ZA 2.5kg/palm; total applied 25,398 kg in January 2015. Recommendation for MOP 0.75kg/palm; Total applied 7,619 kg in February-March 2015. Recommendation for dolomite 1kg/palm; Total application 10,159 in March 2015. Recommendation for EFB 370kg/palm; total application 3,758,830 kg from January – May 2015.</p> <p>Block B91f, planting year 1991, 73 Ha, mineral soil, rolling/hilly area. No recommendation for EFB; total application 87,780 kg for January – February 2015.</p>	comply

		<p>Scheme smallholders: Fertilizer recommendation and actual implementation is recorded. KUD Sawit Kita: KT 9, Planting year 1990, total 40 ha. Recommendation for fertilizer ZA 2.25 kg/palm; total application 11,250 kg in February 2015. Recommendations for fertilizer MOP 1.75 kg/palm; Aplikasi total 8,750kg in February 2015. Recommendation for fertilizer dolomite/kieserite 1 kg/palm; Aplikasi total 5,000 kg in Maret 2015. Rekomendasi HGFB 100 gram/palm; Aplikasi total 500kg in April 2015. KUD Karya Jaya: KT12 Barokah: Tahun tanam 1994, luas 40Ha. Recommendation for fertilizer ZA 2.25 kg/palm; Aplikasi total 11,250kg in February 2015. Recommendation for fertilizer MOP 1.75 kg/palm; Aplikasi total 8,750kg in February 2015. Recommendation for fertilizer dolomite/kieserite 1 kg/palm; Aplikasi total 5,000kg in March 2015. Recommendation for fertilizer HGFB 100 gram/palm; Aplikasi total 500kg in April 2015. KUD Panca Mukti: KT4 Tunas Muda: Tahun tanam 1993, luas 54 Ha. Recommendation for fertilizer ZA 2.25 kg/palm; Aplikasi total 15,188 kg in February 2015. Recommendation for fertilizer MOP 1.75 kg/palm; Aplikasi total 11,813kg in February 2015. Recommendation for fertilizer Kieserite 1 kg/palm; Aplikasi total 6,750kg in March 2015. Recommendation for fertilizer HGFB 100 gram/palm; Aplikasi total 675kg in April 2015.</p>	
4.2.3	<p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance –</p>	<p>Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical & QC Laboratory. The latest foliar analysis carried out June 2014, as base for fertilizer recommendation 2015. Document seen: Foliar Analysis Report No.086/INT/R&D/JUL/L/14 dated 3rd July 2014, sampled from block C91A – C91H, C93A, C93B; Afdeling III; Foliar Analysis Report No.074/INT/R&D/JUN/L/14 dated 26th June 2014, sampled from block B91e, B91f, B91g, B91h; Afdeling II; Soil Analysis carried out in September 2010. Reported under “Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Tungkal Ulu”. Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium.</p> <p>Scheme smallholders: Periodic tissue sampling carried out back in 2013 for plasma. Leaf sample taken from KUD Sawit Kita, KUD Karya Kita, KUD Karya Jaya, KUD Panca Mukti, KUD Sari Bumi, KUD Sawit Mulya, KUD Agro Makmur, KUD Harapan Jaya.</p>	comply

4.2.4	<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>The company applied EFB to increase the soil fertility, e.g. applied 2,623 tonnes EFB in Block A91a (47 ha = 4,794 palm tree). Total EFB applied from January up to May 2015 is 17,978 tonnes. The company also applied POME in Land Application (LA), e.g. applied 11,909 MT in January 2015, 9,654 M3 in February 2015 and 9,849 M3 in March 2015. Applied Decanter Solid 2,354.76 tonnes up to May 2015.</p> <p>Scheme Smallholders: No smallholders applied EFB and effluent</p>	comply
<p>Criterion 4.3 Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>Soil Analysis carried out in September 2010. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Tungkal Ulu". Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium. Soil suitability: S2 2,357.5Ha (47.3%) with limiting factor of low natural fertility with low pH; S3 2,200.1 Ha (44.7%) with limiting factor of topographic condition (slope 15-30%); N1 (not suitable) 391.4 Ha (8%) with limiting factor of slope more than 30%.</p> <p>Scheme smallholder: PT Inti Indosawit Subur – Tungkal Ulu prepared soil map based on soil type map, as per amdAL document. The soil type for smallholder area explains under "Peta Group Tanah dan Geologi".</p>	comply
4.3.2	<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>Continuous Improvement Plan Kebun Tungkal Ulu is to have continuous terrace, road drainage, drain maintenance. Implementation of terrace under "Rekapitulasi Program Teresan Manual 2015". Program is to have 2,331 meters in Afdeling I; 10,346 meters in Afdeling II; 1,338 meters in Afdeling III; 14,765 meters in Afdeling IV; 3,977 meters in Afdeling V; 2,231 meters in Afdeling VI. Actual manual terrace construction is 100 meters in Afdeling I for January, 300 meters in Afdeling III for February and 600 meters in Afdeling III for May 2015. Planning for road drainage 2015 is 295 units. Record of implementation in <i>January 2015</i> Afdeling constructed I 15 units, Afdeling II constructed 18 units, Afdeling III constructed 21 units, Afdeling IV constructed 13 units, Afdeling V constructed 15 units, Afdeling VI constructed 10 units. In <i>February 2015</i> Afdeling constructed I 19 units, Afdeling II constructed 8 units, Afdeling III constructed 10 units, Afdeling IV constructed 14 units, Afdeling V constructed 19 units, Afdeling VI constructed 15 units. In <i>March 2015</i> Afdeling I constructed 22 units, Afdeling II constructed 18</p>	comply

		<p>units, Afdeling III constructed 23 units, Afdeling IV constructed 25 units, Afdeling V constructed 22 units, Afdeling VI constructed 28 units.</p> <p>Drain maintenance programmed for 400 units in 2015. Record shows in January 2015 company has 100 unit drains maintained in Afdeling I. In February 2015 company has 300 unit drains maintained in Afdeling III.</p> <p>Scheme smallholder: Cooperative follows PT Inti Indosawit Subur's procedure for land clearing stated that no land clearing should performed on area with slope >40%. The strategy implemented by cooperatives is frond stacking and maintain natural vegetation as cover crop. Specific for low-laying area, the strategy is to maintain cover crop, drainage ditch and frond stacking. Based on semi-detail soil survey map and field visit – there is 2,854 Ha area with limiting factors of topography and poor drainage.</p>	
4.3.3	<p>A road maintenance programme shall be in place.</p> <p>- Minor compliance –</p>	<p>Road maintenance programme is available in Tungkal Ulu estate.</p> <p>Scheme smallholders: KUD Sawit Kita: Road maintenance programme is available in form of planning for levy deducted from each kg FFB sold from KUD. The deduction for road maintenance carried out by KUD. Total deduction made is Rp.10/kg FFB produced. KUD Karya Jaya: Road maintenance programme is available in form of deduction per kg FFB. The road maintenance performed by village official. Report submitted to cooperative on monthly basis during "Forum Komunikasi Kelompok Tani". KUD Panca Mukti: Road maintenance programme is not available. Based on field visit, the road is in poor condition. A lot of pot holes during visit to KT3, KT4 and KT9.</p> <p>A minor NC issued for this indicator: <i>At a scheme smallholder cooperative, road maintenance programme was not available. Based on field visit, the road was in poor condition.</i></p>	Minor NC
4.3.4	<p>Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place.</p> <p>- Major compliance –</p>	<p>Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT Inti Indosawit Subur – Tungkal Ulu plantation.</p> <p>Scheme smallholders: Based on soil map, there is no peat soil in the area of KUD Sawit Kita. Furthermore, base on field visit there is no peat soil on farmer plots.</p>	comply
4.3.5	<p>Drainability assessments shall be required prior to replanting on peat to determine the</p>	<p>Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT Inti Indosawit Subur – Tungkal Ulu plantation.</p>	comply

	<p>longterm viability of the necessary drainage for oil palm growing.</p> <p>- Minor compliance –</p>	<p>Scheme smallholders: Based on soil map, there is no peat soil in the area of KUD Sawit Kita. Furthermore, base on field visit there is no peat soil on farmer plots.</p>	
4.3.6	<p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>- Minor compliance –</p>	<p>Based on semi-detailed soil survey, there is no peat soil in Tungkal Ulu Estate. Recommendation for area with steep slope (>30%) is not to open. Recommendation for area with low natural fertility is to apply EFB. Block B91d, planting year 1991, 101 Ha, mineral soil, rolling/hilly area. Recommendation for EFB 370kg/palm; total application 3,758,830 kg from January – May 2015. Block B91f, planting year 1991, 73 Ha, mineral soil, rolling/hilly area. No recommendation for EFB; total application 87,780 kg for January – February 2015. Block D91c, planting year 1991, 85 Ha, mineral soil, rolling/hilly area. Recommendation for Solid 70kg/palm; total application 782,670kg from February-May 2015.</p> <p>Scheme smallholders: KUD Sawit Kita: Farmer implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants. This best management practices implemented at a number of farmer plot of KUD Sawit Kita, where slope identified >25%. KUD Karya Jaya: Farmer implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants. This best management practices implemented at a number of farmer plot of KUD Karya Jaya, where slope identified >25%.</p>	comply
Criterion 4.4			
Practices maintain the quality and availability of surface and ground water.			
4.4.1	<p>An implemented water management plan shall be in place.</p> <p>- Minor compliance –</p>	<p>The company has established water management plan, consist of management water supply for domestic, water consumption and measurement of water quality.</p> <p>The company has conducted measurement of water quality regularly and consistent, the result shown that water quality is complies with national regulation.</p>	comply
4.4.2	<p>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.</p> <p>- Major compliance -</p>	<p>The water used for domestic purposes comes from the surface water then pumped into the tank and supplied to the employee residences. To maintain the water source, the company have been planted the native trees around along rivers.</p> <p>The company has demarcated 50 metres (left and rights side) along the small river) and 100 metres for large river as riparian zones and no any spraying in those areas to prevent chemical contamination into the river.</p>	comply

		SOP for maintaining riparian zone is under SOP AA-APM-OP-1100.05. R1 "Konservasi Tanah dan Air", it is stated that at during land clearing area along the river shall be conserved.	
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 –	The BOD of the treated Mill effluent discharge was maintained consistently less than 5,000 mg/L throughout 2014 and 2015. The independent Laboratory (UPTB Laboratorium Lingkungan Daerah Provinsi Jambi) collects samples and tests the effluent discharge monthly for compliance. Review of the results for the BOD POME Monitoring complied with all effluent discharge licence parameters (KepmenLH No. 28 with regards to BOD limits of effluent discharge for land application), e.g. BOD monitoring result in January 2015 is 3,220 mg/L, Februaryb 2015 (1,089 mg/L), March 2015 (4,820 mg/L), No BOD result monitoring more than 5,000 mg/L as regulated by Government. Estate and Scheme Smallholders: Not Applicable	comply
4.4.4	Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance –	Mills monitor the use of water includes monitoring of water usage for mill processing and domestic usage. Result of water usage monitoring is recorded under "Mill Operation Summary 2014". Review on record confirmed met with the approved budget for processing and domestic, Record of water usage for FFB processed is recorded in "Data Monitoring Pemakaian Air PMB", e.g. average water usage in 2015 up to May 2015 is 0.99 MT/tonnes TBS. Estate and Scheme Smallholders: Not Applicable	comply
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 -	IPM Plan includes early warning system and the planting of beneficial plants. Records of bagworm census and black bunch census from each estate are available. From these records no infestation above economic threshold. Laporan Hama dan Penyakit 2015 is available. Census carried out for leaf eating caterpillar: <i>Setothosea asigna</i> , <i>Setora nitens</i> , <i>Mahasena corbetti</i> , <i>Birhosea bisura</i> , <i>Olonia gateri</i> , <i>Calteara horsefieldi</i> . No sign of infestation above threshold. Rencana Pengendalian Serangan Hama Ulat Pemakan Daun Tungkal Ulu Estate: shows no planning for control of leaf eating caterpillar with chemical use. Rekapitulasi Hasil Sensus Serangan Tikus & Tirathaba is available. Record of rat and tirathaba attack period January – May 2015, shows no rat attack above threshold. Sample taken: April 2015, Afdelin I, rat attacked 58 new palms from 9,160 palms in census row – 0.63% new attack. Integrated Management Plan Replacement of barn owl boxes, 78 boxes. Planting host plant, planning in 2015 is to plant 6,800. Actual implementation in January 2015	comply

