

**MALAYSIAN SUSTAINABLE PALM OIL  
MSPO OPMC Public Summary Report**

- Initial Assessment
- Annual Surveillance Assessment (4)
- Recertification Assessment (Choose an item.)
- Extension of Scope

<b>FGV HOLDINGS BERHAD</b>
Client Company (HQ) Address: FGV Holdings Berhad Wisma FGV, Level 20 West, Jalan Raja Laut 50350 Kuala Lumpur, Malaysia
Certification Unit: FGV Palm Industries Sdn Bhd - Besout Palm Oil Mill & FGV Plantations (Malaysia) Sdn Bhd Besout 6 Estate & Besout 7 Estate
Date of Final Report: 27/7/2023

**Report prepared by:**  
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**Report Number: 3720234**

**Assessment Conducted by:**  
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## Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
<b>Company Name</b>	FGV Holdings Berhad		
<b>Mill/Estate</b>	<b>Certification Unit</b>	<b>MPOB License No.</b>	<b>Expiry Date</b>
	FGVPISB Besout Palm Oil Mill	500155504000	31/03/2024
	FGVPM Besout 6 Estate	574649002000	30/06/2023
	FGVPM Besout 7 Estate	559124002000	31/03/2024
<b>Address</b>	Wisma FGV, Level 20 West, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia		
<b>Management Representative</b>	Mr Ameer Izyanif Bin Hamzah		
<b>Website</b>	www.fgvholdings.com	<b>E-mail</b>	ameer.h@fgvholdings.com
<b>Telephone</b>	+603-2789 1338	<b>Facsimile</b>	+603-2789 0001

1.2 Certification Information			
<b>Certificate Number</b>	Mill: MSPO 701757 Estate: MSPO 701758	<b>Certificate Start Date</b>	07/05/2019
<b>Date of First Certification</b>	07/05/2019	<b>Certificate Expiry Date</b>	06/05/2024
<b>Scope of Certification</b>	<input checked="" type="checkbox"/> Mill: Production of Sustainable Palm Oil and Palm Oil Products <input checked="" type="checkbox"/> Estate: Production of Sustainable Oil Palm Fruits		
<b>Visit Objectives</b>	<p>The objective of the assessment was to conduct an annual surveillance assessment (ASA4) and look for positive evidence to ensure that elements of the scope of certification and the requirements of the management standard are effectively addressed by the FGV Group's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the FGV Group's specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan and where applicable to identify potential areas for improvement of the management system.</p>		
<b>Standard</b>	<input type="checkbox"/> MSPO MS 2530-2:2013 – General Principles for Independent Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills		
<b>Stage 1 Date</b>	N/A (The Certification Unit is RSPO Certified)		
<b>Stage 2 / Initial Assessment Visit Date (IAV)</b>	26/12/2018 - 28/12/2018		
<b>Continuous Assessment Visit Date (CAV) 1</b>	04/02/2020 - 06/02/2020		
<b>Continuous Assessment Visit Date (CAV) 2</b>	02/02/2021 - 04/02/2021		
<b>Continuous Assessment Visit Date (CAV) 3</b>	07/02/2022 - 09/02/2022		

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<b>Continuous Assessment Visit Date (CAV) 4</b>	27/03/2023 - 30/03/2023
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<b>1.3 Other Certifications</b>			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
RSPO 682927	RSPO Principles & Criteria of Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019	BSI Services Malaysia Sdn. Bhd.	29/04/2028
MSP0-SCCS-TCI-030-2020	MSP0 Supply Chain Certification Standard (MSP0 SCCS) 1 October 2018.	Trans Certification International Sdn Bhd	26/03/2025

<b>1.4 Location of Certification Unit</b>			
<b>Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)</b>	<b>Site Address</b>	<b>GPS Reference of the site office</b>	
		<b>Latitude</b>	<b>Longitude</b>
FGVPISB Besout POM	Kilang Sawit Besout, 35600 Sungkai, Perak, Malaysia	3° 52' 48.00" N	101° 16' 33.99" E
FGVPM Besout 6 Estate	Ladang FGVPM Besout 6, 35600 Sungkai, Perak, Malaysia	3° 46' 39.00" N	101° 16' 30.09" E
FGVPM Besout 7 Estate	Ladang FGVPM Besout 7, 35600 Sungkai, Perak, Malaysia	3° 50' 35.00" N	101° 17' 35.00" E

<b>1.5 Certified Area</b>					
<b>Estate</b>	<b>Total Planted (Mature + Immature) (ha)</b>	<b>HCV (ha)</b>	<b>Infrastructure &amp; Other (ha)</b>	<b>Total Area (ha)</b>	<b>% of Planted</b>
FGVPM Besout 6 Estate	*2,109.71	0	**273.48	***2,383.19	88.52
FGVPM Besout 7 Estate	2,495.00	0	413.04	2,908.04	85.80
<b>Total (ha)</b>	<b>4,604.71</b>	<b>0</b>	<b>686.52</b>	<b>5,291.23</b>	

Note:

Unit Pengurusan Tanah, FGVPM conduct re-surveying estate's land area with all changes applied using UPT PL 01 form and approved by top management.

Due to the re-survey conducted, certified area at FGVPM Besout 6 Estate has changes as follow.

\*Planted area is reduce of 41.5ha.

\*\*Infrastructure area is increases of 39.79ha.

\*\*\*Total estate area is reducing of 1.71ha.

1.6 Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Besout 6 Estate	19.91	1,241.19	337.81	433.28	78.15	2,089.80	19.91
FGVPM Besout 7 Estate	-	1,848.49	646.51	-	-	2,495.00	-
<b>Total (ha)</b>	<b>19.91</b>	<b>3,089.68</b>	<b>984.32</b>	<b>433.28</b>	<b>78.15</b>	<b>4,584.80</b>	<b>19.91</b>

1.7 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (May 2023 - Apr 2023)	Actual (Feb 2022 - Feb 2023)	Forecast (May 2023 - Apr 2024)
FGVPM Besout 6 Estate	43,809.25	41,126.80	49,083.10
FGVPM Besout 7 Estate	23,075.89	23,646.92	38,398.00
<b>Total (mt)</b>	<b>66,885.14</b>	<b>64,773.72</b>	<b>87,481.10</b>

1.8 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (May 2023 - Apr 2023)	Actual (Feb 2022 - Feb 2023)	Forecast (May 2023 - Apr 2024)
Independent Smallholders	205,000.00	190,268.10	170,000.00
<b>Total (mt)</b>	<b>205,000.00</b>	<b>190,268.10</b>	<b>170,000.00</b>

1.9 Certified Tonnage			
Mill Capacity: 54 MT/hr  SCC Model: MB	Estimated (May 2023 - Apr 2023)	Actual (Feb 2022 - Feb 2023)	Forecast (May 2023 - Apr 2024)
	FFB	FFB	FFB
	66,885.14	64,773.72	87,481.10
	CPO (OER: 20.00%)	CPO (OER: 16.45%)	CPO (OER: 14.86%)
	13,377.03	10,658.13	13,000.00
	PK (KER: 5.50%)	PK (KER: 4.37%)	PK (KER: 3.86%)
3,678.68	2,832.51	3,380.00	

1.10 Actual Sold Volume (CPO)					
CPO (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
10,658.13	-	-	-	10,658.13	10,658.13

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<b>1.11 Actual Sold Volume (PK)</b>					
<b>PK (mt)</b>	<b>MSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>RSPO</b>		
2,832.51	-	-	2,678.79	153.72	2,832.51

## Section 2: Assessment Process

BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems.

### Assessment Methodology, Programme, Site Visits

This on-site assessment was conducted from 27/03/2023 - 30/03/2023. The audit programme is included as Section 2.4. The approach to the audit was to treat the FGVPIB Besout Palm Oil Mill, FGVPM Besout 6 Estate and FGVPM Besout 7 Estate as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, 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 and external stakeholders, review of documentation and monitoring data. MS 2530-3:2013 and MS 2530-4:2013 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The Certification Unit not using MSPO certification marks for any type of on- and off-product communication. The Certification Unit are compliance with the use of the MSPO Logo and related claims.

The estates sample were determined based on formula  $S = r\sqrt{n}$  where  $n$  is the number of estates while when applicable, the estates sample were determined following the MSPO Certification Requirement. The sampling of estates was based on the formula  $(r\sqrt{n})$ ; where  $r$  is the risk factor (may defers 1, 1.5 and 2 depending on risk), where  $n$  is total number of group estates.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.6.

This report is structured to provide a summary of assessment finding as attached in the Section 3. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

One of the previous nonconformities is re-raised from minor to major while the others are closed. The assessment findings from the initial assessment are detailed in Section 4.2. Major NC closure was conducted offsite based on evidence submitted.

This report was externally reviewed by MSPO approved Peer Reviewer prior to certification and recertification decision by BSI. For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

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

Assessment Program					
Name (Mill / Plantation / Group smallholders)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Besout POM	✓	✓	✓	✓	✓
FGVPM Besout 6 Estate	✓	✓	✓	✓	✓
FGVPM Besout 7 Estate	✓	✓	✓	✓	✓

**Tentative Date of Next Visit: March 25, 2024 - March 29, 2024**

**Total No. of Mandays: 11**

**2.1 BSI Assessment Team**

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Mohd Nur Amin bin Mohd Halim (MNA)	Team Leader	<p><b>Education:</b> Diploma Office Management &amp; Technology, UiTM.</p> <p><b>Work Experience:</b> He gained his career as sustainability practitioner in Government Link Company related to palm oil plantation for over 6 years and 10 months majorly handling operational excellent, environment, safety and health at the upstream and downstream operations. He then joining an international certification body over the last 3 years and started his auditing career as qualified lead auditor for MSPO (OPMC and SCCS) scheme; and qualified auditor for ISCC Waste and Residue scheme. Concurrent, he was also a document controller and scheme coordinator for MSPO (OPMC and SCCS) prior to DSM accreditation.</p> <p><b>Training attended:</b> He has completed Exemplar IMS (9001, 14001 &amp; 45001) LA Course (2019), SA 8000 Course (2019), Endorse MSPO SCCS Course (2020), Endorse MSPO LA Course (2020), Endorse ISCC Waste and Residue Course (2020), HCV &amp; HCS Course (2020), Endorse ISCC Basic &amp; PLUS Course (2022), CQI &amp; IRCA ISO 14001:2015 LA Course (2022), Endorse RSPO P&amp;C LA Course (2022), Endorse RSPO SCCS LA Course (2022).</p> <p><b>Aspect covered in this audit:</b> Company policy &amp; commitment, transparency &amp; communications, social impact &amp; aspects, human rights, employees’ welfare, trafficking &amp; child labour, stakeholders’ consultation (Principle 1, Principle 2 and Principle 4).</p> <p><b>Language proficiency:</b></p>