		<p>planted 500 in Afdeling II, 800 Afdeling III. February 2015 planted 500 in Afdeling II, 200 in Afdeling III and 200 in Afdeling V. March 2015 planted 700 in Afdeling I, 1000 in Afdeling II, 500 in Afdeling III, 200 in Afdeling IV, 500 in Afdeling V. April 2015 planted 500 in Afdeling II, 400 in Afdeling III, 500 in Afdeling V and 300 in Afdeling VI.</p> <p>Scheme smallholders: KUD Sawit Kita: Records of pest monitoring/census are available to monitor the pest attack of nettle caterpillar and bagworm from January – May 2015. The result shows no pest infestation above economic threshold. Farmer groups installed barn owl boxes, to control the rat infestation. These barn owl boxes found on KT 9, KT 24 and KT25 under KUD Sawit Kita. Beneficial plant such as Turnera subulata planted on KT20, plot number 419. Planting Cassia tora on KT10, KT14, KT15 and KT16. KUD Karya Jaya: The cooperative is using early warning system to minimize pest and disease infestation. Records of pest monitoring/census are available to monitor the pest attack of nettle caterpillar and bagworm from January – May 2015. The result shows no pest infestation above economic threshold. Farmer groups installed barn owl boxes, to control the rat infestation. These barn owl boxes found on KT 17 and KT 20 under KUD Karya Jaya. KUD Panca Mukti: "Perhitungan Serangan Hama Penyakit Pemakan Daun" period Januari – May 2015. "Formulir Sensus Kandang Burung Hantu dan KBH" – monitoring of barn owl January 2015, April 2015 – 4 barn owl boxes active. Program Kandang Burung Hantu KBH at KT8, KT15, KT16 to be placed in 2015.</p>	
4.5.2	<p>Training of those involved in IPM implementation shall be demonstrated.</p> <p>- Minor compliance –</p>	<p>Training records for staff on IPM implementation were available and verified to be satisfactory during on-site assessment. Training records seen from Tungkal Ulu estate comprise of pest and disease management and weed management. Pest and Disease Clinic dated 26th November 2014, attended by 30 personnels from managers to field supervisor level.</p> <p>Scheme smallholders: KUD Sawit Kita: The latest IPM training recorded on 25th November 2013 for 44 members. KUD Karya Jaya: Pelatihan Pengendalian Hama Terpadu dated 25th May 2015, attended by 19 representatives. KUD Panca Mukti: Notulen Penyakit Hama Terpadu dated 8th October 2011, attended by 30 representatives. Pelatihan Pengendalian Hama Terpadu dated 26th November 2013, attended by 6 representatives from KUD Panca Mukti.</p>	comply

Criterion 4.6																						
Pesticides are used in ways that do not endanger health or the environment.																						
4.6.1	<p>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.</p> <p>- Major compliance -</p>	<p>The justification of pesticide used is explained under company procedure. PT Inti Indosawit Subur shows "SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1" dated 1st November 2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), <i>Aystasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p> <p>Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output.</p> <p>Interview with herbicide sprayer, they understand the target species and active ingredients to control them. Sprayer shows knowledge on minimizing chemical impact on beneficial weed.</p> <p>Scheme smallholders: The members of the Scheme Smallholders have agreed with the PT Inti Indosawit Subur to eliminate paraquat use. Herbicide applied by trained sprayers of PT Inti Indosawit Subur. Record of herbicide application shows there is no use of agrochemicals categorized as WHO Type 1A or 1B within smallholder blocks.</p>	comply																			
4.6.2	<p>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.</p> <p>- Major compliance -</p>	<p>Records of pesticide use (including active ingredients used and their LD50, area treated amount of active ingredient applied per Ha and number of applications) had been maintained and kept by Agronomy, starting from 2013. Verified that records of monitoring were satisfactory.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Active Ingredients</th> <th>2014 budget (litres)</th> <th>2014 actual (litres)</th> <th>2015 budget (litres)</th> <th>March 2015 actual (litres)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td style="text-align: center;">583</td> <td style="text-align: center;">172</td> <td style="text-align: center;">297</td> <td style="text-align: center;">14</td> </tr> </tbody> </table> <p>Scheme smallholders: Scheme manager demonstrate "Rekapitulasi Rencana dan Realisasi TUS Semprot piringan, pasar pikul dan gawangan s/d Mei 2015" – record of use up to May 2015:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Active Ingredients</th> <th>2015 budget (litres)</th> <th>May 2015 actual (litres)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td style="text-align: center;">2651.1</td> <td style="text-align: center;">2604.6</td> </tr> <tr> <td>Glyphosate</td> <td style="text-align: center;">4,651</td> <td style="text-align: center;">636.5</td> </tr> </tbody> </table>	Active Ingredients	2014 budget (litres)	2014 actual (litres)	2015 budget (litres)	March 2015 actual (litres)	Paraquat	583	172	297	14	Active Ingredients	2015 budget (litres)	May 2015 actual (litres)	Paraquat	2651.1	2604.6	Glyphosate	4,651	636.5	comply
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		Fluoroxypir	1,162.8		159.1																																																						
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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>It is the policy to minimize the use of pesticide in accordance to IPM plan. No prophylactic use of pesticide had been carried out at the estates for the period concerned. The pesticide reduction program is monitored on usage per hectare basis. Overall, it has shown a decline.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 25%;">Active Ingredients</th> <th style="width: 12.5%;">2014 budget (litres)</th> <th style="width: 12.5%;">2014 actual (litres)</th> <th style="width: 12.5%;">2015 budget (litres)</th> <th style="width: 12.5%;">March 2015 actual (litres)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td style="text-align: right;">583</td> <td style="text-align: right;">172</td> <td style="text-align: right;">297</td> <td style="text-align: right;">14</td> </tr> <tr> <td>Glyphosate</td> <td style="text-align: right;">5,174</td> <td style="text-align: right;">4,485</td> <td style="text-align: right;">5,290</td> <td style="text-align: right;">1,052</td> </tr> <tr> <td>Fluoroxypir</td> <td style="text-align: right;">761</td> <td style="text-align: right;">1,079</td> <td style="text-align: right;">585</td> <td style="text-align: right;">281</td> </tr> <tr> <td>Triclophyr</td> <td style="text-align: right;">505</td> <td style="text-align: right;">124</td> <td style="text-align: right;">399</td> <td style="text-align: right;">121</td> </tr> <tr> <td>Methyl metsulfuron</td> <td style="text-align: right;">47</td> <td style="text-align: right;">401</td> <td style="text-align: right;">183</td> <td style="text-align: right;">101</td> </tr> <tr> <td>2,4 Dimethyl Amine</td> <td style="text-align: right;">0</td> <td style="text-align: right;">51</td> <td style="text-align: right;">130</td> <td style="text-align: right;">4</td> </tr> </tbody> </table> <p>Scheme smallholders: Scheme manager demonstrate 'Rekapitulasi Rencana dan Realisasi TUS Semprot piringan, pasar pikul dan gawangan s/d Mei 2015" – record of use up to May 2015:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Active Ingredients</th> <th style="width: 25%;">2015 budget (litres)</th> <th style="width: 30%;">May 2015 actual (litres)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td style="text-align: right;">2651.1</td> <td style="text-align: right;">2604.6</td> </tr> <tr> <td>Glyphosate</td> <td style="text-align: right;">4,651</td> <td style="text-align: right;">636.5</td> </tr> <tr> <td>Fluoroxypir</td> <td style="text-align: right;">1,162.8</td> <td style="text-align: right;">159.1</td> </tr> <tr> <td>Triclophyr</td> <td style="text-align: right;">31.1</td> <td style="text-align: right;">26.2</td> </tr> <tr> <td>Methyl metsulfuron (kg)</td> <td style="text-align: right;">831.8</td> <td style="text-align: right;">432.2</td> </tr> </tbody> </table>				Active Ingredients	2014 budget (litres)	2014 actual (litres)	2015 budget (litres)	March 2015 actual (litres)	Paraquat	583	172	297	14	Glyphosate	5,174	4,485	5,290	1,052	Fluoroxypir	761	1,079	585	281	Triclophyr	505	124	399	121	Methyl metsulfuron	47	401	183	101	2,4 Dimethyl Amine	0	51	130	4	Active Ingredients	2015 budget (litres)	May 2015 actual (litres)	Paraquat	2651.1	2604.6	Glyphosate	4,651	636.5	Fluoroxypir	1,162.8	159.1	Triclophyr	31.1	26.2	Methyl metsulfuron (kg)	831.8	432.2	comply
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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>Paraquat is not banned in Indonesia. However, it is the policy to minimize the use of pesticide in accordance to IPM plan.</p>	comply											
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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>Agrochemical is only handled, used and applied by trained personnel. Based on field visit to chemical store, and interview with the storekeeper, they admit to have proper training. The chemical store equipped with MSDS, appropriate PPE (face shield, respirator, apron, gloves and rubber boot) and emergency equipment – in the case of spillage or exposure. Company provides training on pesticide handling. Pelatihan Pestisida Terbatas dated 27th November 2014, attended by 29 sprayers. Sample: Ms. Lisa, Edwin Rinaldi, Wulansari, Muryati, Parsini; certificate No.21/KP3/XI/2014 – valid for 5 years.</p>	comply											
		<p>Scheme Smallholder: KUD Sawit Kita: All of KUD Karya Jaya members (farmer) are using "Team Unit Semprot/TUS" service in performing weed control/spraying. KUD Karya Jaya: All of KUD Karya Jaya members (farmer) are using "Team Unit Semprot/TUS" service in performing weed control/spraying.</p>												
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>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p>	comply											
4.6.7	<p>Application of pesticides shall be by proven methods that minimise risk and impacts.</p> <p>- Minor compliance -</p>	<p>Pesticides had been applied using the Best Management Practices that minimize risk and impacts. The agrochemical storekeepers, supervisors and sprayers found to understand the use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques.</p>	comply											
4.6.8	<p>Pesticides shall be applied aerially only where there is documented justification. Communities</p>	<p>There is no aerial application of pesticides in all operating units.</p>	comply											

	<p>shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application.</p> <p>- Major compliance -</p>		
4.6.9	<p>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).</p> <p>- Minor compliance –</p>	<p>Periodic training on pesticide handling had been carried out for the workers. Information on the pesticides displayed on the agrochemical storage. Agrochemical is only handled, used and applied by trained personnel. Based on field visit to chemical store, and interview with the storekeeper, they admit to have proper training. The chemical store equipped with MSDS, appropriate PPE (face shield, respirator, apron, gloves and rubber boot) and emergency equipment – in the case of spillage or exposure.</p> <p>Company provides training on pesticide handling. Pelatihan Pestisida Terbatas dated 27th November 2014, attended by 29 sprayers. Sample: Ms. Lisa, Edwin Rinaldi, Wulansari, Muryati, Parsini; certificate No.21/KP3/XI/2014 – valid for 5 years.</p> <p>Scheme Smallholder: KUD Sawit Kita: All of KUD Karya Jaya members (farmer) are using “Team Unit Semprot/TUS” service in performing weed control/spraying. KUD Karya Jaya: All of KUD Karya Jaya members (farmer) are using “Team Unit Semprot/TUS” service in performing weed control/spraying.</p>	comply
4.6.10	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance –</p>	<p>The company store hazardous waste in temporary storage with permit No.660/476/IX/BLHD/2014, dated 23rd September 2014 by Bupati Tanjung Jabung Barat. Hazardous waste sent to the registered collector (PT. Shali Riau Lestari), register approval from Environmental Ministry No. 237, year 2011, dated 8th November 2011). Balance sheet, Neraca Limbah B3 is updated. Berita Acara Pengambilan Limbah B3 PT IIS oleh PT Shali Riau Lestari, dated 31st March 2015. Manifest No.AAO003958 for 9 drums of empty chemical container. All hazardous waste sent with truck No.BM 9380 TI.</p> <p>Scheme smallholders: KUD Karya Jaya: All of KUD Karya Jaya members (farmer) are using “Team Unit Semprot/TUS” service in performing weed control/spraying. KUD Panca Mukti: All of KUD Panca Mukti members (farmer) are using “Team Unit Semprot/TUS” service in performing weed control/spraying.</p> <p>However, a minor NC issued for this indicator: <i>A number of scheme smallholders were not able to demonstrated knowledge on proper disposal of empty pesticide container.</i></p>	NC Minor

4.6.11	<p>Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Company provided specific medical check up for all sprayers, comprise of blood test, urinal test, rontgen and spirometric test. The medical check up carried out on annual basis. Latest medical check up carried out in 22-23rd April 2015.</p> <p>Chemical store: Erdi, Irwandi Afdeling I Sprayer: Sutarni, Opi Dahlisa, Ismutazilah Afdeling IV Sprayer: Tamsini, Kartini, Parsini Afdeling III Fertilizer: Suryati, Ningsih Simbolon, Yulianti</p> <p>Scheme smallholders: Company provided specific medical check up for all sprayers, comprise of blood test, urinal test, rontgen and spirometric test. The medical check up carried out on annual basis. Latest medical check up carried out in 22nd April 2015. Tim Unit Semprot for scheme smallholder comprise of: Jumadi, Wagini, Daswini, Sawinah, Djino Arifandi, Mistiani, Hasanah.</p>	comply
4.6.12	<p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance –</p>	<p>Estate performed monthly pregnancy check for the female sprayers. It was verified from records, field inspections and interviews that no pregnant or breastfeeding woman can work as pesticide operator.</p> <p>Record of pregnancy test is sited for period January – May 2015. Record seen "Berita Acara Tes Kehamilan dated 21st May 2015". Sample verified Mrs.OD, Mrs.It, Mr.W, Mrs.Sti,</p> <p>Scheme smallholders: Cooperative is coordinating their member, using service from PT IIS's spraying team. Same standard applied for sprayers for scheme smallholder's plot. Record seen "Berita Acara Tes Kehamilan dated 21st May 2015", sample verified: Mrs.NS, Mrs,Yli, Mrs.Ti, Mrs.K, Mrs.P.</p>	comply
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p> <p><i>Specific Guidance for 4.7.7: The National Interpretation will define the metrics for LTA. For countries where there are no national interpretations, the growers will determine their own metrics.</i></p>			
4.7.1	<p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p>	<p>The health and safety policy is cited from "Kebijakan Perusahaan" signed by top management 1st December 2014. Chapter 4 mentioned "...to determine measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement."</p> <p>The safety report has been sent to manpower office on monthly basis. Safety reports for period January 2015 sent on 24th February 2015. Safety reports for period February-April 2015 sent on 10th June 2015.</p>	comply

		<p>PPE checklist to monitor the use of PPE for each work activity. Example: Provision of masker and hand gloves to 18 fertilizer applicators on 2nd April 2014. Provision of helmet to 10 harvesters from Afdeling III on 21-25th April 2015.</p> <p>Mill: HIRADC is updated regularly as documented in "Hazard identification & Risk Assessment and Control / Analisa Resiko" for each station. Approval P2K3 no. 560/681/4.3/DSTKT 2015, dated June 2015.</p> <p>Scheme smallholders: KUD Sawit Kita, KUD Karya Jaya, KUD Panca Mukti: each cooperative is able to demonstrate "Kebijakan Koperasi", where the document indicates the policy to prevent accident and occupational disease through continuous improvement.</p>	
4.7.2	<p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>HIRADC is updated on 30th April 2015. HIRADC has identified all activity and location. Company provides PPE for workers. Example: On 29th April 2015, company provides helmets for 10 pruning workers.</p> <p>A number of risk assessments were not consistently calculated. HIRADC identify activity from filling palm shell into boiler risk in breathing damage, risk level at 5 (supposed to be fatality) – resulting in high risk (20).</p> <p>Mill: HIRADC is updated regularly as documented in "Hazard identification & Risk Assessment and Control / Analisa Resiko" for each station.</p> <p>Approval P2K3 no. 560/681/4.3/DSTKT 2015, dated June 2015.</p> <p>Scheme smallholders: KUD Sawit Kita: KUD Sawit Kita prepared a simple HIRADC document, titled "Pedoman Kesehatan dan Keselamatan Kerja (K3)", covering all activity within KUD scope. The type of activity covered such as: harvesting (use of axe, hook, sickle and harvesting pole) – means of control: use of PPE (helmet, shoes and sickle cover) and warning sign to use PPE. KUD Karya Jaya: KUD Karya Jaya prepared a simple HIRADC document, titled "Pedoman Kesehatan dan Keselamatan Kerja (K3)", covering all activity within KUD scope. The type of activity covered such as: FFB transport (use of FFB pole) – means of control: use of PPE (helmet, shoes and sickle cover) and warning sign to use PPE.</p>	comply

		<p>KUD Karya Jaya need to identify the risk from other activity such as distribution of LPG gas.</p> <p>KUD Panca Mukti: KUD Panca Mukti prepared simple HIRADC register titled "Pedoman Kesehatan dan Keselamatan Kerja" covering all activity within KUD scope. The type of activity covered such as: FFB transport (use of FFB pole) – means of control: use of PPE (helmet, shoes and sickle cover) and warning sign to use PPE.</p> <p>Medical surveillance noise level for Boiler operator (Mr. Rusli and Mr. salomo), the result audiometri is "Normal".</p>	
4.7.3	<p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>Training programme planned for year 2015 was consistently implemented. The programme includes training for all categories of workers. Evidence of adequate and appropriate training on safe working practices provided to:</p> <ul style="list-style-type: none"> - workers exposed to machinery and high noise levels, - heavy machinery operators, - harvesters - pesticides operators <p>Training also provided on use of fire extinguishers and fire drill, awareness and understanding of MSDS/CSDS and first aid.</p> <p>Employees interviewed confirmed to be provided with safety training relating to their work at least once a year by the qualified Safety & Health Officer and training records are available. Evaluation carried out on each training programme to determine its effectiveness. All staff and mill employees attended the training as indicated in the records maintained.</p> <p>Mill: Based on documents review that all operators have trained and had "SIO", e.g.</p> <ul style="list-style-type: none"> - Mr. BR (loader operator) holds license No.11.10035-OPK3-PAA-VII/2011 valid until 29th July 2016 - Mr. AK (Sterilizer operator) holds license No.11.1316-OPK3-PUBT-B.I/IX/2011 valid until 21st September 2016. - Mr. AR (Electrician) No.0029/TK3-LIST/II/2014, , valid until 27th February 2017 	comply
4.7.4	<p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p>	<p>Safety committee structure is available. Safety committee has been approved through "Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Kabupaten Tanjung Jabung Barat No.560/680/4.3/DSTKT/2015 tentang Pengesahan Perubahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT Inti Indosawit Subur Tungkal Ulu" dated June 2015.</p> <p>Estate manager is responsible for implementation of safety management system. Appointed safety officer is Rahmad Adventa H. Training certificate and appointment letter is in process.</p> <p>Safety meeting on monthly basis. Safety meeting dated 30th April 2015 discussing 7 accidents occurred in March 2015, reviewing HIRADC register, discussing top 10 diseases, revise the</p>	comply

	<p>- Major compliance -</p>	<p>emergency response team structure, follow up issues from latest meeting. Safety meeting dated 30th March 2015 discussing 3 accidents occurred in March 2015, reviewing HIRADC register, discussing top 10 diseases. Safety talk and Use of PPE to harvester and FFB loader dated 11th May 2015, attended by 20 representatives from each Afdeling.</p> <p>Scheme smallholders: KUD Sawit Kita: Person in charge for health and safety, as well as emergency situation is chairperson of KUD, Mr.AK. Meeting discussing health and safety issue "Notulen Pelatihan Kesehatan dan Keselamatan Kerja untuk Petani Plasma" dated 12th November 2014. KUD Karya Jaya: H.R, the cooperative chairperson is the person responsible to health and safety. Meeting discussing health and safety issue 13th August 2015; KUD Panca Mukti: Meeting discussing health and safety issue 13th August 2015;</p>	
4.7.5	<p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>PT IIS was able to demonstrate procedure for first aid and emergency situation under "Penanganan Keadaan Darurat – Pertolongan Pertama pada Kecelakaan" AA-447-001-FM-R1 – December 2014. The team for emergency situation has been established – as part of safety committee. PT IIS is able to demonstrate adequate first aid officer, equipped with first aid kit.</p> <p>Scheme smallholders: Cooperative has emergency procedures "Rencana Tanggap Darurat – Penanganan Tanggap Darurat Kebakaran dan Tumpahan" (Fuel, lubricant and chemical spill). First aid kit box available in KUD Karya Jaya. Emergency teams have been established and trained.</p>	comply
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance -</p>	<p>Medical care and insurance had been provided to all the workers. Each estate has a medical clinic providing basic medical services for workers for free. Accident insurance covered by Jamsostek, as mandated by government regulation.</p> <p>Opportunity for Improvement: <i>PT Inti Indosawit Subur - Tungkal Ulu has provided insurance for all workers. Company needs to ensure all workers including loose fruit collector has been registered with insurance.</i></p> <p>Scheme smallholders: In KUD Karya Jaya, harvester is covered by medical fund, collected by KUD/cooperative from each member. If accident occurs to worker, KUD will take care of the medical expenses.</p>	comply

4.7.7	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance –	The accident records available “Indeks K3 Kebun Tungkal Ulu” period to date April 2015 indicates Lost Time Incident 4 cases, Medical aid 2 cases, First aid 5 cases. Scheme smallholders: Each cooperative recorded the occupational injury through “Rekaman Kecelakaan Kerja”. There is no loss time incident up to May 2015 in cooperative sampled.	
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 company has its own training institution assigned to arrange its training programmes. The training is created annually. Training programs in 2014 in “Program Pelatihan Environmental and sustainability – 2014 and 2015”, such as: Mill: <ul style="list-style-type: none"> - Sustainability Awareness training for RSPO, ISPO and ISSC - HCV Training. - Basic Safety/K3. - Basic Fire. - First Aider. - Pelatihan operator air (Water Treatment) - Mass Balance / Traceability - Operator genset - Pelatihan Teknis dan Managerial Estate / smallholders: <ul style="list-style-type: none"> - Sustainability Awareness training for RSPO, ISPO and ISSC - HCV Training. - Basic Safety/K3. - Basic Fire. - First Aider. - Safety use herbicides and chemical - Operator genset - Pelatihan Teknis dan Managerial Scheme Smallholders: Training Program identified according smallholders’ need which was arranged by both PT IIS Scheme Manager and Scheme Smallholders. Training includes ISPO, road maintenance, IPM, replanting, SIA GAP, pesticide application, soil and water conservation, IPM, HCV, harvesting, OSH,	comply

		<p>first aid, socialization on AMDAL, ERP, fire fighting, zero buand AMDAL (SEIA), HCV, OHS, PPE, First aid, weeding, fertilizer, Basic Fire, Soil and water conservation and limited pesticides.</p> <p>Realization of training programme recorded for two sample KUDs recorded under "Rencana dan realisasi pelatihan petani plasma tahun 2014",</p> <p>KUD Sawit Kita and Panca Mukti: Training program was established in "Program Pelatihan Bagi kelembagaan petani 2015", mostly planned in January 2015 – May 2015" however no record of training progress was conducted up to June 2015. (Major Compliance) KUD Karya Jaya: Training program 2014 "Rencana dan Realisasi Pelatihan bagi Kelembagaan Petani Tahun 2014", e.g. training preparing replanting in PT. MUP Gondai dan Bukit Tinggi on 11 – 13 September 2014, attended 72 members. And pemupukan berimbang was conducted 24 October 2014, attended by farmer group leader.</p>	
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance -</p>	<p>The company has recorded training training records for each employees as documented in: "Rekap Pelatihan PT. IIS – Tungkal Ulu" and "Personal Data Training" covering data personal, training, date of training, trainer, etc. e.g. Mr. B (KTU), Mr. S (Grader Operator), etc.</p>	
PRINCIPLE 5: ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY			
<p>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.</p>			
5.1.1	<p>An environmental impact assessment (EIA) shall be documented.</p> <p>- Major compliance -</p>	<p>PT IIS demonstrate Analisis Mengenai Dampak Lingkungan (AMDAL) consist of document ANDAL, RKL and RPL as approved through "Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang Persetujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT Inti Indosawit Subur" dated 3rd May 1995. The document covers scope of areal of 32,000 Ha consist of Kuala Tungkal Estate 20,000Ha and Muara Bulian Estate 12,000 Ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal and 30 Tonnes FFB/hour for Muara Bulian.</p> <p>Revision on AMDAL document is available for PT IIS – Tungkal Ulu through "Surat Keputusan Bupati Tanjung Jabung Barat No.309, year 2009, dated 6th June 2009, for 4,614.02 ha, consist of 3,503.02 ha (SK. Gubernur Kepala Daerah Tingkat I Propinsi Jambi No.342/1987, dated 19th June 1987) and 1,111 ha (SK. Bupati Tanjung Jabung Barat No.746, year 2006, dated 20th October 2006 tetang izin lokasi untuk keperluan pembangunan perkebunan kelapa sawit atas nama PT. IIS, serta 10,277 ha lahan plasma dan kapasitas pabrik kelapa sawit 60 ton TBS/jam".</p>	comply