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<p>Yusof Khairan Nizar b. Ahmad Tarmizi (YKN)</p>	<p>Team Member</p>	<p>He is fluent in both verbal/ written English and Bahasa Malaysia languages.</p> <p><b>Education:</b>            Certificate of Safety and Health Officer-Malaysian Insurance Institute (2003). Bachelor of Corporate Administration (Hons)-MARA University of Technology, Malaysia (2003), Master of Science in Occupational Safety and Health Management-Northern University of Malaysia (2011).</p> <p><b>Work Experience:</b>            Experience in managing, consulting, training and auditing Quality, Environmental, Occupational Safety and Health Management Systems such as ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, OHSAS 18001:2007, MS 1722:2011 since 1996. Contract Trainer of OSH &amp; Environmental Legal &amp; Other Requirements Lead Auditors course for SIRIM Training Services Sdn Bhd &amp; NIOSH Certification Sdn Bhd. Contract Auditor for Quality, Environmental, Occupational Safety and Health Management System and Malaysia Sustainable Palm Oil (MSPO). OSH, Legal and Environmental Auditor for TUV Rheinland Malaysia RSPO Principles &amp; Criteria. Contract SIRIM QAS International Auditor (2006). Department of Occupational Safety and Health Malaysia (DOSH) Registered Safety and Health Officer (2003-2006). Approved Human Resources Development Fund (HRDF) Trainer (since 2011). Also appointed as Assessor for Prime Minister's Hibiscus Award involving assessment for oil and gas companies, plantations industries, manufacturing, utilities, cleaning and transportations services (since 2003). MPOCC Registered Peer Reviewer.</p> <p><b>Training attended:</b>            Successfully attended course ISO 9001:2000 IRCA/IATC A Lead Auditor Course – International Management &amp; Technology Limited (Kuala Lumpur), ISO 14001:2004 IEMA Approved EMS Advanced Lead Auditor Course – Aspects Moody Certification Ltd (UK). OH&amp;SMS IRCA Certified Lead Auditor Course – Moody International (KL). MS 1722 Lead Auditor Training – NIOSH Certification (KL). ISO 9001:2015 and ISO 14001:2015 Transition Course-DNV-GL, ISO 45001:2018 Auditor Migration Training-NIOSH Certification. MSPO Auditing – SGS (Malaysia). RSPO P&amp;C 2018 Lead Auditor Course – Checkmark Training. Also attended the Quality &amp; Environmental MS Auditing Skills Based on Risk Management, Conformity Assessment – For Bodied Providing Audit and Certification (ISO/IEC 17021:2015) collaboration with Institute of Quality Malaysia, ISO/IEC 17021. Attended MSPO Peer Reviewer Training (MPOCC)-2019. Attended Online HCV-HCS Integrated Concept &amp; Brief Method and another one Social Knowledge for Assessing High Carbon Stock jointly organized by Asian Institute of Knowledge (Aiknow) and PT Remark Asia. SMETA Auditor Training based on Ethical Trade Initiative (ETI) and Sedex Members Ethical Trade Audit (SMETA).</p> <p><b>Aspect covered in this audit:</b>            Continuous Improvement Plan, legal requirement, safety requirement, safety risk analysis, safety implementation, accident reporting and Training, mill and estates best practices, Mill and estate long-term economic viability, contractor management (Principle 1, Principle 3, Principle 4 and Principle 6).</p>
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		<p><b>Language proficiency:</b> He is fluent in both verbal/ written English and Bahasa Malaysia languages.</p>
Ahmad Rofi Bin Abu Talib Khan (ARK)	Team Member	<p><b>Education:</b> Bachelor’s Degree in mechanical engineering from Universiti Teknologi MARA Shah Alam, graduated in 2015.</p> <p><b>Work Experience:</b> He started his career as Assistant Mill Manager at Tradewinds Plantations Bhd (TPB) managing the day-to-day mill operations. In his three years’ experience at TPB, he has experience handling the certification of ISO 9001, OHSAS 18001, ISO 14001 as well as Malaysia Sustainable Palm Oil (MSPO). He is then moved to United Malacca Berhad to work as Mill Engineer where he assisted mill manager in daily mill operation and together with his team at the mill, started the ISCC initiatives to certify the mill and the supply bases with the scheme. He is a qualified Lead Auditor for MS 2530:2013 and has accumulated more than 300 audit days throughout his current career as the auditor for multiple disciplines covering all over Malaysia.</p> <p><b>Training attended:</b> He has completed CQI – IRCA approved ISO 9001, ISO 14001 and ISO 45001 Lead Auditor Course, MSPO 2530:2013 Lead Auditor Course, Endorsed RSPO Lead Auditor and RSPO SCC Auditor course.</p> <p><b>Aspect covered in this audit:</b> Traceability, land used rights, environmental management &amp; action plan, environmental requirement, biodiversity &amp; HCV, water &amp; waste management, opening burning practices, and new development (if any). (Principle 2, Principle 3, Principle 5 and Principle 7).</p> <p><b>Language proficiency:</b> He is fluent in both verbal/ written English and Bahasa Malaysia languages.</p>

**2.2 Impartiality and conflict of interest**

During this assessment there was no circumstances or pressure that had influenced the independence or confidentiality of the assessment team.

**2.3 Accompanying Persons**

No.	Name	Role
	Nil	

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**2.4 Assessment Plan**

The assessment plan was sent to the client prior to the assessment.

Date	Time	Subjects	MNA	ARA	YKN
Sunday 26/03/2023	0900 - 1800	Auditors travel to Slim River, Perak for hotel check-in.	✓	✓	✓
Monday 27/03/2023	0900 - 0930	Opening meeting (venue: TBC): <ul style="list-style-type: none"> <li>• Opening presentation by audit team leader.</li> <li>• Confirmation of assessment scope and finalize audit plan (including stakeholder’s consultation).</li> </ul>	✓	✓	✓
	0930 - 1230	<b>Besout POM</b> Site visit, FFB receiving, warehouse, workshop, wastes management & landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders, etc. and stakeholder consultation.	✓	✓	✓
	1230 - 1330	Lunch break	✓	✓	✓
	1330 - 1630	<b>Besout POM</b> Document review P1 – P6 (MS 2530 Part 4): SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation, etc.	✓	✓	✓
	1630 - 1700	Interim closing briefing	✓	✓	✓
Tuesday 28/03/2023	0930 - 1230	<b>Besout 6 Estate</b> Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, wastes management, workers housing, clinic, Landfill, etc. meeting stakeholders, etc. and stakeholder consultation.	✓	✓	✓
	1230 - 1330	Lunch break	✓	✓	✓
	1330 - 1630	<b>Besout 6 Estate</b> Document review P1 – P7 (MS 2530 Part 3): General Documentation e.g., Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP, and implementation etc.	✓	✓	✓
	1630 - 1700	Interim closing briefing	✓	✓	✓
	0900 - 1230	<b>Besout 7 Estate</b>	✓	✓	✓

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Date	Time	Subjects	MNA	ARA	YKN
Wednesday 29/03/2023		Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, wastes management, workers housing, clinic, Landfill, etc. meeting stakeholders, etc. and stakeholder consultation.			
	1230 - 1330	Lunch break	✓	✓	✓
	1330 - 1630	<b><u>Besout 7 Estate</u></b> Document review P1 – P7 (MS 2530 Part 3): General Documentation e.g., Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP, and implementation etc.	✓	✓	✓
	1630 - 1700	Interim closing briefing	✓	✓	✓
Thursday 30/03/2023	0900 - 1230	<b><u>Besout 6 Estate</u></b> Continue with outstanding elements	✓	✓	✓
	1230 - 1300	Interim closing briefing	✓	✓	✓
	1300 - 1400	Lunch Break	✓	✓	✓
	1400 - 1430	Audit team discussion & preparation for closing meeting	✓	✓	✓
	1430 - 1530	Closing meeting	✓	✓	✓
	1530	End of Assessment & Travel Back to Kuala Lumpur	✓	✓	✓

### Section 3: Assessment Findings

#### 3.1 Details of audit results

This assessment has been assessed using the following MSPO normative requirements. The assessment details are provided in Appendix A.

- MSPO MS 2530-2:2013 – General Principles for Independent Smallholders
- MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders
- MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills

#### 3.2 Details of Nonconformities and Opportunity for improvement

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

During the assessment there were five (5) Major & two (2) Minor nonconformities and eight (8) OFIs raised. The FGVPIB Besout POM and Supply Base Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Non-conformity(ies) has been verified for its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-Conformity Report			
<b>NCR Ref #:</b>	2326302-202303-M1	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	29/06/2023	<b>Date of Closure:</b>	19/06/2023
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.1.4.1 Major
<b>Requirements:</b>	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.		
<b>Statement of Nonconformity:</b>	Action Plan for Continual Improvement found not established and considered for year 2023.		
<b>Objective Evidence:</b>	While in FGVPM Besout 7, found Continual Improvement Plan established only for year 2020-2021 (Reduce Certain Pesticides, Reduce Environmental impacts, maximizing recycling of waste or by products, Reduction of GHG Emission Plan, Control of social impact and improve FFB production). While in 2022 only have target sets and no action plan for Continual Improvement Plan established for year 2023.		
<b>Corrections:</b>	Prepare for the review of the document’s continuous improvement action plan program for the year 2023.		
<b>Root cause analysis:</b>	The continuous improvement plan for the year 2022 could not be fully implemented due to COVID-19, the program will continue until 2023, however the responsible officer did not update the preparation of document review for 2023.		

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<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Actions for the continuous improvement plan will be discussed in the FGVP Besout 7 Estate management review meeting and will be minute as a mechanism for monitoring the implementation of the program according to the current year.</li> <li>2. Management appoints responsible officers for ensuring that the continuous improvement plan program is implemented, and the objective are achieved.</li> </ol>
<b>Assessment Conclusion:</b>	<p>Major Non-conformity close out</p> <p>Evidence verified:</p> <p>FGVPM Besout 7 Estate submitted the evidence for NC Major with documents includes correction as below.</p> <ol style="list-style-type: none"> <li>1. FGVPM Besout 7 Estate conduct management review meeting on 29/05/2023 to discuss agenda on environmental objective, production objective, social objective, and estate activities. Based on the agenda review, the management discussed on continuous improvement plan for year 2023. The plan describes management to monitor the matters consist of chemical application reduction plan, environmental impact reduction plan, recycle optimum &amp; reduction plan and pollution prevention plan for GHG.</li> <li>2. Additional on monitoring the implementation of continuous improvement plan, FGVPM Besout 7 Estate appoint Mr. Syed Muhamad Syahir Bin Syed Azmi, Estate Assistant Manager with appointment letter reference no.: (31)/620/7-1-6 signed by Mr. Noordin Ahmad Bin Hisnin, Estate Manager dated on 08/05/2023.</li> </ol> <p>The evidence submitted were found adequate and effectively implemented. The Major NC was closed on 19/06/2023.</p> <p>The implementation of the corrective actions will be verified during next assessment.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-M2	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	29/06/2023	<b>Date of Closure:</b>	19/06/2023
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.3.1.1 Major
<b>Requirements:</b>	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations.		
<b>Statement of Nonconformity:</b>	The operation of Fume Hood in laboratory found non-compliance to applicable subsidiary legal requirements under Environmental Quality Act 1974.		
<b>Objective Evidence:</b>	One unit of Fume Hood in Laboratory found not having Written Approval or Notified to DOE under Regulation 5 of Environmental Quality (Clean Air) Regulations 2014 as required.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. POM management requests approval to appoint a 3rd party to prepare a drawing plan for the fume hood.</li> <li>2. Submit proof of action for written permission application to DOE for the approval requirements.</li> </ol>		