		Scheme smallholder: Each KUD visited has copy of Environmental Impact assessment Document. Smallholders interviewed does understand the environmental impact from their oil palm plantation operation, and also able to demonstrate knowledge of impact mitigation.	
5.1.2	Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance –	No any changes of SEIA documents since the last visit.	comply
5.1.3	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. - Minor compliance –	Estate, Mill and Scheme Smallholders: The company has sent regular of management and monitoring environmental (RKL / RPL) to authorities government as evidence of acceptance report by government officer, e.g. acceptance RKL/RPL report period II (June – December 2014) by Pusat Pengelolaan Ekoregion (PPE) Region Sumatera on 27 th April 2015 (Anthika), BLH Jambi on 9 th April 2015.	comply
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.			
5.2.1	Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).	PT IIS – Tungkal Ulu has carried out Initial HCV assessment by RSPO's HCV approved assessor from Agriculture University of Bogor, Indonesia on October 2011. The presence of HCVs at PT IIS Tungkal Ulu is mainly under category HCV 1.2 and HCV 4.1 and HCV 6 with total HCV areas of 128.32 Ha; where mostly the identified HCV areas were determined as riparian area. The HCV 1.2 along Benanak river (81.90 ha) was found flora "Pinang Merah/ <i>Chyrtotachys lakka</i>).	comply

	- Major compliance -	<p>The company has appointed dedicated – trained personnel, Mr. Ar as person in charge for HCV management as specified under Manager Memorandum /EST/KTU/MEMO/V/2014, dated 1st September 2014.</p> <p>Scheme Smallholders: The company has trained the scheme smallholders members for HCV in particular protected RTEs and display HCV and RTEs sign board in cooperative office and interview with members confirmed that they aware and understand to protect HCV areas and RTEs.</p> <p>The smallholders also planted forest tree (<i>Jelutung</i>) 140 trees in 2014 and palnned 120 trees in 2015.</p>	
5.2.2	<p>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.</p> <p>- Major compliance -</p>	<p>Based on field visit, PT IIS – Tungkal Ulu demonstrate efforts to protect rare species and its habitat through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation.</p> <p>PT IIS – Tungkal Ulu created posters listing all protected flora and fauna, endangered and threatened species and placed on location accessible to public such as Estate offices, worker housing, village offices as well as entrance way to plantation area.</p> <p>The company also has communicated to the workforce related HCV area, e.g. Socialization of HCV on 27th February 2014, attended 30 workers and 16th June 2014, attended 58 workers.</p>	comply
5.2.3	<p>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.</p> <p>- Minor compliance –</p>	<p>The company also has communicated to the workforce related HCV area, e.g. Socialization of HCV on 27th February 2014, attended 30 workers and 16th June 2014, and attended 58 workers.</p> <p>Interview of Smallholders confirmed that PT IIS Tungkal Ulu had carried out awareness on HCVs and the farmers were able to list the protected species of birds and mammals in the local area.</p>	comply
5.2.4	<p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and 	<p>The company was conducted monitoring of RTEs monthly as documented in “Daftar Temuan Satwa Liar Bulanan di Areal Lindung” and monitoring of HCV, documented in “Tabel Monitoring Kerusakan Kawasan Lindung” the last monitoring was conducted in May 2015</p> <p>It was found the RTEs in HCV areas is “Burung Cekakak” and “Tumbuhan Pinang Merah”.</p> <p>Management and monitoring of HCV is reported in RKL RPL every six month.</p>	comply

	<p>reported;</p> <ul style="list-style-type: none"> Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance –</p>	<p>Scheme smallholders: KUD Sawit Kita: Monitoring of HCV and RTEs is conducted monthly, e.g. monitoring RTEs in June 2015 was found: <i>Cobra, Cekakak Belukar, Cekakak Udang</i> and <i>Biawak</i> in KT. 1, KT 3, KT 6, KT. 10, KT. 17 and KT. 25 KUD Karya Jaya: Monitoring of HCV and RTEs is conducted monthly, e.g. monitoring RTEs in January I 2015 was found: <i>Ular Cobra, Cekakak Belukar</i> and <i>Cekakak Sungai</i>. The KUD has appointed person to responsible monitoring RTEs in KUD Karya Jaya (Mr. FS, appointment letter No.002/Kpts/KUD-KJ/VI/2014, dated 2nd June 2014. KUD Panca Mukti: Monitoring of HCV and RTEs is conducted monthly, e.g. monitoring RTEs in March 2015 was found: <i>Elang Hitam</i>.</p>	
5.2.5	<p>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.</p> <p>- Minor compliance –</p>	<p>All HCV and conservation areas within the company and smallholders areas.</p>	<p>comply</p>
<p>Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
5.3.1	<p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance –</p>	<p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 11th June 2015.</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company builded the waste storage.</p> <p>Scheme Smallholders: Waste product and sources of pollution is identified and documented in "Identifikasi Sumber Polusi", update June 2015, and consist of activities/pollution sources, identified pollution, impact and frequencies, e.g. Pemupukan (Fertilizing) pollution: vehicle fumes and water contamination.</p>	<p>comply</p>

5.3.2	<p>All chemicals and their containers shall be disposed of responsibly.</p> <p>- Major compliance -</p>	<p>The company store hazardous waste in temporary storage with permit No.660/476/IX/BLHD/2014, dated 23rd September 2014 by Bupati Tanjung Jabung Barat and disposed the hazardous waste to the registered collector (PT. Shali Riau Lestari), register approval from Environmental Ministry No.237, year 2011, dated 8th November 2011), e.g. Delivery Hazardous waste on 31st March 2015, used oil (1 drum), used filter (0.5 drum), used lamp (5.35 kg), Empty container chemical 0.25 kg)</p> <p>Contarct between company and PT. Shali Riau Lestari No.030/SRL-PKU/MOU/III/2015, dated 9th February 2015.</p> <p>The hazardous waste also is recorded in storage and balancing stock is monitored regularly., e.g. hazardous waste stock in May 2015: used oil (20 litre), used filter (1 pcs), Used accu (1 pcs), used electronic (915 pcs), Empty container chemical (2 pcs).</p> <p>Scheme Smallholders: Majority of cooperative members (farmer) are using "Team Unit Semprot/TUS" service in performing weed control/spraying. The empty chemical containers collected and stored at hazardous waste storage at PT IIS, for further disposal to licensed contractor.</p>	comply
5.3.3	<p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance –</p>	<p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 11th June 2015. The company started at the beginning this year to re-cycle anorganic waste where the company builded the waste storage.</p> <p>Scheme Smallholders: "Mekanisme Pengelolaan Sampah", explains the handling of organic to be composted and inorganic waste to be segregated and sold.</p>	comply
<p>Criterion 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p>- Minor compliance –</p>	<p>All energy used in mill is monitored and recorded under document of "<i>Data Monitoring Pemakaian Solar</i>". Fossil fuel records are maintained and trends shown, e.g. Fossil fuel usage in 2015 up to May 2015 is 16,843 liter.</p> <p>Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. Company already maximise the renewable energy use. All the shell and fibre is consumed internally as boiler fuel.</p>	comply

		Fossil fuel usage is recorded for operational purpose, including the efficiency analysis	
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 -	The company has updated zero burning policy as documented in "Kebijakan Perusahaan, 1 st December 2014": No open burning was noted in the company and scheme smallholders during field visit and interviewed with local communities and workers.	comply
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 any open burning was noted for land preparation	comply
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 -	The company has conducted assessment of polluting activities as documented in "Mitigasi GRK"	comply
5.6.2	Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance -	Identification of pollutant and GHG, such as: usage of anorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME. The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fibre and sell for boiler, etc.	comply
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.	The company has prepared a strategy in effort to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and Genset, water quality test for river (upstream and downstream), effluent water quality, noise, etc, e.g.	comply

	<p>- Minor compliance –</p>	<ol style="list-style-type: none"> 1. Water quality (Sumur penduduk), in December 2014, all parameters is comply with Permenkes no. 492/MENKES/Per/IV/2010 tentang persyaratan kualitas air minum. 2. Water quality in Lampisi river (upstream and downstream), sample taken in December 2014, all parameters is comply with PP no. 82, year 2001 3. Ambient / Air Quality for Genset 1, certificate monitoring result no. 822-26/UE1/BINA/I/2015, sample taken December 2014, result of emission for SO₂, NO₂, CO dan total particle is comply with Kepmen LH no. 13/2009. 4. Ambient / Air Quality for Boiler 1, certificate monitoring result no. 822-26/UE1/BINA/I/2015,, dated 16th June 2014, , result of emission, CO No₂, NH₃, HCl, Cl₂, opasitas dan partikulat is comply with Kepmen LH no. 07 tahun 2007. 5. Monitoring of vibration in Press Station, certificate monitoring result no 101-26/GT/BINA/I/2015 is comply with Kepmen LH No. 13/2009. 6. Monitoring of noise level in Engine Room, Kernel dan Sterilizer station no 822-26/Bis/BINA/I/2015 no. 822-26/Bis/BINA/I/2015, result of noise level is 98.8 dBA, 98.6 dBA and 94.4 dBA. 	
<p>PRINCIPLE 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLERS</p>			
<p>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.</p>			
<p>6.1.1</p>	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>Social Impact Assessment available and mentioned within frame references of AMDAL. SEIA was prepared by Lemlit Unja. Tungkal Ulu Group prepared SIA assessment by including scheme smallholding through Bogor Agriculture University dated June 2011 as supplement to AMDAL document.</p> <p>Scheme smallholders: Copy of AMDAL and Social Impact Assessment is available at KUD.</p>	<p>comply</p>
<p>6.1.2</p>	<p>There shall be evidence that the assessment has been done with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>In the social impact assessment document, it is described that the social impact assessment prepared through interviews, focus group discussion and questionnaire filling. The targeted audience is local communities, surrounding villages, smallholder members and employees of PT Inti Indosawit Subur – Tungkal Ulu.</p>	<p>comply</p>
<p>6.1.3</p>	<p>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</p>	<p>Social impact assessment document has prepared a study covering relation between company and the social-economic interaction with the surrounding stakeholders, perception; hope, of local communities, land ownership structures, negative and positive impacts.</p> <p>The plantation and scheme smallholders have prepared social management plan, covering a number of activities such as FFB sortation standard, road maintenance programme, smallholder</p>	<p>comply</p>

	responsibilities for implementation. - Major compliance -	organization empowerment, replanting saving, training and communication, manpower legality, etc.	
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 -	Company and scheme smallholders: Social program evaluated on 6-monthly basis. This evaluation process presented in the "Laporan RKL/RPL". The social program implemented by company reported for period July – December 2014 to Kabupaten Tanjung Jabung Barat.	comply
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	The social impact assessment does take a particular proportion for Smallholder development, in the social impact assessment document. Scheme smallholders: Cooperative leaders and smallholders interviewed states that social management plan was prepared in coordination with PT IIS. The social management plan has been continuously implemented.	comply
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.			
6.2.1	Consultation and communication procedures shall be documented. - Major compliance -	Company has a communication/consultation mechanism with local communities and other affected or interested parties, as per SOP AA-GL-509.1-R0, effective 22 nd August 2011. The document explains communication mechanism through letters and/or direct communication. Scheme smallholders: Each cooperative has mechanism for communication, consultation and complaint, completed with flow chart to detailing the handling process.	comply
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	PT Inti Indosawit Subur has appointed official responsible for social issues based on "Surat Regional Head Plt 3 Jambi No.012/HR-RO3/Memo/01/2014" dated 29 th January 2014 for Mr.Sukardi. Scheme smallholders: Each cooperative has appointed the person responsible to communicate with stakeholders. KUD Karya Jaya appointed Mr.Tugas Irianto as stakeholder communication officer as per memorandum No.001/Kpts/KUD-KJ/VI/2014 dated 2 nd June 2014.	comply
6.2.3	A list of stakeholders, records of all communication, including confirmation of	Company holds and maintained list of stakeholders. The list of stakeholders is current as of 5th May 2015. The list comprise of 38 stakeholders at village and sub-district level, 18 stakeholders at	comply

	<p>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.</p> <p>- Minor compliance -</p>	<p>province level, 10 stakeholders at Tanjung Jabung Barat regency level.</p> <p>Scheme smallholders: Each cooperative has prepared a list of their stakeholders. KUD Karya Jaya prepared "Daftar Nama Stakeholder" updated June 2015. At least 30 parties identified, a.o. Kepala Desa Bukit Harapan, BRI Unit Merlung, LSM (NGO) Lembaga Pembantu Perlindungan Tenaga Kerja, PUSKUD (cooperative organization) Jambi, Dinas Perkebunan (plantation service) Kabupaten Tanjung Jabung Barat, etc.</p>	
<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 affected parties.</p>			
6.3.1	<p>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.</p> <p>- Major compliance -</p>	<p>There is a mechanism for handling complaint and grievance, SOP AA-GL-5005-R0 01 related to "Penanganan Keluhan dari Eksternal"/external complaint handling and SOP AA-HR-308 0.5-R0 related to "Mekanisma Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan"/internal grievance mechanism, for employee. The mechanism explains policy to maintain anonymity of complainants/whistleblowers, if requested.</p> <p>Scheme smallholders: Each cooperative has mechanism for communication, consultation and complaint, completed with flow chart to detailing the handling process.</p>	comply
6.3.2	<p>Documentation of both the process by which a dispute was resolved and the outcome shall be available.</p> <p>- Major compliance -</p>	<p>Company has documented the process and outcome of previous resolved complaint/dispute. External complaint recorded under "logbook komplain/aspirasi masyarakat" 2015; where 15 complaints logged in. Sample: request for help from Merlung village head, through letter No.474/159/2020/2015 dated 20th February 2015 – responded by PT IIS on 18th March 2015 by providing 15 sacks of cement.</p> <p>Scheme smallholders: There has been no complaint/dispute recorded for cooperatives for period January – May 2015.</p>	comply
<p>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..</p>			
6.4.1	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place.</p> <p>- Major compliance –</p>	<p>PT IIS Tungkal Ulu has mechanism for identification and compensation calculation was based on Land Conflict handling, SOP No.AA-GL-5003.1-R1. The SOP comprise of land conflict mechanism and land compensation, with the participation of affected communities.</p> <p>Scheme smallholders: Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism, involving KUD chairman and meeting with all KUD members.</p>	comply