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<b>Root cause analysis:</b>	Management needs to re-prepare the drawing plan for the fume hood to be submitted together with the written permission permit application form to the DOE as the approval requirement takes time to be implemented.
<b>Corrective Actions:</b>	POM management needs to get feedback from DOE before starting the installation of new equipment that requires legal compliance.
<b>Assessment Conclusion:</b>	<p>Major Non-conformity close out</p> <p>Evidence verified:</p> <p>FGVPISB Besout POM submitted the evidence for NC Major with documents includes correction as below.</p> <ol style="list-style-type: none"> <li>1. FGVPISB Besout POM management established milestone program for getting DOE Written notification approval dated on 16/06/2023. Based on the milestone program, sighted management will only be completing to get permission written from DOE until July 2023. As at now, FGVPISB Besout POM management had prepared proposal to appoint a 3rd party to prepare a drawing plan for the fume hood. The proposal ID number is Q230243806 with reference number BST-0106-2023 dated 17/05/2023. Review on the accepted proposal on 18/05/2023, the management awarded to MZ Enviro Testing and Consulting Sdn Bhd with 'Surat Perintah Kerja' Document number 3301620738 / 1301251764 dated 15/06/2023.</li> </ol> <p>The evidence submitted were found adequate and effectively implemented.</p> <p>The Major NC was closed on 19/06/2023.</p> <p>The permission written from DOE as stated in the corrective actions will be verified during next assessment.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-M3	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	29/06/2023	<b>Date of Closure:</b>	19/06/2023
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.3.1.1 Major
<b>Requirements:</b>	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.		
<b>Statement of Nonconformity:</b>	Evaluation of compliance was not adequately evaluated and monitored for estate operation.		
<b>Objective Evidence:</b>	<p>In FGVPM Besout 6 sighted from the statement of compliance was wrongly evaluated and stated as 'Compliance' for non-applicable requirements of:</p> <ul style="list-style-type: none"> <li>• Legal Register (FGV/GSD-SR/LR 0049 for Occupational Safety and Health Act (Amendment) 2022 updated 10/02/23 (Section 29 Appointment of Safety and Health Officer).</li> <li>• Legal Register (FGV/GSD-SR/LR 0048 for Fire Services Act 1988 updated 10/02/23 (Section 28, 29, 33 of Fire Certificate Requirements).</li> <li>• Legal Register (FGV/GSD-SR/LR 0049 for Fire Services (Fire Certificate) (Amendment) Regulations 2020 updated 10/02/23 (The whole Regulations).</li> <li>• Legal Register (FGV/GSD-SR/LR 0065 for updated 10/02/23 for Solid Waste and Public Cleansing Act 2007 updated 10/02/23 (The whole Act not applicable as</li> </ul>		



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	<p>stated under Section1(2) Applicability that mentioned Effective date in 2011 except P. Pinang, Perak, Selangor and etc.</p> <p>In FGV Besout 7, found:</p> <ul style="list-style-type: none"> <li>• JKPP 8 Form notified 2 cases of accident to DOSH on 18/01/23 for statistic of incident in 2022 wrongly declared as 3 cases of accident notified to DOSH in JKPP 6 on 01/01/22 Mohd Azmy b. Rosly (700601085087), 29/10/22 Md Nasimuddin (N4531138), 08/04/22 Muhamad Salimi b. Muhamad (820203085803).</li> <li>• Found expired License for Generating Electricity 21.25 kW (2 unit of genset) for Private Installation used at Worker’s Hostel 6B (1) under Regulation 9 of Electrical Services Act 1990 in Form F valid from 25/06/20-24/06/21.</li> </ul>
<p><b>Corrections:</b></p>	<ol style="list-style-type: none"> <li>1. Officials of the HQ Sustainability Legal Department will provide a reference list of the latest Legal Register Act that specifies the specific legislation that applies to each estate and POM.</li> <li>2. Show a copy of the communication record with DOSH for the preparation of the JKPP 8 report.</li> <li>3. The monitoring program for the installation of TNB electricity connection to dormitory 6B was completed in the current year.</li> <li>4. Proof of application for a valid period of time for the use of electric generators.</li> </ol>
<p><b>Root cause analysis:</b></p>	<ol style="list-style-type: none"> <li>1. Project management is provided with a reference copy of the legal register document that has been prepared by the HQ Sustainability Legal Department in general where the responsible officer who prepares the compliance review does not know that there are some legal Acts that do not apply to project operations.</li> <li>2. The reporting of only 2 accident cases out of 3 accident cases that occurred in 2022 because one of the accidents occurred outside of duty hours and the action was referred to the JKPP officer who stated the need for only 2 cases to be reported, the matter was explained to the auditor but not accepted.</li> <li>3. The use of electric generators in dormitory 6B according to the plan will be terminated after the electrical connection installation work from TNB to the dormitory is completed in 2022, however the TNB approval process takes some time due to the expired license not being renewed.</li> </ol>
<p><b>Corrective Actions:</b></p>	<ol style="list-style-type: none"> <li>1. The HQ Sustainability Legal Department provides a training program on how to review the legal register list for project management and staff responsible for filling out the correct legal register review.</li> <li>2. Management has a copy of the document proving communication with DOSH for any approval or permission to comply with legal requirements.</li> <li>3. Management expedited the approval of the installation of TNB's electrical connection to dormitory 6B to end the use of electrical generators.</li> </ol>
<p><b>Assessment Conclusion:</b></p>	<p>Major Non-conformity close out</p> <p>Evidence verified:</p> <p>FGV Group HQ Sustainability Department submitted the evidence for NC Major with documents includes correction as below.</p> <ol style="list-style-type: none"> <li>1. Training program for year 2023 established includes with topics on preparation of legal register. Based on amendment legal register submitted, verified the HQ department amended Occupational Safety and Health Act (Amendment) 2022,</li> </ol>



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	<p>Fire Services Act 1988, Fire Services (Fire Certificate) (Amendment) Regulations 2020, Solid Waste and Public Cleansing Act 2007.</p> <ol style="list-style-type: none"> <li>2. Review on email communication dated 12/04/2023, FGVPM Besout 7 Estate management able to get clarification with DOSH Officer on the accident reporting which is comply to NADOPOD 2004 requirement.</li> <li>3. FGVPM Besout 7 Estate management able to demonstrate on renewing their License for Generating Electricity 21.25 kW (2 unit of genset) for Private Installation used at Worker’s Hostel 6B (1) by using Form F with Series No.: 61433 (License No.: 2023/01306 valid from 18/05/2023 until 17/05/2024. At the same time, FGVPM Besout 7 Estate management established Management Plan for year 2023 to monitor the approval of the installation of TNB’s electrical connection to dormitory 6B to end the use of electrical generators.</li> </ol> <p>The evidence submitted were found adequate and effectively implemented. The Major NC was closed on 19/06/2023. The implementation of the corrective actions will be verified during next assessment.</p>
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<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-M4	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	29/06/2023	<b>Date of Closure:</b>	19/06/2023
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.5.1.1 Major
<b>Requirements:</b>	An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented.		
<b>Statement of Nonconformity:</b>	The environmental policy is not fully implemented.		
<b>Objective Evidence:</b>	<p>Sighted the Environment Policy with the statement 'FGV to comply with all policy and internal procedure as well as the legal requirement relevant to the country where FGV in operation'.</p> <p>During site tour at Besout POM, it was sighted that the effluent inlet flow is not in operation. This is against the requirement in the 'Syarat-Syarat Lesen Premise Kilang Minyak Kelapa Sawit' With Ref No: AS(B)A31/152/000/022 Clause 14, 'Meter kadar alir (Flowrate Meter) hendaklah dipasang sebelum efluen memasuki system pengolahan dan di takat pelepasan efluen dan berfungsi'.</p> <p>Document checking verified that the management has yet to conduct the Environment Third Party Audit for the licensing year. The last third-party environment audit was conducted on 27/05/2022. This is against the statement in clause 22, where the mill must appoint the DOE's registered third part assessor and conduct the audit two times a year.</p>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. New flowmeter installation work completed before May 2023.</li> <li>2. The installation of a display of the "Notice Board for the Permit and License Legal Compliance List" in the office as a monitoring mechanism and reminder to the officers responsible for implementation before the expiry of the period.</li> </ol>		

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<b>Root cause analysis:</b>	<ol style="list-style-type: none"> <li>The existing flowmeter was detected to have a reading problem in Dec 2022 where the reading information was inaccurate, the approval process and the appointment of a vendor for the new flowmeter replacement work took time to complete.</li> <li>No mechanism for monitoring licenses and permits is provided, causing responsible officers to overlook the need to carry out environmental audits, audits by 3rd parties twice a year.</li> </ol>
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>Management took immediate action to submit an application and approval for the immediate installation work of replacing the damaged flowmeter.</li> <li>Improvement of the agenda format of the safety meeting minutes of the HSE by making the monitoring of licenses &amp; permits a regular discussion agenda.</li> </ol>
<b>Assessment Conclusion:</b>	<p>Major Non-conformity close out</p> <p>Evidence verified:</p> <p>FGVPISB Besout POM submitted the evidence for NC Major with documents includes correction as below.</p> <ol style="list-style-type: none"> <li>Based on 'Surat Perintah Kerja' Document number 3301607410 / 1301240710 dated 28/03/2023. Management took immediate action to replace the one (1) unit of damaged flowmeter. Based on list of licenses submitted, sighted at no.38 that the management scheduled for Flowmeter MRE calibration remarks on 30/08/2023.</li> <li>Review minutes of Safety &amp; Health Committee Meeting BIL 02/2022 dated 13/06/2023, verified the committee had discuss safety and health agenda includes the monitoring of permits and licenses.</li> </ol> <p>The evidence submitted were found adequate and effectively implemented.</p> <p>The Major NC was closed on 19/06/2023.</p> <p>The implementation of the corrective actions will be verified during next assessment.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-M5	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	29/06/2023	<b>Date of Closure:</b>	19/06/2023
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.5.3.3 Major
<b>Requirements:</b>	The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005.		
<b>Statement of Nonconformity:</b>	The implementation of handling, storage and disposal of schedule waste is inefficient.		
<b>Objective Evidence:</b>	During site tour at schedule waste store, it was found that four out of five schedule waste was not labelled. This is against the requirement of set in the procedure (Prosedur Kerja Selamat Pengendalian Bahan Buangan Berjadual, Ref No: FPI-PK-106, dated 04/04/2017) which stated that 6.1.7 All Schedule Waste must be clearly		

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	<p>labelled in accordance with the Third Schedule Environment Quality Regulation (Schedule Waste).</p> <p>Document review regarding the inventory at mill verified that there are lapse that between the manual entry logbook compared to declared in the fifth schedule. this is against the requirement stated in reference through Environmental Quality (Schedule Waste) Regulation 2005, Clause 11. A waste generator shall keep accurate and up-to-date inventory in accordance with the Fifth Schedule of the categories and quantities of scheduled wastes being generated, treated, and disposed of and of materials or product recovered from such scheduled wastes for a period up to three years from the date the scheduled wastes was generated.</p> <p>The Minor NC (2164249-202202-N1) was raised in previous assessment, it was noted that the Corrective Action were found to be ineffective, thus the Minor NC is escalated to Major NC.</p>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. The display of instruction memos in the SW store for the need to inform the staff responsible for the addition of new SW stating the strict actions that will be imposed.</li> <li>2. The action of scheduling the SW delivery day to the store.</li> <li>3. Corrective actions by only appointing 2 responsible officers who will hold the keys to the SW store, namely the Foreman and the Assistant Manager.</li> </ol>
<b>Root cause analysis:</b>	<p>The decision of the responsible officer to give a copy of the SW store key to several people resulted in the entry of new SW waste into the store without being notified to the responsible officer for the need to record inventory and labels.</p>
<b>Corrective Actions:</b>	<p>Discussed and minuted in the Environment Performance Monitoring Committee (EPMC) meeting.</p>
<b>Assessment Conclusion:</b>	<p>Major Non-conformity close out</p> <p>Evidence verified:</p> <p>FGVPISB Besout POM submitted the evidence for NC Major with documents includes correction as below.</p> <ol style="list-style-type: none"> <li>1. Document review on the Fifth Scheduled of the Inventory of Scheduled Waste for May 2023, verified waste balance, quantity generated, and waste handling is accurate to compare with the actual from manual entry logbook.</li> <li>2. Review on the memo dated 10/04/2023, verified FGVPISB Besout POM management has named two (2) person in-charge to handle SW store. The memo describes the responsibility of the person in-charge to manage by maintained inventory records, labelling and disposal as per procedure. FGV has include the responsibility of the PIC into respective foreman and assistant manager’s job descriptions.</li> </ol> <p>The evidence submitted were found adequate and effectively implemented.</p> <p>The Major NC was closed on 19/06/2023.</p> <p>The implementation of the corrective actions will be verified during next assessment.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-N1	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	Next Assessment	<b>Date of Closure:</b>	Open

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<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.4.5.11 Minor
<b>Requirements:</b>	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities.		
<b>Statement of Nonconformity:</b>	Housing inspection report not sufficiently capture all potential issue which lead to inconducive conditions.		
<b>Objective Evidence:</b>	Document review of 'Borang Pemeriksaan Perumahan Petugas', Doc. No.: FGVPI/ML/E 1.5.3/Borang 01 sighted the inspection covered all housing blocks include A, B, F & H which conducted latest on 31/08/2022. No issue remarks in the checklist by the housing PIC.  However, during onsite visit observed an assortment of construction debris such as unused metal zincs founded, damages garage's roof, broken culverts, blocked drainage and cleanliness.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>The act of appointing more responsible officers who will carry out monitoring of residential areas divided by area and scheduled.</li> <li>Improvement on the housing inspection checklist form which is Form FGVPI/ML/E1.5.3 by the FGVPI Sustainability Department for items that are checked with more clear compliance or non-compliance criteria can be stated.</li> </ol>		
<b>Root cause analysis:</b>	Housing inspection actions are not carried out effectively to detect problems that require improvement actions due to the large number of houses that need to be inspected and only one officer is responsible for conducting inspections, many inspections that have been made are not recorded.		
<b>Corrective Actions:</b>	The POM management's action to carry out a review of the Housing Inspection Form that has been prepared states the next corrective action.		
<b>Assessment Conclusion:</b>	The correction and corrective action plan were found to be adequate. Effectiveness of the implementation will be verified on next assessment.		

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2326302-202303-N2	<b>Issue Date:</b>	30/03/2023
<b>Due Date:</b>	Next Assessment	<b>Date of Closure:</b>	Open
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.5.5.1 Minor
<b>Requirements:</b>	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:  f) Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.		
<b>Statement of Nonconformity:</b>	The process measuring the ground water is not conducted.		
<b>Objective Evidence:</b>	Verified that there is a tube well available at Besout 7 Estate. However, the process of measuring the ground water table is not conducted.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>Carry out the purchase and installation of underground water level measuring equipment for the tube well water source in the workers' dormitory.</li> </ol>		

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	<p>2. Provide a record book that records the underground water level readings for each tube well water source.</p> <p>3. Appoint responsible officers who monitor and take daily readings of underground water levels in tube wells in each dormitory.</p>
<b>Root cause analysis:</b>	Management does not have the equipment to measure the water level of the tube well water supply source used.
<b>Corrective Actions:</b>	The provision of underground water level reading measurement equipment for underground water sources is fully provided by the contractor appointed to carry out the work of constructing the tube well specified in the work contract.
<b>Assessment Conclusion:</b>	The correction and corrective action plan were found to be adequate. Effectiveness of the implementation will be verified on next assessment.

Opportunity For Improvement			
<b>Ref:</b>	2326302-202303-I1	<b>Clause:</b>	MSPO 2530 Part 3: 4.3.2.4
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate		
<b>Objective Evidence:</b>	FGVPM Besout 7 Estate may follow up on the status pertaining land disputes issues as per procedure.		

Opportunity For Improvement			
<b>Ref:</b>	2326302-202303-I2	<b>Clause:</b>	MSPO 2530 Part 3: 4.3.1.1
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate		
<b>Objective Evidence:</b>	The capacity of bunding for two (2) tank of Diesel 14,216 litres and 14,527 litres and condition of outlet valved to be further enhanced and adequate control to accommodate potential leakage/spill of chemicals.		

Opportunity For Improvement			
<b>Ref:</b>	2326302-202303-I3	<b>Clause:</b>	MSPO 2530 Part 4: 4.4.4.2 (b)
<b>Area/Process:</b>	FGVPISB Besout POM		
<b>Objective Evidence:</b>	The current risk control measure to be further review and consistent for guarding and fencing of Nut Piling Drum A & B and further avoid risk to exposure to employees.		

Opportunity For Improvement			
<b>Ref:</b>	2326302-202303-I4	<b>Clause:</b>	MSPO 2530 Part 4: 4.4.4.2 (c)
<b>Area/Process:</b>	FGVPISB Besout POM		
<b>Objective Evidence:</b>	Emergency Shower and Eye Wash located inside the Chemicals Store to be located suitably and allowing accessibility of others who exposed to chemicals.		

Opportunity For Improvement			
<b>Ref:</b>	2326302-202303-I5	<b>Clause:</b>	MSPO 2530 Part 3: 4.4.4.2 (b)
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate		

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<b>Objective Evidence:</b>	HIRARC Revision on 31/12/23 to be further review and consider potential risk of each machinery under Mechanization Programme to adequately propose for better control measure and prevention of incident.
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<b>Opportunity For Improvement</b>			
<b>Ref:</b>	2326302-202303-I6	<b>Clause:</b>	MSPO 2530 Part 3: 4.4.4.2 (e)
<b>Area/Process:</b>	FGVPM Besout 6 Estate and Besout 7 Estate		
<b>Objective Evidence:</b>	Current Emergency Eye Bash located near Chemical Store and Mixing Area to be further upgraded with shower mechanism for emergency purpose.		

<b>Opportunity For Improvement</b>			
<b>Ref:</b>	2326302-202303-I7	<b>Clause:</b>	MSPO 2530 Part 4: 4.5.4.1
<b>Area/Process:</b>	FGVPISB Besout POM		
<b>Objective Evidence:</b>	The mill to improve on the handling of EFB Leachate to prevent the leachate from overflowing to monsoon drain during the absence of the operator.		

<b>Opportunity For Improvement</b>			
<b>Ref:</b>	2326302-202303-I8	<b>Clause:</b>	MSPO 2530 Part 4: 4.5.5.1
<b>Area/Process:</b>	FGVPISB Besout POM		
<b>Objective Evidence:</b>	The mill to improve on water management plan by including all point of water usage and plan accordingly in reducing the water consumption at each point.		

<b>Noteworthy Positive Comments</b>	
1.	Good commitment, cooperation, and audit arrangement from the auditees.
2.	Positive feedback from the stakeholder received during interview.
3.	Good relationship and communication between the management and local communities.

**3.3 Status of Nonconformities Previously Identified and OFI**

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2164249-202202-M1	<b>Issue Date:</b>	09/02/2022
<b>Due Date:</b>	08/05/2022	<b>Date of Closure:</b>	07/10/2022
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.4.5.4 Major
<b>Requirements:</b>	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.		
<b>Statement of Nonconformity:</b>	Contractors' workers overtime was not paid accordingly.		

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<b>Objective Evidence:</b>	<p>1) The overtime payment made by contractor to their workers (e.g., for September 2021) was not tally with the overtime record (Borang Tuntutan Bayaran Kerja &amp; Kerja Lebih Masa) provided by FGVPISB Besout POM as follows:</p> <ol style="list-style-type: none"> <li>1. I/C No: 89xxxx-08-55xx, O/T recorded: 18hours (RM248.08), However, O/T paid only 3 hours (RM25.96).</li> <li>2. I/C No: 90xxxx-08-50xx, O/T recorded: 13 hours (RM204.81), However, O/T paid only 1 hour (RM8.65).</li> <li>3. I/C No: 88xxxx-08-71xx, O/T recorded: 14 hours (RM121.15), However, O/T paid only 7.5 hours (RM109.62).</li> <li>4. d) I/C No: 85xxxx-08-65xx, O/T recorded: 19.5 hours (RM261.06), However, O/T paid only 5 hours (RM43.27).</li> <li>5. I/C No: 76xxxx-08-53xx, O/T recorded: 8 hours (RM161.54), However, O/T paid only 1 hour (RM8.65).</li> <li>6. I/C No: 87xxxx-08-62xx, O/T recorded:16.5 hours (RM142.79), However, O/T paid only 13 hours (RM118.27).</li> </ol> <p>2) The contractor workers’ pay slips was not addressed clearly the overtime paid on public holiday, rest day or normal overtime rate.</p>
<b>Corrections:</b>	The management to engage with the contractor to correct the payment voucher salary slip for the effected workers.
<b>Root cause analysis:</b>	Inadequate monitoring on contractor/vendors documentation (i.e., pay slips/ payment voucher) and other salary related compliance as per contract terms and conditions. Overtime was paid accordingly but wrongly transpired (wrongly copy & paste).
<b>Corrective Actions:</b>	Unit of certification (FGVPISB) management together with its regional procurement unit to carry out contractor compliance monitoring on vendors and contractors periodically. All relevant contractor documents (e.g., copy of workers personal details, monthly salary slip, EPF & SOCSO contributions, contract agreement) to be updated correctly, verified and compiled for record and reference.
<b>Assessment Conclusion:</b>	As per briefing record, explanation and correction made on the pay slip for the affected workers, it was found adequate, and the Major NC was closed on 08/05/2022.
<b>Assessment Verification</b>	During verification, it was confirmed during interview with Besout POM management. No contractor’s worker is currently performed job at the mill. All contractor’s workers absorbed as permanent workers (Pekerja Bergaji Harian). Review on workers’ masterlist verified Pekerja Bergaji Harian joined on 05/10/2022. Therefore, the Major NC remained closed.

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2164249-202202-M2	<b>Issue Date:</b>	09/02/2022
<b>Due Date:</b>	08/05/2022	<b>Date of Closure:</b>	07/10/2022
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.4.4.2 Major



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<b>Requirements:</b>	The occupational safety and health plan should cover the following: b) The risk of all operations shall be assessed and documented. h) Accident and emergency procedures shall exist, and instructions shall be clearly understood by all employees. i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite.
<b>Statement of Nonconformity:</b>	The Safety and health plan were not effectively implemented.
<b>Objective Evidence:</b>	During site visit at Ramp area, 1 lorry driver WB3279V was found not wearing safety helmet when transport FFB to the mill ramp. It was not in line with risk control in HIRARC Loading Ramp that stated on PPE usage while transport the FFB. During inspection of First Aid Box at Ramp area, 3 types of first aid content was found expired which is Sterilize Gauze Swabs on 07/2016, Sterile eye pad on 04/2013, and Triangular bandage on 05/2021. This was not in line with Prosedur Pertolongan Cemas Section 9.0 "Kandungan Peti Pertolongan Cemas" dated 24/06/2008.
<b>Corrections:</b>	Appointed SHO or PIC to conduct regular inspection on HSE compliance and management to monitor and document the record (e.g., SHO inspection form consisting of SHO name, dates, time, area of inspection, items inspected, findings, corrective actions, status). This document to be filed by project for reference and verification.
<b>Root cause analysis:</b>	Lack of monitoring and enforcement on HSE SOP and practices at project by appointed SHO officers.
<b>Corrective Actions:</b>	Management of certification units (FGVPISB) through its SHO officers (both at mill and at regional) to carry out compliance monitoring periodically and to enforce the implementation of the HSE policy and SOPs in order to ensure all HSE matters, and practices are in accordance with regulations and company SOP.
<b>Assessment Conclusion:</b>	As per safety helmet issuance record and updated checklist for First Aid Box submitted, the evidence was found adequate. Thus, the Major NC was closed on 08/05/2022.
<b>Assessment Verification</b>	Found actions were adequate and no recurring issues observed during audit. Transporter wearing PPE during transporting FFB to the mill ramp and First Aid Boxes in Workshop, Office found in good condition and maintained.