6.4.2	<p>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.</p> <p>- Minor compliance –</p>	<p>PT IIS Tungkal Ulu has mechanism for compensation calculation was based on Land Conflict handling, SOP No.AA-GL-5003.1-R1. The SOP comprise of land conflict mechanism and land compensation, with the participation of affected communities.</p> <p>Scheme smallholders: Each KUD has a mechanism to handle land conflict under Communication and Consultation Mechanism, involving KUD chairman and meeting with all KUD members.</p>	
6.4.3	<p>The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available.</p> <p>- Major compliance –</p>	<p>PT IIS Tungkal Ulu documented the process and outcome of resolved compensation. These documents are available for public, with management approval.</p> <p>Scheme smallholders: Each cooperative/KUD sampled has a form to record compensation. However, there is no compensation since smallholder oil palm blocks established. The land given by government under PIR-Trans programme. Therefore no land compensation process to customary land owner or previous legal owner, since the land was state land. All smallholder members of cooperative granted with land certificate.</p>	comply
<p>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.</p>			
6.5.1	<p>Documentation of pay and conditions shall be available.</p> <p>- Major compliance -</p>	<p>The company determines minimum wages based on the Government regulation every year, the minimum wages in 2015 as regulated in "Surat keputusan Gubernur Jambi no. 554/Kep. Gub/DISSOSNAKERTRANS/2014, dated 30th October 2014 is Rp. 1,710,000,-/month (SKU-Lepas)) and Agreement BKS – PPS and Pengurus Daerah FSP.PP-SPSI, dated 15th January 2015 Rp. 1,752,750 (SKU Harian dan Bulanan)</p> <p>Based on review of payments slip, there is no worker paid below minimum wages, e.g. Estate: Payment slip in May 2015 for:</p> <ol style="list-style-type: none"> 1. Mr.MP (Permanent worker) is Rp. 1,953,750 (Basic salary) + premi Rp. 1,831,687, total Rp. 3,785,437, 2. Mr.Sy (SKU Harian), basic salary Rp. 58,425 x 20 hari = Rp. 1,168.500 + Fring benefit (Rp. 642,675) + Premi Rp. 2,462,579 	comply

		<p>3. Mr.BA (Temporary workers/PHL): Rp. 2,060,000 Mill: Payment slip in May 2015 for:</p> <p>4. Mr.BP (Permanent worker) is Rp. 1,823,750 (Basic salary) + overtime + rice allowance + production allowance, total is Rp. 3,216,798,</p> <p>5. Mr.FH (SKU Harian), basic salary Rp. 58,425 x 31 days = Rp. 1,811,175 + overtime + production premi, total Rp. 5,428,990.</p> <p>6. Mr.APM (Temporary workers): basic salary Rp. 68,400 x 15 days (Rp. 1,026,000) + production premi (Total salary is Rp. 3,445,299).</p> <p>Scheme smallholders: Based on interview with workers and members, it was noted that payment for fertilizing, pruning, and harvesting in KUDs more than minimum wages, e.g. payment for harvesting is around Rp. 130,000 – Rp. 170,000/tonnes (2 harvesters, working hours 8.00 – 14.00), average production 1.5 tonnes/day or Rp. 112,500/day. KUD Sawit Kita: Payment record for the KUD’s employees is available in place. KUD Karya Jaya: Payment record for the KUD’s employees is available in place, e.g. payment salary May 2015 for Mr.FrS (Secretary and HCV officer) Rp. 2,100,000. KUD Panca Mukti: N/A (no any workers) in Cooperatives</p>	
6.5.2	<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>Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.191/PHIJSK-PKKAD/PKB/XII/2012, dated 17th December 2012 Based on document review, it was noted that term and condition, such as working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by all workers.</p> <p>This PKB now under renewal process in “Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial tenaga kerja – Kementerian Teaga Kerja dan Transmigrasi RI”.</p> <p>Based on document review, it was seen that all workers have signed contract, e.g. Contract Mr.S No.01/SPKHL/KTU/IIS/I/2015, dated 1st January 2015, Mrs.Le, contract No.38/SPKHL/KTU/IIS/I/2015, dated 1st January 2015</p> <p>Scheme Smallholders: KUD Sawit Kita: Contract is available, e.g. Mrs.I P No.06/SPK/KUD-SK/VIII/2012, dated 1st August 2012, Mrs. El No.05/SPK/KUD-SK/V/2012, dated 1st May 2012.</p>	comply

		<p>KUD Karya Jaya: Contract is available, e.g. Atik Aprilia no. /SPK/KJ/01/2016, dated 5th January 2015, Mrs. YAB No.001/SPK/KJ/I/2015, dated 05th January 2015.</p> <p>KUD Panca Mukti: No any workers in KUD Panca Mukti.</p>	
6.5.3	<p>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.</p> <p>- Minor compliance –</p>	<p>The company has prepared facilities for their workers, such as:</p> <ul style="list-style-type: none"> - Housing complex (690 units) - Elementary school (1 unit) and kindergarden (1 unit) - Polyclinic (4 units) - Mosque (5 units) - Church (1 unit) - Creche (4 units) - School bus (4 units) - Ambulance (1 unit) - Sport facilities - Market (1 unit) - Cooperatives (2 units) - Etc. <p>Scheme Smallholders: Not applicable</p>	comply
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>The company preparing traditional market within the company areas and also 2 cooperatives which prepare basic need for workers.</p>	comply
<p>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.</p>			
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance –</p>	<p>Freedom of association policy documented in "Kebijakan perusahaan, dated 1st December 2014" which state that: Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif</p> <p>Freedom of association policy is written in Bahasa Indonesia, so that all employees can understand</p>	comply

		<p>and this policy has been informed to all employees and being placed into notice board in public area.</p> <p>Scheme Smallholders: KUD Sawit Kita and Karya Jaya: Freedom of association policy documented in "Kebijakan Koperasi", dated 28th June 2014 which state that: Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif" KUD Panca Mukti: Freedom of association policy documented in "Kebijakan Koperasi", dated 1st January 2014 which state that: Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif"</p>	
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance –</p>	<p>Meeting between company management with labour union (Serikat Pekerja Mandiri – SPM), the last meeting was conducted on 24th February 2015, attended by 10 labour union representatives, minutes of meeting and attendance list is available.</p> <p>The last Labour Union meeting in estate was conducted in 24th February 2015, attended 14 labour union and company representative.</p>	comply
<p>Criterion 6.7 Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documentary evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>The company has own policy signed by management on 1st December 2014 that stated that: It is not allowed all children to work in every activities/processes in company.</p> <p>Based on document review of list of workers "Data Karyawan" Tungkal Ulu, update May 2015, interview with workers and observation during field visit, it was no found workers hired under 18 years. (Number of estate employees 689 and mill: 120)</p> <p>Scheme Smallholders: KUD Sawit Kita and KUD Karya Jaya: Child labour policy is documented in "Kebijakan Koperasi" dated 28th June 2014" which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (<i>It is not allowed all children to work in every activities/processes in the KUD</i>). KUD Panca Mukti: Child labour policy is documented in "Kebijakan Koperasi" dated 01st January 2015 which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (<i>It is not allowed all children to work in every activities/processes in the KUD</i>).</p>	comply

		Based on interview with workers/members and observation during field visit, it was no found workers hired under 18 years.	
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 –	The company has Equal Opportunities policy as documented in “Kebijakan Perusahaan”, dated 1 st December 2014: “Memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur”. Socialization on 11 th March 2015, attended 27 workers in Mill and 6 th January 2015, attended 106 workers in Estate and 9 th June 2015 20 workers.	comply
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 –	Interviews of male and female workers confirmed that the company anti-discrimination policy was strictly enforced. They were not aware of any cases of discrimination, e.g. document review of salary payment did not find any evidence of discrimination	comply
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 company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation. The company is conduct performance evaluation of workers annually.	comply
Criterion 6.9			
There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	A policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. - Major compliance –	The company has policy to prevent sexual harassment and violence against women in “Kebijakan Perusahaan dated 1 st December 2014”. The policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy. Scheme Smallholders: KUD Sawit Jaya and KUD Karya Jaya:	comply

		<p>The KUD has policy to prevent sexual harassment and violence against women in "Kebijakan KUD" dated 28th June 2014" which stated Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (<i>prevent sexual harassment and violence as well as protect reproductive rights for women</i>)</p> <p>KUD Panca Mukti: The KUD has policy to prevent sexual harassment and violence against women in "Kebijakan KUD" dated 01st January 2015" which stated Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (<i>prevent sexual harassment and violence as well as protect reproductive rights for women</i>)</p> <p>The policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers, union representatives, and scheme smallholders confirmed that the company and scheme smallholders mplemented the sexual harassment policy.</p>	
<p>6.9.2</p>	<p>A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>As it is found in company policy that's signed by Managing Director, dated 1st December 2014: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention. Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides. The Gender Committee conduct meeting at least every 4 months to discuss issues which raised by members (if any), the last meeing of Gender Committee was conducted on 13 January 2015 attended 10 gender committee representatives, no any issues was raised related gender, discrimination and/or violence.</p> <p>Scheme smallholders: KUD Sawit Jaya and KUD Karya Jaya: The KUD has policy to prevent sexual harassment and violence against women in "Kebijakan KUD" dated 28th June 2014" which stated Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (<i>prevent sexual harassment and violence as well as protect reproductive rights for women</i>)</p> <p>KUD Panca Mukti: The KUD has policy to prevent sexual harassment and violence against women in "Kebijakan KUD" dated 01st January 2015" which stated Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (<i>prevent sexual harassment and</i></p>	<p>comply</p>

		<i>violence as well as protect reproductive rights for women)</i>	
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 –	Standard Operating Procedure, No. SOP: -HR-308.5-RO; Revision:0, 11 th December 2009: Employees complaints: submission and settlement Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy's draft as in one of points of this policies stated that: "To provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance.	comply
Criterion 6.10 Growers and millers 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 –	The company has displayed the FFB price in Mill's notice board and smallholders able to access the FFB price by phone. Based on interview with FFB supplier, company provided FFB price changes regularly. The current FFB price placed on mill's notice board, so easy to update. Scheme smallholders: Cooperative staff is in coordination with company to update the latest FFB price. The latest FFB price placed on cooperative office and updated accordingly.	comply
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 -	FFB pricing mechanism regulated independently by working group/committee called "Rapat Kelompok Kerja Penetapan Harga TBS Provinsi Jambi". The meeting held on weekly basis involving government representatives, plantation companies' representative, and smallholders/cooperative members. The guidance for FFB price calculation and structure s per "Peraturan Menteri Pertanian No.14/Permentan/OT.140/2/2013 tentang Pedoman Penetapan Harga Pembelian TBS kelapa sawit produksi pekebun" and "Peraturan Gubernur Jambi No.36 tahun 2011 dan Keputusan Gubernur Jambi No.206/KepGub/Disbun/2014 tentang pembentukan Tim Penetapan dan Pemantauan Harga Pembelian TBS produksi Pekebun di Provinsi Jambi". The company has provided explanation on the FFB pricing formula and based on interview with smallholders, they understood of FFB pricing mechanism and no complaint was noted regarding FFB price. Scheme smallholders: Cooperative staff and smallholder members confirmed, they understood the FFB price that is	comply

		determined twice monthly by a Committee consisting of Provincial Government, Palm Oil Producers and Smallholder Cooperative Representatives. Head of cooperatives meet with PT IIS weekly and are involved in the negotiation of prices for FFB transport and premium for FFB quality.	
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 -	Based on document review, contract/agreement prepared with consent from both parties. Contracts are countersigned by both parties as proof of understanding. From stakeholder consultations, company's partner/supplier admitted no coercion and/or any use of force from both side. Each party enters into agreement with consent. Scheme smallholders: Cooperative is in coordination with local community for FFB transport contract. Document seen: KUD Panca Mukti is working together through "Surat Perjanjian Kerja Angkutan No.001/KUD-PM/I/2014" dated 9 th January 2014 between KUD Panca Mukti with Mr.W.	comply
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Based on interview with third party FFB supplier/contractor, PT IIS Tungkal Ulu made the payment on time, as per agreement. Scheme smallholders: Based on interview with FFB transport contractor, the payment made by cooperative is always on time. Record seen: payment document "Dokumen Bukti Pengeluaran Kas No.Pemb-Angk/KUD-KJ/05/2015 by cooperative treasurer KUD Karya Jaya for FFB transport service (53,210 kg) period April 2015 paid Rp.4,7xx,xxx,- on 8 th May 2015.	comply
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 -	Company has a commitment in providing donation and aid to surrounding communities in form of CSR program. The CSR program comprise of education, religious activity, farming, infrastructure and health. The CSR programme 2015 comprise of 22 activities such as: Installation of clean water for SMK 2 Merlung (Proyek No. 15.CSR/tu/3o/2015) with handover "Berita Acara Serah Terima Proyek CSR Asian Agri" dated 24 th April 2015 signed by headmaster; Construction of kindergarten building at Penyabungan village (Proyek No. 16.CSR/tu/3p/2015) with handover "Berita Acara Serah Terima Proyek CSR Asian Agri" dated 27 th April 2015, signed by head master and village head;	comply
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 -	PT IIS Tungkal Ulu has a specific department to help management and handle the development of scheme smallholders. The department consists of manager, assistant manager and 6 assistants, with other worker such as supervisor. Training for scheme smallholders provided as part of capacity building. The training comprise of HCV, oil palm BMP, pest and disease, environmental aspect-impact (AMDAL), social impact, agrochemical handling, fertilizer application, etc.	comply