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2164249-202202-M3	<b>Issue Date:</b>	09/02/2022
<b>Due Date:</b>	08/05/2022	<b>Date of Closure:</b>	07/10/2022
<b>Area/Process:</b>	Besout 6 Estate & Besout 7 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.4.4.2 Major
<b>Requirements:</b>	The occupational safety and health plan should cover the following: b) The risk of all operations shall be assessed and documented. e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation		



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	1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.
<b>Statement of Nonconformity:</b>	The HIRARC control and handling of chemicals was not effectively implemented.
<b>Objective Evidence:</b>	<p>During site visit at Harvesting PM18M at FGVPM Besout 7 Estate, it was found tractor driver was wearing wellington boot instead of safety boot as stated in the HIRARC "Jentera Pertanian".</p> <p>During site visit at general store at FGVPM Besout 6 Estate, it was found 1 unit of bottle contain lubricant was stored without any labelling. It was not in line with SOP "Pengurusan Bahan Kimia, Racun MakhluK Perosak" dated 01/02/2020 Section 6.5.1 "Bahan kimia &amp; makhluk perosak yang di pindahkan ke bekas lain hendaklah dilabel semula mengikut label asal bagi mengelakkan kekeliruan kepada pekerja lain".</p>
<b>Corrections:</b>	<p>FGVPM Besout 7 Estate - The workers to be issued with a new safety boot as the distribution of new safety shoes and other PPE for 2022 is currently in progress.</p> <p>FGVPM Besout 6 Estate - Provide a standard container to store the remaining unused lubricant oil with proper labelling.</p>
<b>Root cause analysis:</b>	<p>FGVPM Besout 7 Estate - Change of job scope for the effected worker (Mr Utpal Saha) from harvester to tractors drivers effective January 2022, and PPE (safety shoes) was not properly assigned to him. The distribution of new safety shoes and other PPE for 2022 is currently in progress.</p> <p>FGVPM Besout 6 Estate - Lack of understanding among the Storekeepers and related workers regarding to SOP "Pengurusan Bahan Kimia, Racun MakhluK Perosak" dated 01/02/2020.</p>
<b>Corrective Actions:</b>	<p>The management to monitor its PPE inventory regularly to ensure sufficient stocks. Application of new stock to be increased (5%) from the standard requirement to cater any increase or changes in the requirement.</p> <p>Refresher training for workers particularly storekeeper/ person in charge on schedule waste management to be carried out regularly.</p> <p>Continuous monitoring on the implementation and enforcement to be carried out by the SHOs or designated person in charge to ensure HSE practices are in accordance with regulations and SOPs.</p>
<b>Assessment Conclusion:</b>	Evidence submitted on the PPE issuance record, photo and briefing record was found adequate. Thus, Major NC was closed on 08/05/2022.
<b>Assessment Verification</b>	<p>Verified in FGVPM Besout 6, all bottles contain lubricants were stored with proper labelling and storage condition in Chemical Store.</p> <p>Verified in FGVPM Besout 7 Estate, found during site visit, a tractor driver was wearing safety boot in the field.</p>

Non-Conformity Report			
<b>NCR Ref #:</b>	2164249-202202-M4	<b>Issue Date:</b>	09/02/2022
<b>Due Date:</b>	08/05/2022	<b>Date of Closure:</b>	07/10/2022
<b>Area/Process:</b>	Besout 6 Estate & Besout 7 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.5.3.2 Major

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<b>Requirements:</b>	A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for: a) Identifying and monitoring sources of waste and pollution b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products
<b>Statement of Nonconformity:</b>	Waste Management Plan and Identification of Schedule Waste was not effectively implemented.
<b>Objective Evidence:</b>	During site visit at landfill area PM 09F at FGVPM Besout 7, it was found that no segregation of waste has been conducted. Household waste, metal waste and plastic based waste were disposed there. It was not in line with SOP "Pelan Pengurusan Sisa Pepejal" dated 23/01/2020 Section 8.0 "Pengasingan sampah/ Sisa pepejal mengikut kategori".  During site visit at recycle store at FGVPM Besout 6, it was found 3 unit of empty metal chemical container (Cypermethrin) was stored in the recycle store. It was not in line with SOP "Pengurusan Bahan Buangan Terjadual Setiap Ladang" dated 23/01/2020 Section 6.1 "Kenalpasti dan Pengasingan Bahan Buangan" and SOP "Pelupusan Bekas Racun Makhluk Perosak dan Beg Baja" dated 23/01/2020 Section 3.0 "Hanya Bekas Racun makhluk perosak yang telah dibilas tiga kali, kering dan di perbuat daripada high density polythene (HDPE) sahaja boleh diterima untuk dikitar semula".
<b>Corrections:</b>	FGVPM Besout 7 Estate - Carry out waste segregation at the housing for 3R program and recycle items to be collected and sold to vendors (recycling company) once a month. A schedule for vendors to collect the items to be published for workers. FGVPM Besout 6 Estate - Empty metal container for pesticide chemical to be declared as a scheduled waste SW409 and to be managed accordingly.
<b>Root cause analysis:</b>	FGVPM Besout 7 Estate - Lack of awareness among workers in segregation of waste for recycling initiatives. FGVPM Besout 6 Estate - Lack of understanding among the Storekeeper and related workers regarding to SOP "Pengurusan Bahan Buangan Terjadual Setiap Ladang" dated 23/01/2020.
<b>Corrective Actions:</b>	Continuous training and awareness program to be carried out for staff and workers on waste management and recycling initiatives together with provision of collection bin for waste segregations. Refresher training for workers particularly storekeeper/ person in charge on schedule waste management to be carried out regularly. Continuous monitoring on the implementation and enforcement to be carried out by the SHOs or designated person in charge.
<b>Assessment Conclusion:</b>	As per training records dated 18/04/2022 for FGVPM Besout 7 Estate and 27/04/2022 for FGVPM Besout 6 Estate, the evidence was found adequate. Thus, Major NC was closed on 08/05/2022.
<b>Assessment Verification</b>	FGVPM Besout 6 has appointed Rusminah Binti Asaari as PIC for schedule waste management. Sighted the training records for the recycling awareness that was carried out to workers and staff. Site visit around the estate have verified that land fill was empty, and no garbage or waste found in the pit. The major NC remains close.

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<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2164249-202202-N1	<b>Issue Date:</b>	09/02/2022
<b>Due Date:</b>	Next Surveillance	<b>Date of Closure:</b>	30/03/2023
<b>Area/Process:</b>	FGVPISB Besout POM	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.5.3.3 Minor
<b>Requirements:</b>	The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005.		
<b>Statement of Nonconformity:</b>	Storage and disposal of schedule waste was not according to the legal requirements.		
<b>Objective Evidence:</b>	During document verification, it was found SW409 that generated in January 2021 has not been disposed yet and stored more than 180 days. The extension has been requested to DOE and waiting for approval. The Quotation for Disposal by authorized contractor has been documented in January 2022 and waiting for collection in February 2022. Acknowledgement by DOE from the letter was verified and mill was in progress to disposed mentioned schedule waste. The storage of schedule waste was not in line with Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 Section 9(5) Storage must not exceed 180 days unless permitted by Director General DOE.		
<b>Corrections:</b>	The unit of certification to monitor the inventory regularly and manage or expedite the disposal of the mentioned schedule waste as planned (by February 2022) with the respective authorized contractors. Progress to be reported accordingly.		
<b>Root cause analysis:</b>	Lack of awareness on monitoring the inventory, storage and disposal period of schedule waste.		
<b>Corrective Actions:</b>	Unit of certification to carry out awareness and training for respective officer in monitoring all schedule waste inventory regularly and manage the storage in line with Environmental Quality Regulations requirements.		
<b>Assessment Conclusion:</b>	The correction and corrective action plan were found to be adequate. Effectiveness of the implementation will be verified on next assessment.		
<b>Assessment Verification</b>	<p>During site tour at schedule waste store, it was found that four out of five schedule waste was not labelled. This is against the requirement of set in the procedure (Prosedur kerja Selamat Pengendalian Bahan Buangan Berjadual, Ref No: FPI-PK-106, dated 04/04/2017) which stated that "6.1.7 All Schedule Waste must be clearly labelled in accordance with the Third Schedule Environment Quality Regulation (Schedule Waste).</p> <p>Document review regarding the inventory at mill verified that there are lapse that between the manual entry logbook compared to declared in the fifth schedule. this is against the requirement stated in reference through Environmental Quality (Schedule Waste) Regulation 2005, Clause 11. A waste generator shall keep accurate and up-to-date inventory in accordance with the Fifth Schedule of the categories and quantities of scheduled wastes being generated, treated, and disposed of and of materials or product recovered from such scheduled wastes for a period up to three years from the date the scheduled wastes was generated.</p> <p>The Minor NC (2164249-202202-N1) was raised in previous assessment, it was</p>		

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	noted that the Corrective Action were found to be ineffective, thus the Minor NC is escalated to Major NC.
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Opportunity For Improvement			
<b>Ref:</b>	N/A	<b>Clause:</b>	MSPO Part __:
<b>Area/Process:</b>	N/A		
<b>Objective Evidence:</b>	N/A		
<b>Verification Statement:</b>	N/A		

**3.4 Summary of the Nonconformities and Status**

CAR Ref.	Clause & Category (Major / Minor)	Issued Date	Status & Date (Closure)
1724745-201812-M1	4.5.1.3 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M2	4.5.1.2 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M3	4.1.3.1 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M4	4.4.2.2 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M5	4.6.4.1 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M6	4.1.2.2 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M7	4.4.5.6 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M8	4.6.4.1 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M9	4.3.1.1 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-N1	4.4.4.2 Part 4 Minor	28/12/2018	Closed on 06/02/2020
1724745-201812-N2	4.3.1.4 Part 3 Minor	28/12/2018	Closed on 06/02/2020
1881053-202001-M1	4.5.1.3 Part 4 Major	06/02/2020	Closed on 29/04/2020
1881053-202001-M2	4.3.1.1 Part 4 Major	06/02/2020	Closed on 29/04/2020
1881053-202001-M3	4.4.5.8 Part 4 Major	06/02/2020	Closed on 29/04/2020
2018846-202102-M1	4.4.2.2 Part 4 Major	04/02/2021	Closed on 10/03/2021
2018846-202102-N1	4.2.2.3 Part 4 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N2	4.4.1.1 Part 4 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N3	4.4.1.1 Part 3 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N4	4.4.5.4 Part 4 Minor	04/02/2021	Upgraded to Major Noncompliance
2018846-202102-N5	4.2.2.3 Part 3 Minor	04/02/2021	Closed on 09/02/2022
2164249-202202-M1	4.4.5.4 Part 4 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-M2	4.4.4.2 Part 4 Major	09/02/2022	Closed on 7/10/2022

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2164249-202202-M3	4.4.4.2 Part 3 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-M4	4.5.3.2 Part 3 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-N1	4.5.3.3 Part 4 Minor	09/02/2022	Upgraded to Major Noncompliance
2326302-202303-M1	4.1.4.1 Part 3 Major	30/03/2023	Closed on 19/06/2023
2326302-202303-M2	4.3.1.1 Part 4 Major	30/03/2023	Closed on 19/06/2023
2326302-202303-M3	4.3.1.1 Part 3 Major	30/03/2023	Closed on 19/06/2023
2326302-202303-M4	4.5.1.1 Part 4 Major	30/03/2023	Closed on 19/06/2023
2326302-202303-M5	4.5.3.3 Part 4 Major	30/03/2023	Closed on 19/06/2023
2326302-202303-N1	4.4.5.11 Part 4 Minor	30/03/2023	Open
2326302-202303-N2	4.5.5.1 Part 3 Minor	30/03/2023	Open