Criterion 6.12			
No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	No any form or trafficked labour. All workers have working agreement. Scheme smallholders: No any form or trafficked labour. All workers have working agreement.	comply
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Major compliance -	Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted. All workers have working agreement. Scheme smallholders: No any form or contract substitution. All workers have working agreement.	comply
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Minor compliance -	The agreement for temporary workers is available and signed by workers. There is no migrant worker. Scheme smallholders: No migrant worker.	comply
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 -	The company has Human Rights policy as documented in "Kebijakan Perusahaan", dated 1 st December 2014: Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur. The company has communicated this policy, e.g. socialization on 11 th March 2015, attended 27 workers in Mill and 6 th January 2015, attended 106 wokers in Estate and 9 th June 2015 attended 20 workers. Scheme Smallholders: KUD Sawit Kita and KUD Karya Jaya: There is no human rights policy in scheme smallholders, however the members understand and aware that human rights must be respected and implemented in their operation.	comply
PRINCIPLE 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS			
There is no new development after November 2005. This principle is Not Applicable.			

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.		
8.1.1	<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>A continuous improvement plan has been prepared and internal audit conducted to identify environmental and social activities, such as:</p> <ul style="list-style-type: none"> - Applied EFB ashes as fertilizer, fibre and shell are burned in boiler for electricity. - Planting beneficial plant for natural predator. - CSR program - Reserve HCV areas - etc.

3.2. Details of findings

3.2.1. Review of previous assessment finding.

3.2.1.1. Major Nonfromities

No outstanding major nonconformity from previous assessment.

3.2.1.2. Minor Nonconformities

There are four (4) minor nonconformities from previous assessment. These minor nonconformities have been partially closed during this annual surveillance assessment.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1055357N15	<p style="text-align: center;">Use of Appropriate Best Practices by Growers and Millers – RSPO P&C INA-NIWG 2008 Indicator 4.7.9</p> <p>Requirements: Workers trained in first aid should be present in both field and mill operations</p> <p>Evidence of Nonconformity: Based on document review and interview with staff; There is no licensed first aider officer - from local manpower office as per existing regulation (Peraturan Menteri Tenaga Kerja No.15 tahun 2008 - pasal 3) in both mill and estate. Based on training record, the latest first aid training dated back in 2011.</p> <p>Statement of Nonconformity: Trained first aid officer is ready at various estate premises, prepared with first aid kit. However, there has been no licensed first-aider officer available on site. Furthermore, the latest first aid training conducted back in 2011, training refreshment required.</p> <p>Actions: PT Inti Indosawit Subur - Tungkal Ulu has not been able to demonstrate the licensed first aider officer in both mill and estate. This is previously identified as minor nonconformity against RSPO INA-NIWG 2008 Indicator 4.7.9. The minor nonconformity cannot be closed out during third annual surveillance assessment.</p> <p>Closed?: No</p> <p>Justification: The minor nonconformity cannot be closed out during third annual surveillance assessment. This nonconformity is raised into major nonconformity against RSPO P&C Generic 2013 indicator 4.7.5.</p>	<p>Minor</p>

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1055357N16	<p style="text-align: center;">Principle 5: Environmental responsibility and conservation of natural resources and biodiversity – RSPO P&C INA-NIWG 2008 Indicator 5.3.4</p> <p>Requirements: Records of waste monitoring/analysis.</p> <p>Evidence of Nonconformity: Based on document review, the only record available is waste sold in August - September 2013.</p> <p>Statement of Nonconformity: System cannot guarantee record of waste monitoring is maintained by officer. Records of domestic waste disposed off, segregated, sold and recycled from worker housing, estate office and other premises is not available.</p> <p>Actions:</p>	<p>Minor</p>

	<p>PT Inti Indosawit Subur - Tungkal Ulu has prepared a system/plan to manage and monitor waste handling. Training on waste management carried out on 20th May 2014. The waste management plan indicates wastes are segregated into organic and inorganic waste.</p> <p>Organic waste is being composted.</p> <p>While inorganic waste is being segregated, collected and stored. Inorganic waste with economic value stored at "bank sampah" and sold to collector. Record seen: "Bank sampah" sell 50 kg plastic bottles, 200 kg cardboards and 30 kg tin cans on 26th May 2015. This non conformity has been closed out on 23rd June 2015.</p>	
	<p>Closed?: Yes</p>	

Non-Conformity		
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NCR #	Description	Category (Major / Minor)
	Principle 2: Compliance with applicable laws and regulations – RSPO P&C SS INA-SWG 2009 Indicator 2.2.1	
1055357N18	<p>Requirements: Where there are or have been disputes, records of resolution or progress towards resolution are available</p> <p>Evidence of Nonconformity: Based on document review, KUD Argo Makmur cannot demonstrate mechanism for land conflict resolution mechanism.</p> <p>Statement of Nonconformity: KUD Argo Makmur cannot demonstrate mechanism for land conflict resolution mechanism.</p> <p>Actions: KUD Argo Makmur has prepared a mechanism for land conflict. KUD Argo Makmur is able to demonstrate mechanism for land conflict resolution under "Mekanisme Penanganan Konflik" dated 1st August 2014. The mechanism explains the flow process for land conflict resolution, with participation from village government and relevant authorities. If required, mediation and help from company will be requested. This non conformity has been closed out on 23rd June 2015.</p>	Minor
	<p>Closed?: Yes</p>	

Non-Conformity		
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NCR #	Description	Category (Major / Minor)
	Principle 5: Environmental responsibility and conservation of natural resources and biodiversity – RSPO P&C INA-NIWG 2008 Indicator 5.3.3	
1055357N6	<p>Requirements: Management plan of hazardous waste and instruction of disposal of agrochemicals and their containers waste in accordance with the product label and existing regulations.</p> <p>Evidence of Nonconformity: It was found medical waste (sharp edges, infectious waste, etc) stored in hazardous waste storage since January 2013 - for over than 1 year. There has been no collection since January 2013. While the maximum storage time frame permitted by license is 90 days. Futhermore, it is not in line with the Procedure Penanganan Limbah Medis AA-KL-07-EFP, part 6.4 Masa Penyimpanan.</p> <p>Statement of Nonconformity: The storage of hazardous waste was not in line with applicable permit and company's procedure.</p> <p>Actions: PT Inti Indosawit Subur - Tungkal Ulu has improve the hazardous waste handling, including recording mechanism, storage and reporting mechanism. PT Inti Indosawit</p>	Minor

	<p>Subur - Tungkal Ulu has new contract with PT Shali Riau Lestari No.030/SRL-PKU/MOU/III/2015, dated 9th February 2015. Hazardous waste sent to the registered collector (PT. Shali Riau Lestari), register approval from Environmental Ministry No.237 year 2011, dated 8th November 2011 and valid for 5 years. Manifest No.AAO003917 for 2 drums of medical waste, sent for Wastec on 31st March 2015. This nonconformity has been closed out on 23rd June 2015.</p>	
	<p>Closed?: Yes</p>	

3.2.2. Positive Finding

3.2.3. Issues raised by Stakeholders

Issues raised by Stakeholders			
No.	Stakeholder comments	Company response	Auditor Finding
1.	<p>M. Z (Lubuk Terap village head)</p> <ul style="list-style-type: none"> - In general the communication between village people and company worked well; - There is no report from village people related land dispute between company and village people; - PT Inti Indosawit Subur – Tungkal Ulu do not expand their land, therefore no more land compensation; - Company conducted 4-days training related to oil palm best management practices, dedicated to village people. Company also developing independent smallholders/farmers in Pulau Pauh village, Lubuk Terap village, Penyabungan village, Merlung village and Rantau Benar village; - There have been no complaint related to environment pollution caused by company operational; - Scheme smallholder helps contribute to village development through fee payment to village – used to build village infrastructure; 	<p>Positive Comment, Company committed to conduct training for smallholders and company contribution is improving community aspects</p>	<p>Auditor accepted the comment and company response. Audit team will continue to monitor the relationship during subsequent assessment.</p>
2.	<p>Mr.S (Boiler Operator), Mr. BS (Sortation)</p> <ul style="list-style-type: none"> - All operator worked in specific station have been trained and possessed operator license, such as welding, power generator, boiler, etc.; - All operator at high risk area provided with specific health examination; - There is a dedicated first aider at each station; 	<p>Positive Comment, Company committed with the Health and Safety Procedure</p>	<p>Auditor accepted the comment and company response. Audit team will continue to monitor the health and safety performance during subsequent assessment.</p>
3.	<p>Mrs.A (Gender committee)</p> <ul style="list-style-type: none"> - All female worker in spraying and fertilizer application have to join pregnancy test in company clinic on monthly basis; - Company has a policy, no worker under 18 years old accepted for work, including family member in all field of work; - There has been no case of discrimination; 	<p>Positive Comment, Company always giving support to the gender committee</p>	<p>Auditor accepted the comment and company response. Audit team will continue to monitor the protection of female and children during subsequent assessment.</p>
4.	<p>Mr.HT (Chief of worker union – SPM)</p> <ul style="list-style-type: none"> - Company pays employee, in line with minimum wage sets by Jambi Province 2015; - There is "Perjanjian Kerja Bersama" collective work agreement; - There is bi-partite organization, registered to manpower office; 	<p>Positive Comment, Company acknowledges the comment from Chief of worker union. It</p>	<p>Auditor accepted the comment and company response. Audit team will continue to monitor the industrial relationship during subsequent assessment.</p>

	<ul style="list-style-type: none"> - No worker under 18 years old; - No report of discrimination in employment system; - Worker union conducted internal meeting every 3 months; - Company have implemented all employee's right such as minimum wage, social insurance "JAMSOSTEK", "Tunjangan Hari Raya" – benefit, and provision of worker housing (clean water, electricity, medical clinic, PPE, etc); - Company provided medical examination every 6 months for high risk workers such as sprayers, fertilizer applicators, mill workers and workshop workers; - All operators have been trained and equipped with operator license; - Company trained first aid officer and training in flora and fauna protection; 	is company commitment to support development of labour union.	
5.	<p>Mr.NZ (FFB supplier)</p> <ul style="list-style-type: none"> - Company has communicating the Code of Ethical Conduct, means no bribery in FFB supply activity; - Company always provide information on FFB price change; - FFB payment on time; - FFB supplier understand the contract/agreement, in terms of FFB quality, payment method, and guarantee of legal supply; 	Positive Comment. Price & Payment is always in time according the agreement with supplier	Auditor accepted the comment and company response. Audit team will continue to monitor the relationship with stakeholder/supplier/business partner during subsequent assessment.

3.2.4. Nonconformities and Observation Was Raised during this surveillance

3.2.4.1. Major Nonfromities

There are three (3) new major nonconformities identified during the 3rd Annual Surveillance Assesment. There is an additional one (1) major nonconformity raised since the corrective action from previous minor nonconformities was not effective.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 4: Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.7.1	
1202625M1	<p>Requirements: A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p> <p>Evidence of Nonconformity: KUD Sawit Kita and KUD Karya Jaya cannot demonstrated health and safety policy; KUD Sawit Kita and KUD Panca Mukti cannot demonstrate implementation of health and safety plan; and monitoring of health and safety plan effectiveness.</p> <p>Statement of Nonconformity: Scheme smallholders cannot demonstrate health and safety policy; implementation of health and safety plan; and monitoring of health and safety plan effectiveness.</p> <p>Actions: In cooperation with PT Inti Indosawit Subur, KUD Sawit Kita and KUD Karya Jaya have established health and safety policy under "Kebijakan Koperasi". The policy established on 1st July 2015. In order to implement the health and safety policy, those cooperatives/scheme smallholders have prepared health and safety programme, which put PPE provision as priority. Furthermore, they prepared plan for safety meeting, safety talk and monitoring. The nonconformity closed.</p> <p>Closed?: Yes</p>	Major

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1202625M2	<p>Principle 4: Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.7.4</p> <p>Requirements: The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p> <p>Evidence of Nonconformity: There were no regular meetings about health, safety and welfare at all scheme smallholder cooperatives, KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti.</p> <p>Statement of Nonconformity: Scheme smallholders cannot demonstrate adequate evidence meeting discussing concerns of health, safety and welfare conducted on regular basis.</p> <p>Actions: KUD Sawit Kita, KUD Karya Jaya and KUD Panca Mukti have prepared safety meeting as part of implementation of health and safety policy. The safety meeting will be done on quarterly basis, and involving cooperative staffs, cooperative members/farmers, workers and PT Inti Indosawit Subur's staff. The first safety meeting carried out on 12-13th August 2015, where representative from all cooperatives participated in. Record of meeting such as minutes and attendance list made available. Monitoring of safety meeting will be carried out by scheme smallholders' management of PT Inti Indosawit Subur. The nonconformity closed.</p> <p>Closed?: Yes</p>	Major

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1202625M3	<p>Principle 4: Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.7.5</p> <p>Requirements: Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>Evidence of Nonconformity: PT Inti Indosawit Subur - Tungkal Ulu has not been able to demonstrate the licensed first aider officer in both mill and estate. This minor nonconformity cannot be closed out during third annual surveillance assessment. This nonconformity raised into major nonconformity against RSPO P&C Generic 2013 Indicator 4.7.5.</p> <p>Statement of Nonconformity: PT Inti Indosawit Subur - Tungkal Ulu has not been able to demonstrate the licensed first aider officer in both mill and estate. This was previously identified as minor nonconformity against RSPO INA-NIWG 2008 Indicator 4.7.9 during second annual surveillance assessment. This minor nonconformity cannot be closed out during third annual surveillance assessment. This nonconformity raised into major nonconformity against RSPO P&C Generic 2013 Indicator 4.7.5.</p> <p>Actions: PT Inti Indosawit Subur - Tungkal Ulu able to demonstrate the licensed first aider officers</p>	Major

	<p>for both mill and estate. The licensed first aider officers under name Elvita No.LP/001/560/4.3/DSTKT/2015 valid up to 29th June 2017 and Ririn Ekawati No.LP/002/560/4.3/DSTKT/2015 valid up to 29th June 2017. The nonconformity closed.</p>	
	<p>Closed?: Yes</p>	

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 6: Responsible Consideration of Employees and of Individuals and Communities Affected by Growers and Millers – RSPO P&C Generic 2013 Indicator 6.13.1	
1202625M4	<p>Requirements: 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).</p> <p>Evidence of Nonconformity: In KUD Sawit Kita and KUD Karya Jaya, the cooperative cannot demonstrate a policy to respect human rights. Furthermore, based on interview with sampled farmer members, the policy to respect human rights have not being communicated.</p> <p>Statement of Nonconformity: The scheme smallholders (Koperasi Unit Desa/KUD) cannot demonstrate the policy to respect human rights has been documented and communicated to all levels of the workforce and operations.</p> <p>Actions: Cooperatives and PT Inti Indosawit Subur have submitted the Corrective Action Plan. The policy to respect human rights has been established under "Kebijakan Koperasi". The new policy, with emphasize on respect to human rights have been communicated to the members of each cooperatives. The meeting carried out on 12-13th August 2015, where representative from all cooperatives including workers are participated in. Record of meeting such as minutes and attendance list made available. The nonconformity closed.</p>	Major
	<p>Closed?: Yes</p>	

3.2.4.2. Minor Nonconformities

There are four (4) minor nonconformities from the 3rd annual surveillance assessment. PT Inti Indosawit Subur has submitted the Corrective Action Plan and BSI have approved the plan submitted. BSI will verify the effectiveness of corrective action plans in the subsequent assessment visit.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 3 Commitment to Long-Term and Financial Viability – RSPO P&C Generic 2013 Indicator 3.1.2	
1202625N1	<p>Requirements: 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.</p> <p>Evidence of Nonconformity: There was no evident of review process for the changes in replanting programmes. In KUD Sawit Kita, the replanting programme changed from the initial planning in 2015. In KUD Karya Jaya, replanting programmes moved from 2016 into 2020. There was no clarity in KUD Panca Mukti replanting review.</p> <p>Statement of Nonconformity: Scheme smallholder cannot demonstrate yearly review for the replanting programme.</p>	Minor

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 4 Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.3.3	
1202625N2	<p>Requirements: A road maintenance programme shall be in place.</p> <p>Evidence of Nonconformity: Visit to KUD Panca Mukti, road maintenance programme was not available. Based on field visit, the road was in poor condition.</p> <p>Statement of Nonconformity: At a scheme smallholder cooperative, road maintenance programme was not available. Based on field visit, the road was in poor condition.</p>	Minor

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 4 Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.6.10	
1202625N3	<p>Requirements: Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>Evidence of Nonconformity: A number of scheme smallholder interviewed, showed lack of knowledge in handling and disposal of empty pesticide container according to recognised best practices. A number of scheme smallholder admitted to use empty pesticide container for clean water container. In KUD Sawit Kita, "Pelatihan Pestisida Terbatas" - limited pesticide training was carried out on 26th February 2012.</p> <p>Statement of Nonconformity: A number of scheme smallholder was not able to demonstrated knowledge on proper disposal of empty pesticide container.</p>	Minor

Non-Conformity		
NCR #	Description	Category (Major / Minor)
	Principle 4 Use of Appropriate Best Practices by Growers and Millers – RSPO P&C Generic 2013 Indicator 4.8.2	
1202625N4	<p>Requirements: Records of training for each employee shall be maintained.</p> <p>Evidence of Nonconformity: Training program was established in "Program Pelatihan Bagi Kelembagaan Petani 2015", mostly planned in January 2015 – May 2015; However no record of training progress was conducted up to June 2015 in KUD Sawit Kita. Latest training on health and safety in KUD Sawit Kita recorded back from 2012. Safe working practices training in KUD Sawit Kita for harvester recorded back from 2012. The latest IPM training in KUD Sawit Kita recorded on 25th November 2013 for 44 members. Scheme Manager needs to upgrade training program for scheme smallholders to include training on new requirements of RSPO P&C 2013, cooperative management, etc.</p> <p>Statement of Nonconformity: Training records at scheme smallholder did not demonstrate progress and updates.</p>	Minor

3.2.4.3. Observation

There are four (4) observations and opportunity for improvement from the 3rd annual surveillance assessment. These observations will be followed up during subsequent assessment.

Observation	
OBS #	Description
1	Principle 2 Compliance with Applicable Laws and Regulations - RSPO P&C Generic 2013 Indicator 2.1.3 Company and scheme smallholders need considered to update evaluation of regulation clearly.

Observation	
OBS #	Description
2	Principle 2 Compliance with Applicable Laws and Regulations - RSPO P&C Generic 2013 Indicator 2.2.1 Having proof of land ownership (land certificates) in place; the scheme smallholders (KUD Sawit Kita and KUD Karya Jaya) need to update the information on changes in land ownership after March 2015.

Observation	
OBS #	Description
3	Principle 4 Use of Appropriate Best Practices by Growers and Millers - RSPO P&C Generic 2013 Indicator 4.7.6 PT Inti Indosawit Subur - Tungkal Ulu has provided insurance for all workers. Company needs to ensure all worker including loose fruit collector has been registered with insurance.

Observation	
OBS #	Description
4	Principle 6 Responsible Consideration of Employees and of Individuals and Communities Affected by Growers and Millers - RSPO P&C Generic 2013 Indicator 6.5.2 Based on interview with daily worker - Pekerja Harian Lepas (PHL); it is known that work agreement has been signed. The daily worker would see improve opportunity to get access to copy of work agreement.

3.3. Time Bound Plan Finding

Auditor finding related time bound plan:

PT Inti Indosawit Subur demonstrates a challenging time bound plan to certify its entire mill and supply bases. Most of the palm oil mills been brought forward and audited in 2013 and 2014. Audit team value this as commitment from PT Inti Indosawit Subur.

There are a number of changes noted, where KKPA Penarikan and KKPA Gunung Sahilan moved from 2014 to 2016. PT Inti Indosawit Subur statement was to prioritize resources to certify company-owned estate, then only to certify the smallholders. Audit team suggest the management justification for the changes is sufficient, considering the management commitment towards RSPO certification for the entire entities.

Audit team consider the time bound plan is challenging and still relevant to their management. BSI Audit team found that the company comply with the time bound plan.

BSI is in communication with other CB performing certification for PT Inti Indosawit Subur, to understand the partial certification status. BSI assessed PT Inti Indosawit Subur against partial certification requirement and concluded that there is no unresolved significant land disputes, no replacement of primary forest or loss of HCV, no labour disputes that are not being resolved through an agreed process and no evidence of noncompliance with law noted.

Progress Against Time Bound Plan			
Name of Mill	Address	Time bound for certification	Status as of May 2015
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011

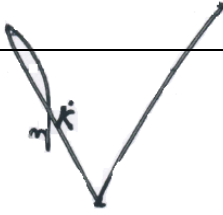

Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja	Lubuk Bernai/Kampung Baru/Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan/Penarikan/Tambak/Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified in 18 May 2015.
Aek Nabara	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Main Audit in December 2014.
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2017	Certified in 26 May 2015.
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	2017	Certified in 7 September 2015.
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	2017	Certified in 8 July 2015
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2018	-
Name of Plantation	Address	Time bound for certification	Status as of March 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 March 2012
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 June 2012
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 July 2013

Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja & Badang	Lubuk Bernai/Kampung Baru/Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan/Penarikan/Tambak/Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Penarikan & Gondai	Pangkalan Sarik/Baru Village, Langgam/Siak Hulu District, Pelalawan/Kampar Regency, Riau	2014	Main Audit in December 2014
Penarikan (KKPA)	Pangkalan Sarik/Baru Village, Langgam/Siak Hulu District, Pelalawan/Kampar Regency, Riau	2014	Moved to 2016
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2014	Moved to 2016
Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Aek Nabara	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Peranap (Plasma)	Simelinyang/Pauh Ranap/Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	-
Bungo Tebo (Plasma)	Tuo Sumai/Sungai Rambai Village, PWK Sumai/Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	-
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Pangkalan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Sentral & Batu Anam	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 8 July 2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 7 September 2015
Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 April 2015

3.4. Status of Non Conformities

Reference	Category	Issued	Closed
A824193/1	Major NC	14/12/2012	10/02/2013
A824193/1	Minor NC	14/12/2012	30/06/2014
A824193/3	Minor NC	14/12/2012	30/06/2014
A824193/2	Minor NC	14/12/2012	30/06/2014
1055357M17	Major NC	30/06/2014	25/08/2014
1055357N15	Minor NC	30/06/2014	16/08/2015
1055357N6	Minor NC	30/06/2014	23/06/2015
1055357N16	Minor NC	30/06/2014	23/06/2015
1055357N18	Minor NC	30/06/2014	23/06/2015
1202625M1	Major NC	23/06/2015	16/08/2015
1202625M2	Major NC	23/06/2015	16/08/2015
1202625M3	Major NC	23/06/2015	16/08/2015
1202625M4	Major NC	23/06/2015	16/08/2015
1202625N1	Minor NC	23/06/2015	"Open"
1202625N2	Minor NC	23/06/2015	"Open"
1202625N3	Minor NC	23/06/2015	"Open"
1202625N4	Minor NC	23/06/2015	"Open"

Section 4 Acknowledgement of Assessment Findings

Acknowledgement of Assessment Findings	Report Prepared by
Name: Mr. Welly Pardede	Name: Pratama Agung Sedayu
Company name: PT Inti Indosawit Subur – Tungkal Ulu	Company name: BSI Services Malaysia Sdn Bhd
Title: Head of Sustainability	Title: Lead Auditor
Signature: 	Signature: 