**3.5 Issues Raised by Stakeholders**

IS #	Description
1	<p><b>Issues:</b> Gender representative for each operating unit</p> <p>Two (2) gender representatives for each operating been interviewed. Based on the interview, there is evidence that all female workers can participate in gender committee and has been invited for meeting that will be conducted every 6 months. As per interview, it has been confirmed that grievance procedure for any harassment has been communicated and all representatives can demonstrate their understanding on the procedure. Other than that, pregnancy test has not been conducted for female workers but only self-assessment on pregnant symptom such as menstrual delay will be submitted online on monthly basis. Representative also has been asked on discrimination and has been confirmed there is no discrimination has been practiced. All female workers received same benefits, leave and others. New mother assessment has been conducted for each operating units and has been confirmed by one of representative which also new mother.</p>
	<p><b>Management Responses:</b></p> <p>Management remains the current practice as per company policy.</p>
	<p><b>Audit Team Findings:</b></p> <p>No further verification required.</p>
2	<p><b>Issues:</b> Kampung Orang Asal and Ketua Peneroka FELDA Besout 01</p> <p>Head of village for Kampung Orang Asal and Head of FELDA settler for FELDA Besout 01, has been interviewed. Most of the villagers works as public and government servant, village works and own their own oil palms farm. Based on the on the interview, it has been confirmed that good relationships have been between both parties. They also mentioned that there are no operation/ activities in estates and POM that give adverse effect to the local communities. Any vacancies in estate/POM will be posted at notice board and nearby coffee shops at the village area. As per interview, some villagers work in the estate and POM. There are no cases of pollution has happened and identified by the villagers. There are also no issues of land dispute/ customary right land which has been confirmed who already reside at that area for than more than 20 years.</p>
	<p><b>Management Responses:</b></p>

	<p>Management maintains good relationship with local communities.</p> <p><b>Audit Team Findings:</b> No further verification required.</p>
<b>3</b>	<p><b>Issues:</b> Kesatuan Kerja FGVPI Besout POM</p> <p>A worker has been appointed as president for workers union in from FGVPI Besout POM. He mentioned he has been elected through election that has been conducted without interference of the management. He said all workers and staff can join the workers union except executive. For now, there is no request from the workers union and routine meeting will be conducted at least once a year. Responded to question on promotion, he said that all promotion is based on the recommendation by the section lead, appraisal approval by the management. If there is grievance/appeal on the promotion, it can be communicated with representative from workers union and the issues will be forwarded to the management.</p> <p><b>Management Responses:</b> Management allows workers to join any association without interfere any of the activities especially related to election of new leader.</p> <p><b>Audit Team Findings:</b> No further verification required.</p>
<b>4</b>	<p><b>Issues:</b> Felda Besout 04 Estate</p> <p>It has been confirmed that clear demarcation has been established by both parties within the boundaries and there are no issues of overplanting, boundaries. Other than, the management of both parties cooperate to maintain the condition of boundaries. Good relationship has been maintained between both parties where often communication/meeting has been done.</p> <p><b>Management Responses:</b> Management maintains cooperation with neighbouring estates and often meeting them if any issues matter raised.</p> <p><b>Audit Team Findings:</b> No further verification required.</p>
<b>5</b>	<p><b>Issues:</b> SMK Besout</p> <p>SMK Besout located around 3 km from FGVPI Besout POM and some kids from FGVPI Besout POM and travel by van to school. She also mentioned good relationship has been maintained between both parties and he also mentioned that he aware about consultation and communication procedure and know who need to be contacted for any communication/consultation. He also hopes that there will be activities together with FGVPI Besout POM and school.</p> <p><b>Management Responses:</b> Management maintains relationship with school and often joint the activities with them whenever invited.</p> <p><b>Audit Team Findings:</b> No further verification required.</p>
<b>6</b>	<p><b>Issues:</b> Kedai Runcit Asawa Haji Ayup.</p> <p>Kedai Runcit Asawa Haji Ayup has been doing business in FGVPM Besout 06 Estate for more than 10 years as per interview, the shops have been run by the family members which is his son and spouse. All things have been purchased from Slim River town with additional price for transporting cost and profit. There are no issues with the estate management where the management has maintained good</p>




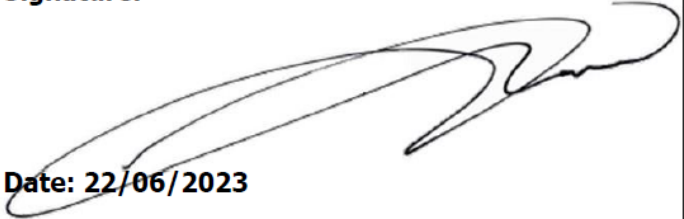
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	relationship with the external stakeholder. He is aware about complaint procedure, consultation and communication procedure and other policies that has been established.
	<p><b>Management Responses:</b>  Management has maintained good relationship with the grocer shopper and always communicate especially related to good prices offer to workers.</p>
	<p><b>Audit Team Findings:</b>  No further verification required.</p>
<b>7</b>	<p><b>Issues:</b> Gopal Enterprise (Besout 07)  Based on interview, the contractor agreed good relationship has been established between management and contractors. The contractor also mentioned that the payment paid within 30 days as per terms and conditions. Contractor was being briefed regarding RSPO &amp; MSP0 during stakeholders meeting. All workers recruited is local workers and SOCSO and EPF contribution made by the contractors itself.</p>
	<p><b>Management Responses:</b>  The estate management noted with the comment and will try to improve communication and relationship with all contractors. Payment for contractor will be made by Region Office and all documents for payment prepared by the estate.</p>
	<p><b>Audit Team Findings:</b>  No further verification required.</p>
<b>8</b>	<p><b>Issues:</b> Newly recruited workers (India)  4 newly recruited workers have been interviewed during the audit. It has been confirmed that interview process at has been done at the origin countries and all newly recruited workers understand that all recruitment cost will be borne FGV Plantation Berhad. Cost for passport and medical check-up need be upfront by the workers and will be reimburse at 1<sup>st</sup> months of the salary and there is evidence that the payment has been made.</p>
	<p><b>Management Responses:</b>  Management will always maintain the current practice with no hiring cost imposed to new jointly foreign workers. However, if any cost upfront by worker and will be reimburse into their 1<sup>st</sup> month salary.</p>
	<p><b>Audit Team Findings:</b>  No further verification required.</p>

**3.6 List of Stakeholders Contacted**

<p><b>Government Officer:</b>  SMK Besout</p>	<p><b>Community/neighbouring village:</b>  Ketua Peneroka FELDA Besout 01  Felda Besout 04 Estate  Kampung Orang Asal Puser A/L Bah Mon</p>
<p><b>Suppliers/Contractors/Vendors:</b>  Gopal Enterprise (Besout 07)  Kedai Runcit Asawa Haji Ayup.</p>	<p><b>Worker’s Representative/Gender Committee:</b>  Gender representative for each operating unit  Kesatuan Kerja FGVPI  New Jointly Indian Workers</p>

**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment FGVPIB Besout POM and Supply Base Certification Unit complies with the MS 2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of FGVPIB Besout POM and Supply Base Certification Unit is approved and/or continued.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name:</b> NOROLSAIFUL HAZRI BIN HAMID	<b>Name:</b> Mohd Nur Amin Mohd Halim
<b>Company name:</b> FGV HOLDINGS BERHAD	<b>Company name:</b> BSI Services Malaysia Sdn Bhd
<b>Title:</b> Sustainability Manager	<b>Title:</b> Client Manager
<b>Signature:</b>  <b>Date:</b> 25 JUN. 2023	<b>Signature:</b>  <b>Date:</b> 22/06/2023



**Appendix A: Summary of the findings by Principles and Criteria**

**MS 2530-3: 2013 Malaysian Sustainable Palm Oil (MSPO) Part 3: General Principles for Oil Palm Plantations and Organized Smallholders**

Criterion / Indicator		Assessment Findings	Compliance
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	A policy for the implementation of MSPO shall be established. <b>- Major compliance -</b>	<p>FGV Group maintain the current Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 4.0) which approved by Board of Directors on 17/11/2020. The objective of the policy is to establish the objectives and guidelines for FGV Holdings Berhad and its Group of Companies (collectively referred to as the “FGV Group” or “Group”) for the fulfilment of FGV’s commitments about sustainability matters.</p> <p>Example:</p> <p>Besout 7 Estate conduct briefing on FGV Group policy which includes economy, human rights and protecting environment to foreign workers based on their nationality as follow.</p> <ol style="list-style-type: none"> <li>1. Indonesian workers dated 02/03/2023.</li> <li>2. Indian workers dated 03/03/2023.</li> <li>3. Bangladesh workers dated 03/03/2023.</li> </ol>	Complied
<b>4.1.1.2</b>	The policy shall also emphasize commitment to continual improvement. <b>- Major compliance -</b>	<p>FGV Group maintain the current Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 4.0) which approved by Board of Directors on 17/11/2020.</p> <p>Based on the policy describes FGV Group commitment to continually improve the quality of their products and services was addressed in Clause 5.0 of the policy above by adopting the best possible approaches</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		to enhance productivity and profitability by optimising resources and operational efficiencies, while eliminating or minimising negative impact on people and the environment.	
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement. <b>- Major compliance -</b>	<p>FGV Group HQ conduct internal audit scheduled for at least once a year to determine the strong and weak points and potential area for improvement.</p> <p>Based on internal audit report, audit covered both documentation and operation for the mill for RSPO and MSPO requirements. The action from the finding raised was established.</p> <p>Based on internal audit result for FGVP M Besout 6 Estate and FGVP M Besout 7 Estate as follow.</p> <ol style="list-style-type: none"> <li>1. Internal audit conduct for FGVP M Besout 6 Estate on 07-08/02/2023 with total of 25 non-conformances and 2 OFIs were raised.</li> <li>2. Internal audit conduct for FGVP M Besout 7 on 09-10/02/2023 with total of 26 non-conformances and 1 OFI were raised.</li> </ol>	Complied
<b>4.1.2.2</b>	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action. <b>- Major compliance -</b>	FGV Group maintain the current without any changes on their Sustainability Certification Internal Audit Procedure (SOP No.: FGV/GSD-SCCD/SOP/04, Ver. 0 dated 03/09/2020). The procedure established as a guideline to carry out internal audit for the certification standards such as RSPO, MSPO, ISCC and other sustainability certifications. All nonconformances raised were recorded with root cause and correction/corrective action including timeframe to close the NC and person in-charge was identified.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
<b>4.1.2.3</b>	<p>Report shall be made available to the management for their review.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate conduct management review meeting on 15/02/2023 (Meeting No 01/2023) and for FGVPM Besout 6 Estate was conducted on 23/02/2023. Review on the minutes verified the attendances include with estate managers and key personnel of every sections.</p> <p>The minutes of meeting review includes the agenda on internal audit result, external audit result, agronomist visit report result, changes in management, field operation report, stakeholders' feedback and suggestion for improvement.</p> <p>Review on the internal audit result for FGVPM Besout 6 Estate and FGVPM Besout 7 Estate as follow.</p> <ol style="list-style-type: none"> <li>1. Internal audit conduct for FGVPM Besout 6 Estate on 07-08/02/2023 with total of 25 non-conformances and 2 OFIs were raised.</li> <li>2. Internal audit conduct for FGVPM Besout 7 on 09-10/02/2023 with total of 26 non-conformances and 1 OFI were raised.</li> </ol> <p>All the nonconformances discuss includes with findings root cause and correction/corrective action which closed 15/03/2023.</p>	Complied
<b>Criterion 4.1.3 – Management Review</b>			
<b>4.1.3.1</b>	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate conduct management review meeting on 15/02/2023 (Meeting No 01/2023) and for FGVPM Besout 6 Estate was conducted on 23/02/2023. Review on the minutes verified the attendances include with estate managers and key personnel of every sections.</p> <p>The minutes of meeting review includes the agenda on internal audit result, external audit result, agronomist visit report result, changes in</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		management, field operation report, stakeholders' feedback and suggestion for improvement.	
<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	<p>The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6, Continual Improvement established as documented (FGV/FGVPM/F(IMS)/3.1 Pind 1.).</p> <p><u>Major Non-Conformity (Major NC)</u></p> <p>Action Plan for Continual Improvement found not established and considered for year 2023.</p> <p>While in FGVPM Besout 7, found Continual Improvement Plan established only for year 2020-2021 (Reduce Certain Pesticides, Reduce Environmental impacts, maximizing recycling of waste or by products, Reduction of GHG Emission Plan, Control of social impact and improve FFB production).</p> <p>While in 2022 only have target sets and no action plan for Continual Improvement Plan established for year 2023.</p>	Major Non-Conformity
<b>4.1.4.2</b>	<p>The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology (where applicable) that are available and feasible for adoption.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate has started a new technology to improve practices as in operation included a mechanization programme:</p> <ol style="list-style-type: none"> <li>1. 22 units of Galah Palm Pro for harvesting</li> <li>2. Eight (8) units of Cantas for harvesting</li> <li>3. Two (2) units of Spreader for manuring</li> <li>4. High lift for loading FFB into bin.</li> <li>5. One (1) unit of mini Grabber for picking FFB.</li> </ol> <p>FGVPM Besout 7 Estate has started the mechanization programme as sighted in the field to further improve practices:</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<ol style="list-style-type: none"> <li>1. Mini Grabber</li> <li>2. High lift for loading FFB into bin</li> <li>3. Spreader for manuring</li> </ol>	
<b>4.1.4.3</b>	<p>An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 7 has issued an email dated 22/07/2022 on the invitation to Tractor Driving Course for Trolak Region that included handling of Mini Grabber, demonstrated by Pertubuhan Peladang Negeri Perak in Besout 6 Estate.</p>	Complied
<b>4.2 Principle 2: Transparency</b>			
<b>Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements</b>			
<b>4.2.1.1</b>	<p>The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p>Adequate information covering on environmental, social and legal issues which are relevant to stakeholders is shared for effective participation and decision making. Handbook of RSPO Certification for FELDA and FGV were distributed to all the stakeholders.</p> <p>Explanation of RSPO, MSPO, ISCC and all the policies were clearly stated in the handbook. Besides, process of complaints and grievances were included in the handbook and also available in web as per below link on the latest information regarding to FGV:- <a href="https://www.fgvholdings.com/sustainability/reports-updates/">https://www.fgvholdings.com/sustainability/reports-updates/</a></p>	Complied
<b>4.2.1.2</b>	<p>Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate holds copies of each of the management documents that are required to be publicly available. Besides, all the information such as annual report, sustainability news and policies were found available in the company's website: <a href="https://www.fgvholdings.com/">https://www.fgvholdings.com/</a></p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
<b>4.2.2.1</b>	Procedures shall be established for consultation and communication with the relevant stakeholders. <b>- Major compliance -</b>	FGV Group HQ developed 'Komunikasi, Penglibatan dan Rundingan Prosedur' Doc. No.: FGV/ML-1A/L2-Pr12 dated 1/6/2016 where the procedure has stated the information that provided to the stakeholders such as policies, social impact assessment and environment aspects. The management has explained the requirements of sustainable palm oil certification to all the stakeholders during stakeholder meeting. Briefing on policies and management procedures of sustainability was carried out during the meeting as well.	Complied
<b>4.2.2.2</b>	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit. <b>- Minor compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate nominated personnel that responsible for consultation and communication with stakeholders as follows: 1. FGVPM Besout 7 Estate - Assistant Manager been appointed as communication personnel as per appointment letter dated 10/05/2017. FGVPM Besout 7 Estate - Assistant Manager been appointed as workers and community liaison officer with appointment letter dated 01/01/2023. 2. FGVPM Besout 6 Estate - Assistant Manager been appointed as communication personnel as per appointment letter dated 17/01/2022. FGVPM Besout 6 Estate - Assistant Manager been appointed as workers and community liaison officer with appointment letter dated 17/01/2022.	Complied
<b>4.2.2.3</b>	List of stakeholders, records of all consultation and communication and records of action taken in response to input	FGVPM Besout 7 Estate and FGVPM Besout 6 Estate review their stakeholder list updated for year 2023 included with suppliers,	Complied

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	<p>from stakeholders should be properly maintained.</p> <p><b>- Major compliance -</b></p>	<p>contractors, service providers, school, mosque, local communities, clinics, foreign workers representatives, workers union representative, government agencies/authorities, embassy and etc.</p> <p>Stakeholder consultation meeting conduct at Dewan Semai Bakti, Felda Besout 01, Sungkai, Perak dated 14/03/2023 with minutes of meeting available for review. During the meeting, the attended stakeholders been given with copy of handout of agenda, which is consist of list of policies, sustainable concepts, list of publicly available documents, commitment on managing workers, environmental and social. The meeting attended by the representatives from FGVPM Besout 7 Estate and FGVPM Besout 6 Estate.</p> <p>Review on the minutes, sighted FGV Besout complex discuss the agenda includes briefing on sustainable policy, complaint &amp; grievance mechanism procedure, FGV initiative in conservation and environmental, FGV initiative in RSPO &amp; MSPO certification, summarize of feedback and suggestion from stakeholders. Review on the attendance sheet, verified meeting attended by indigenous people rep, surrounded communities, schools, government agencies, gender committee, ADUN, neighbouring estates, contractors and suppliers. Question and answer session open to the attended and been participated by school and head communities.</p>	
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	<p>The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 7 Estate and FGVPM Besout 6 Estate adopt FGV Group HQ Manual Ladang Sawit Lestari, 8.0 Mengangkut BTS ke Kilang [MLSL (Ed.2) – Sec.4 (8.0), 1/6/2012] has been established to provide guideline on delivery of FFB to the mill. Among the documents and records maintained as follow.</p> <ol style="list-style-type: none"> <li>Nota Penghantaran BTS</li> </ol>	Complied

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		2. Slip Akuan Penerimaan (weighbridge ticket) 3. Slip Grading 4. Sijil Mutu BTS	
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. <b>- Major compliance -</b>	Various means were available on how to monitor the traceability where among others the updating of FFB delivery records, through month end account closing and internal audit. Based on the records of FFB delivery, it was found that the procedure of traceability was well implemented.	Complied
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. <b>- Minor compliance -</b>	FGVPM Besout 7 Estate and FGVPM Besout 6 Estate appointed person in-charge of implementation and maintenance of traceability system with appointment letter as follow. 1. FGVPM Besout 6 Estate - Office Clerk been appointed with letter dated 17/01/2022. 2. FGVPM Besout 7 Estate – Assistant Manager been appointed with letter dated 01/01/2023.	Complied
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate maintained the records and documents mentioned in 4.2.3.1 showed on the deliveries of FFB to mill. Crosschecked between the daily FFB delivery records and the transportation documents are maintained accordingly as follow samples. <u>FGV Besout 6 Estate</u> 1. DO No: 0446097, Date: 18/02/2023 Lorry No: VHT4707 Nett Weight: 5.56 mt Mill W/B Ticket No: 01471238 2. DO No: 0440522, Date: 16/01/2023	Complied



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Criterion / Indicator		Assessment Findings	Compliance
		<p>Lorry No: VHT4707            Nett Weight: 5.07 mt            Mill W/B Ticket No: 01468753</p> <p><u>FGVPM Besout 7 Estate</u></p> <p>1. DO No.: 0158767, Date: 09/02/2023            Lorry No.: VGK1422            Nett Weight: 5.00 mt            Mill W/B Ticket: 01470481</p> <p>2. DO No.: 0158843, Date: 16/02/2023            Lorry No.: VGK1422            Nett Weight: 3.96 mt            Mill W/B Ticket: 01471048</p> <p>3. DO No.: 0158952, Date: 21/02/2023            Lorry No.: VGK1422            Nett Weight: 4.81 mt            Mill W/B Ticket: 01471512</p>	
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	<p>All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate maintained compliance status as record of compliance with sample as follow.</p> <p>Legal compliance in FGVPM Besout 6 Estate as verified included:</p>	<p>Major Non-Conformity            OFI</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<ol style="list-style-type: none"> <li>1. MPOB License No. 574649002000 for 2,384.9ha, valid from 01/07/2022 until 30/06/2023.</li> <li>2. CF for Machine Compressor of PMT5471 with capacity 1,131 kilo pascal valid until 07/05/2023.</li> <li>3. Meteorology permit for weighbridge calibrated by De Metrology Sdn. Bhd. been inspected on 23/05/2022.</li> <li>4. Permit Barang Kawalan Berjadual, Ref No. KPDNHEP.PK.TPH.600-2/1/6/2/107, Diesel Storage for 11,000 litres valid until 26/10/2024.</li> <li>5. JTK CF for one (1) Block for six (6) doors terrace housing received dated 22/12/2020.</li> </ol> <p>In FGVPM Besout 7, "Compliance" was left blank and not decided.  Evidence of compliance as sampled included:</p> <ol style="list-style-type: none"> <li>1. MPOB License No. 5599124002000 for 2,908.05ha valid from 01/04/2023 till 31/03/2024.</li> <li>2. Permit Barang Kawalan Berjadual, Ref No. KPDNHEP.PK.TPH.600-2/1/6/2/107- A001409, Diesel storage for 10,000 litres, valid until 26/10/2024.</li> <li>3. CHRA Report assessed by third parties on 14/12/2019.</li> <li>4. NRA Report assessed by third parties on 04/02/2023.</li> </ol> <p><u>Major Non-Conformity (Major NC)</u>  Evaluation of compliance was not adequately evaluated and monitored for estate operation.  In FGVPM Besout 6 sighted from the statement of compliance was wrongly evaluated and stated as "Compliance" for non-applicable requirements of:</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<ol style="list-style-type: none"> <li>1. Legal Register (FGV/GSD-SR/LR 0049 for Occupational Safety and Health Act (Amendment) 2022 updated 10/02/23 (Section 29 Appointment of Safety and Health Officer).</li> <li>2. Legal Register (FGV/GSD-SR/LR 0048 for Fire Services Act 1988 updated 10/02/23 (Section 28, 29, 33 of Fire Certificate Requirements).</li> <li>3. Legal Register (FGV/GSD-SR/LR 0049 for Fire Services (Fire Certificate) (Amendment) Regulations 2020 updated 10/02/23 (The whole Regulations).</li> <li>4. Legal Register (FGV/GSD-SR/LR 0065 for updated 10/02/23 for Solid Waste and Public Cleansing Act 2007 updated 10/02/23 (The whole Act not applicable as stated under Section1(2) Applicability that mentioned Effective date in 2011 except P. Pinang, Perak, Selangor etc.</li> </ol> <p>In FGVPM Besout 7, "Compliance" was left blank and not decided.</p> <p>Evidence of compliance as sampled included:</p> <ol style="list-style-type: none"> <li>1. JKPP 8 Form notified two (2) cases of accident to DOSH on 18/01/2023 for statistic of incident in 2022. The reporting was wrongly declared as three (3) cases of accident notified to DOSH using JKPP 6 form on 01/01/2022 Mohd Azmy b. Rosly (700601085087), 29/10/2022 Md Nasimuddin (N4531138), 08/04/2022 Muhamad Salimi b. Muhamad (820203085803)</li> <li>2. License for Generating Electricity 21.25 kW (2 unit of genset) for Private Installation used at Worker's Hostel 6B (1) under Regulation 9 of Electrical Services Act 1990 in Form F valid from 25/06/2020-24/06/2021.</li> </ol>	