Appendix "A"
RSPO Certificate Details

PT Inti Indosawit Subur – Tungkal Ulu
Jl. MH. Thamrin No. 31
Jakarta
10230
INDONESIA

Certificate Number : SPO 594422
 Date of Certificate : 15/08/2012
 End of certificate : 14/08/2017

Applicable Standards: RSPO Principles & Criteria: 2013; RSPO Supply Chain Certification Standard 2014: Supply Chain Certification requirement for CPO Mills – Module E Mass Balance (MB)

TUNGKAL ULU PALM OIL MILL AND SUPPLY BASE						
Location Address		Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu Sub-district Tanjung Jabung Regency, Jambi Province, INDONESIA				
GPS Location		102° 58' 53" E - 1° 18' 01" S				
FFB Tonnage Total		308,596 MT				
CPO Tonnage Total		72,854 MT				
PK Tonnage Total		17,961 MT				
Certified CPO Tonnage Total		52,237 MT				
Certified PK Tonnage Total		12,386 MT				
Certified Own estates FFB Tonnage		106,342 MT				
Certified Smallholder FFB Tonnage		120,293 MT				
Estates	HCV (Ha)	Infrastructure and Other (Ha)	Mature (Ha)	Immature (Ha)	Total land-use titles (Ha)	Annual FFB Production (MT)
Tungkal Ulu	128	32	4,396	0	4,556	106,342
Scheme Smallholder	Number of smallholder		Mature (Ha)	Immature (Ha)	Total Land-use Titles (Ha)	Annual FFB Production (MT)
KUD Bina Usaha	450		910	0	910	20,465
KUD Sawit Kita	509		1,028	0	1,028	22,345
KUD Karya Kita	579		1,168	0	1,168	26,798
KUD Karya Jaya	400		810	0	810	18,615
KUD Panca Mukti	385		792	0	792	6,759
KUD Sari Bumi	377		764	0	764	1,056
KUD Manunggal Jaya	104		208	0	208	535
KUD Sawit Mulia	676		1,362	0	1,362	9,283
KUD Argo Makmur	560		1,130	0	1,130	10,996
KUD Harapan Jaya	560		1,130	0	1,130	4,071
Subtotal	4,600		9,302	0	9,302	120,923
TOTAL	4,600		13,698	0	13,858	227,265

Appendix "B"
Audit plan

Date	Time	Description	PS	HR	NM
Monday, 15/06/2015	15.20 – 16.45	Flight Jakarta – Jambi	√	√	√
	16.45	Travelling to Tungkal Ulu	√	√	√
Tuesday, 16/06/2015	08.30 – 09.00	Opening Meeting (Pertemuan pembukaan) - Presentation by PT. Inti Indosawit Subur - Opening meeting by BSI Indonesia (including introduction of team members and assessment agenda).	√	√	√
	09.00 – 12.00	Tungkal Ulu Mill: General Information (Ha, FFB Prod. CPO/PK production) and time bound plan verification		√	
		Tungkal Ulu (Field visit): Herbicide application programmes, harvesting, fertilising operations, road maintenance, terracing, chemical stores, fertilizer store, workshops, Hazardous waste, social amenities, housing, landfill, clinic, etc.	√		
		Stakeholder Interview: Head of villages, contractors, Labour union, Gender Committee, workers in estate, etc.			√
	12.00 – 13.00	Break			
	13.00 – 17.00	Tungkal Ulu Mill (Field visit): Worker interviews (OSH, contract, salary, etc), PPE, safe working environment, walk ways, signs, EFB. POME treatment, emissions, diesel tanks, fire extinguishers, first aiders and boxes, etc.			√
		Tungkal Ulu estate (Field visit): Herbicide application programmes, harvesting, fertilizing operations, road maintenance, terracing, chemical stores, fertilizer store, workshops, worker interviews, social amenities, housing, landfill, clinic (Continue) and Document Review	√		
Stakeholder Interview: Head of villages, contractors, Labour union, Gender Committee, workers in estate etc. (Continue) + Document Review				√	
Wednesday, 17/06/2015	08.00 – 12.00	Document Review: Tungkal Ulu Mill (RSPO P & C and SCCS)		√	
		Document Review: Tungkal Ulu Estate	√		
		Field visit: Boundaries inspection, HCV's, riparian zones, water management, interview with local communities, social issues, etc.			√
	12.00 – 13.00	Break	√	√	√
	13.00 – 17.00	Document review: Tungkal Ulu Estate	√	√	√
Thursday, 18/06/2015	08.00 – 12.00	Field visit: KUD Sawit Kita	√	√	√
	12.00 – 13.00	Break	√	√	√
	13.00 – 17.00	Document Review: KUD Sawit Kita	√	√	√

Date	Time	Description	PS	HR	NM
Friday, 19/06/2015	08.00 – 11.30	Field Visit: KUD Karya Jaya	√	√	√
	11.30 – 14.00	Break	√	√	√
	14.00 – 17.00	Document review: KUD Karya Jaya	√	√	√
Saturday, 20/06/2015	08.00 – 11.30	Field Visit: KUD Panca Mukti	√	√	√
	11.30 – 12.30	Break	√	√	√
	12.30 – 16.00	Document Review: KUD Panca Mukti	√	√	√
	16.00 – 16.30	Report preparation	√	√	√
	16.30 – 17.00	Closing Meeting	√	√	√
	17.00 – 20.00	Travel to Jambi, stayed overnight	√	√	√
Sunday 21/06/2015	06.00 – 07.20	Flight Jambi - Jakarta	√	√	√

*PS= Pratama Sedayu, HR= Haeruddin, NM= Nanang Mualib

Appendix "C"
RSPO SCCS PT. Inti Indosawit Subur Tungkal Ulu – Module E (Mass Balance)

Criterion E.1. Definition			
	Requirement	Evidence	Compliance
1.1	Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB	The company has established procedure for receiving FFB certified and non certified sources in Procedure No. AA-MPM-OP-1400.18-R3 "Mass Balance, dated 28 th October 2013 and procedure No.AA-MPM-OP-1400.17-R3 "Traceability", dated 28 th October 2013. The FFB certified source from their own estates (Tungkal Ulu estate) and 10 scheme smallholders and non certified sources from out-growers. Based on document review, all certified volume of palm oil product (CPO and PK) is claimed as "Mass Balance".	Yes

Criterion E.2. Explanation			
	Requirement	Evidence	Compliance
2.1	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report	The estimated CPO and PK certified of Tungkal Ulu Palm Oil Mill its recorded in RSPO Public Summary report, certificate and E-trace system. CPO and PK estimated in previous Summary Report is 74,123 tonnes and 17,638 tonnes and estimated this year as mentioned in RSPO Public Summary Report "Appendix A".	Yes
2.2	The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).	The company is registered their certified product in E-Trace system	Yes

Criterion E.3. Documented procedures.			
	Requirement	Evidence	Compliance
3.1	The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:		
	a. Complete and up to date procedures covering the implementation of all the elements in these requirements;	The company has Procedure No. AA-MPM-OP-1400.18-R3 "Mass Balance, dated 28 th October 2013 and procedure No.AA-MPM-OP-1400.17-R3 "Traceability", dated 28 th October 2013. The implementation of supply chain is referred to the procedures, such as: segregated of incoming FFB certified and non certified sources using computerized system in Weigh-Bridge (WB), record of FFB incoming and produced of CPO and PK, 3 monthly basis record, selling documents of product (CPO and PK) following information: name of product, quantity, containing "RSPO Certified Product", supply chain model used (MB), name and address of buyer, etc.	Yes
	b. The name of the person having overall responsibility for and authority over the implementation of these	Person in charge to handling of RSPO Supply Chain is Mill Manager and KTU as determined in SOP.	Yes

	requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard		
3.2	The site shall have documented procedures for receiving and processing certified and non-certified FFBs.	The company has procedure for receiving and processing FFB certified and non certified sources in SOP. No. AA-MPM-OP-1400.18-R3 "Mass Balance, dated 28 th October 2013 and procedure No.AA-MPM-OP-1400.17-R3 "Traceability", dated 28 th October 2013. All incoming FFB certified from certified sources to be tagged "RSPO Certified FFB/MB" and FFB non certified as treated without any tagged. Incoming FFB certified and non-certified is separated in WB system and automatically counted in as certified and non certified product, including during process.	Yes

Criterion E.4. Purchasing and goods in.			
	Requirement	Evidence	Compliance
4.1	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received	All incoming FFB certified and non certified will be separated in based on marking in "Surat Pengantar Buah/Delivery Note". FFB from certified source is marked "FFB Sustainable" and non certified sources is no marked. Based on "Surat Pengantar Buah", volume of FFB certified and non certified sources are counted automatically in WB-system. Sample taken: 1. SPB and WB ticket; dated 11 th June 2015, - FFB from Tungkal Ulu Estate; Div.4 - "Sustainable FFB" - Quantity: 177 bunches (5,000 kg) - No. Batch: 10051146 2. SPB and WB ticket: dated 11 th June 2015 - FFB from KUD Karya Kita - Batch no. 06843 - "TBS Plasma Sustainable" - Quantity 300 bunches (8,957 kg) All incoming FFB from certified and non certified sources is counted automatically in Weight Bridge System and record is documented daily, monthly and 3 monthly basis.	Yes
4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage	The company has procedure to inform CBs if any over-projection immediately as regulated in procedure, If there is over-projection of certified CPO and PK, Mill Manager shall immediately report formally to the Head of Sustainability who will then report it to the CBs.	Yes

Criterion D.5. Record Keeping			
	Requirement	Evidence	Compliance
5.1	a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.	The company has documented record of incoming FFB certified and CPO/PK certified out-going three monthly basis.	Yes
	b) All volumes of palm oil and palm kernel oil that are delivered are	Based on review of documents, the company has a system to deduct volume of CPO and PK delivered in	Yes

	deducted from the material accounting system according to conversion ratios stated by RSPO.	WB and Computerized system automatically.	
	c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)	Short Sell system is included in their procedure; it's clear how the system works.	Yes
5.2	In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.	No out-sourced activities within this mill.	Yes

Certified Mill Production in the previous year

MILL	CAPACITY	CPO (tonnes)	PK (tonnes)
Tungkal Ulu Mill	60 TPH	49,583	11,713

Certified FFB received Monthly in the previous year (tonnes)

2014 Month	Tungkal Ulu	Tungkal Ulu Smallholders	Total FFB/month
January	7,872	13,615	21,487
February	6,269	10,664	16,933
March	7,235	10,443	17,684
April	8,041	12,346	20,387
May	7,980	11,728	19,708
June	7,373	10,015	17,388
July	6,148	11,261	17,409
August	10,040	10,656	20,696
September	8,820	9,064	17,884
October	9,357	9,601	18,958
November	8,095	8,846	16,941
December	6,744	6,988	13,732
TOTAL	93,974	125,227	219,201

Sales of CPO and PK certified by etrace

No.	Date	Name of buyer	CPO (Tonnes)	PK (Tonnes)
1	January 2014 – December 2014	XXX	3,805	0
Total			3,805	0

Note: Buyer name is under's client confidential disclosure

Appendix "D"
Abbreviation used

AMDAL	Analisis Mengenai Dampak Lingkungan (Social and Environmental Impact Assessment)
B3	Hazardous, Dangerous and Poisonous Substance
BOD	Biological Oxygen Demand
BPN	Badan Pertahanan Nasional (National Land Authority)
BSI	British Standard Institution
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
FFB	Fresh Fruit Bunch
FSC	Forestry Stewardship Council
GPS	Global Positioning System
HCV	High Conservation Value
HGU	Hak Guna Usaha (Land) title for commercial use
HO	Head Office
IPM	Integrated Pest Management
ISO	International Standards Organisation
ISPO	Indonesia Sustainable Palm Oil Foundation
IUCN	International Union for Conservation of Nature
IUP	Izin Usaha Perkebunan (Plantation Licence)
K3	Kesehatan Dan Keselamatan Kerja (see OHS)
KER	Kernel Extract Ratio
MB	Mass Balance
MSDS	Material Safety Data Sheet
NGO	Non-Government Organisation
OER	Oil Extract Ratio
OHS	Occupational Health and Safety
PK	Palm Kernel
PKB	Perjanjian Kerja Bersama (Worker Agreement)
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
PT	Perseroan Terbatas (Limited Company)
QMS	Quality Management System
RKL	Rencana Pengelolaan Lingkungan (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)
Plasma	Scheme smallholder
RSPO	Rountable Sustainable Palm Oil
RTEs	Rare, Threatened and Endangered Species
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operation Procedure
SG	Segregation
SP	Satuan Pemukiman Transmigrasi (Settlement Unit location in Transmigration project in Indonesia)
UKL	Upaya Pengelolaan Lingkungan (Environmental Management Effort)
UPL	Upaya Pemantauan Lingkungan (Environment Monitoring Effort)