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Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Opportunity for Improvement (OFI)</u></p> <p>The capacity of bunding for two (2) tank of Diesel 14,216 litres and 14,527 litres and condition of outlet valved to be further enhanced and adequate control to accommodate potential leakage/spill of chemicals.</p>	
<b>4.3.1.2</b>	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate has a Reference List of Act and Legal Register and among included in the list dated 10/02/2023 as follow.</p> <ol style="list-style-type: none"> <li>1. Akta Perlindungan Pemberi Maklumat 2010</li> <li>2. Akta Suruhanjaya Pencegahan Rasuah 2009</li> <li>3. Akta Standard Minimum Perumahan (Pindaan) 2019</li> <li>4. Occupational Safety and Health Act 1996 and Occupational Safety and Health (Amendment) 2022</li> <li>5. Occupational Safety and Health (Safety and Health Committee) Regulations 1996</li> <li>6. Environmental Quality Act 1974 and (Amendment) 2012</li> <li>7. Environmental Quality (Scheduled Waste) Regulations 2005</li> <li>8. Pesticides Act 1974</li> <li>9. Pesticides (labelling) Regulations 1984</li> </ol>	Complied
<b>4.3.1.3</b>	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p><b>- Major compliance -</b></p>	<p>FGV Group centralised system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang- undang" dated 23/6/2017, Version: 04. Any changes in the relevant regulations are through Plantation and Sustainability Department and the Manager, who are sole responsible.</p>	Complied
<b>4.3.1.4</b>	<p>The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory</p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate appointed person responsible for each operating unit to monitor the compliance to legal</p>	Complied

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	requirements. - <b>Minor compliance</b> -	and other requirements as below: 1. FGVPM Besout 6 Estate manager appointed Assistant Manager to monitor the status of legal compliance with appointment letter dated 17/01/2022. 2. FGVPM Besout 7 Estate manager appointed Assistant Manager to monitor the status of legal compliance with appointment letter dated 10/10/2021.	
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users. - <b>Major compliance</b> -	There is no land dispute in the Besout Certification Unit. The lands are belonged to Lembaga Kemajuan Tanah Persekutuan via verified with the land titles. There was an agreement between state government and Lembaga Kemajuan Tanah Persekutuan to develop the land and FGV Holdings Berhad has leased from LKTP for the land.  The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the FGVPMMSB.	Complied
<b>4.3.2.2</b>	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land. - <b>Major compliance</b> -	FGVPM maintained the approval document to develop the land for FGVPM Besout 6 Estate and FGVPM Besout 7 Estate from the State Government of Perak with letter dated 18/04/2018 for total of 31,800 acres.  FGVPM Besout 6 Estate maintain the current of 34 land titles with a total area of 2,371.01 Ha. There is one record of land title transfer into FGVPM Besout 7 Estate in July 2015 with total 159.5 Ha.  FGVPM Besout 7 Estate maintain the current of 42 land titles with a total area of 2,945.55 Ha. With total of 37.51 Ha was acquired by the government for public road. Thus, the total area for cultivation is	Complied

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		<p>2,908.04 Ha. No changes from the previous audit.</p> <p>FGVPM Besout 7 Estate had an agreement with Perak state government on 29/07/1978 as permitted the development authority to develop the area known as Gunong Besout Scheme as shown edged in red on the plan attached hereto and situated in THE STATE OF PERAK.</p> <p>As per stated in the agreement as follow.</p> <p>8.(1) The development Authority shall not plant or permit to be planted on the land declared as a rural settlement area pursuant to clause 5 any crops other than oil palm, rubber, vegetable and fruit crops and such other crops as the development authority may after consultation with the state authority deem fit.</p> <p>14. It is hereby expressly agreed by the state authority that;</p> <p>(b) (i) notwithstanding any provisions to the contrary contained in the net and as provided by paragraph (b) of subsection (3) of section 34 of the net the state authority shall, in respect of any rural settlement area developed collectively by the settlers, issue a lease for a term not less than ninety-nine years as to a cooperative society comprising the settlers on as members.</p>									
<b>4.3.2.3</b>	<p>Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.</p> <p><b>- Major compliance -</b></p>	<p>Legal perimeter boundary at both were marked concrete pole painted with red and white colour. The details of boundary visited as the following:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Estate</th> <th style="width: 50%;">Block No</th> </tr> </thead> <tbody> <tr> <td>Besout 6</td> <td>PM98H/16</td> </tr> <tr> <td></td> <td>PM98H/17</td> </tr> <tr> <td>Besout 7</td> <td>PM12H/57</td> </tr> </tbody> </table>	Estate	Block No	Besout 6	PM98H/16		PM98H/17	Besout 7	PM12H/57	Complied
Estate	Block No										
Besout 6	PM98H/16										
	PM98H/17										
Besout 7	PM12H/57										
<b>4.3.2.4</b>	Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have	There is no land dispute in the Besout Certification Unit at the time of audit. The lands are belonged to Lembaga Kemajuan Tanah	OFI								

Criterion / Indicator	Assessment Findings	Compliance
<p>been or are being made to previous owners and occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).</p> <p><b>- Minor compliance -</b></p>	<p>Persekutuan via verified with the land titles. Onsite interview with the stakeholders confirmed that no encroachment of land by certification unit. No changes from previous report.</p> <p>Prosedur Pengenalpastian dan Penyelesaian Pertikaian Tanah (FGV/ML-1A/L2-Pr12, Issue 1 dated 01/06/2016 is available and maintained. The Conflict and Dispute has stated in Clause 6 – Group Sustainability Policy.</p> <p>Review from Biodiversity Report for Ladang FGVPM Besout 07 by IB Executive CDD Department reported in 25/05/2017, it was claim on lands from native people at Blok 54 &amp; 58 (PR12H). The matter being inform to FGV Group HQ Land Department for further action.</p> <p>However, the issues been clarified during stakeholder interview by FGV Group HQ representative with Tok Batin no more on the claim. To confirm on the claimed stop by Tok Batin, FGV Group HQ issued letter with ref. letter no.: (03)620/1-1-28 dated 04/02/2021 to Jabatan Kemajuan Orang Asli Tapah.</p> <p>The government agency has response with letter no. JAKOA.PK.BP.BQ/Q/W JLD 2 (25) dated 23/03/2023 to request relevant document from Tok Batin.</p> <p>Interview with management confirmed estate manager follow up on the status of land disputes to JAKOA Daerah Batang Padang Officer on 22/03/2023 through phone call.</p> <p><u>Opportunity for Improvement (OFI)</u></p> <p>FGVPM Besout 7 Estate may follow up on the status on pertaining land disputes issues as per procedure.</p>	
<p><b>Criterion 4.3.3 – Customary rights</b></p>		

Criterion / Indicator		Assessment Findings	Compliance
<b>4.3.3.1</b>	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. <b>- Major compliance -</b>	The land is legally owned by FELDA and leased to FGV Holdings Berhad. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.2</b>	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should be made available. <b>- Minor compliance -</b>	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.3</b>	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. <b>- Major compliance -</b>	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			
<b>4.4.1.1</b>	Social impact should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. <b>- Minor compliance -</b>	<p>FGV Group’s HQ established SIA Procedure with Doc. No.: FGV/ML-1A/L2-Pr21 issued: 01 dated 01/06/2016 with objective to ‘memastikan kewujudan ladang dan kilang di sesuatu kawasan memberi faedah dan tidak memudaratkan kehidupan penduduk yang terlibat melalui identification of negative &amp; positive impact, identification to avoid and reduce impact, cooperation between management and stakeholders and feedback from stakeholders.</p> <p>FGV Group’s HQ conduct Social Impact Assessment (SIA) at Besout Complex consist of FGVPI Besout POM, FGVP M Besout 6 Estate and FGVP M Besout 7 Estate on March 2022. Based on report review, sighted report states the re-evaluation from social impact assessment prepared in November 2021 based on procedure. Objective for preparing the</p>	Complied



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	<p>report to meet sustainability certification in way to assist project units to identify and handling issues affect directly and indirectly to stakeholders.</p> <p>Besout 6 estate has extract social assessment result into management plan with two (2) categorize consist of positive and negative impact with sample as follow.</p> <p>Impact social: PPE issuance evaluation established to checkroll workers and contractor’s workers. However, PPE purchase is not meet specification and will affect task productivity of the workers. This cause to workers to purchase of their own.</p> <p>Outcome: PPE issuance evaluation given meet criteria.</p> <p>PIC: Estate assistant manager, RSPO/MSPO assistant and HEP Clerk.</p> <p>Time: Short term – PPE selection matric been re-evaluated to get feedback from workers and verified by SHO. Briefing to workers given and monitoring will be conducted frequently.</p> <p>Mid-term – PPE purchasing will follow by PPE issuance and verified by SHO. The purchasing will be discussed during OSH meeting to get feedback from committee.</p> <p>Evidence and status: The management had conduct evaluation on PPE matric. Briefing on PPE to workers conduct on 19/10/2022.</p> <p>Action: Document review on the training attendance sheet sighted the attendance is available for review. The participant involved in this training consist of 92 workers with various positions.</p> <p>Besout 7 Estate has extract social assessment result into management plan with two (2) categorize consist of positive and negative impact as follow.</p> <p>Impact social: Local workers lack awareness on their wages calculation</p>	

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		<p>especially overtime rate. This cause confusion and dispute among workers on the overtime rate.</p> <p>Outcome: Briefing on wages and overtime rate.</p> <p>PIC: Estate assistant manager, RSPO/MSPO assistant and HEP Clerk.</p> <p>Time: NIL</p> <p>Evidence and status: Briefing conduct on wages and overtime rate calculation to workers conduct on 10/01/2023.</p> <p>Action: Review on the Bulletin KUK: BIL06/2022, the document displayed and available at the office notice board. Document review on the training attendance sheet sighted the attendance is available for review. The participant involved in this training consist of 43 local workers with various positions.</p>	
<b>Criterion 4.4.2: Complaints and grievances</b>			
<b>4.4.2.1</b>	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p><b>- Major compliance -</b></p>	<p>FGV Group developed procedure of "Menangani Aduan dan Rungutan" (Doc. No.: FGV/GSD-SCCD/SOP/010, Version 3 updated 01/06/2022.</p> <p>The objectives of the procedure are to provide a channel for the internal stakeholders and external stakeholders to lodge any complains to the management. Official mechanism to handle complaints and action required taken. There are 5 stages of process for internal complaint. The time frame for investigation of the issue should be done within 14 working days.</p>	Complied
<b>4.4.2.2</b>	<p>The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate implemented Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders for both estates. Most of the complaints were about defects of housing facilities. Since the last</p>	Complied

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		assessment, there were several complaints from workers settlers with regards to House facilities.	
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint. - <b>Minor compliance</b> -	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate implemented Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders for both estates.	Complied
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time. - <b>Minor compliance</b> -	Onsite interview with the internal and external stakeholders during stakeholder consultation found that they were aware of the complaint procedure, and they were briefed by the management during stakeholder meeting.  Sampled of FGVPM Besout 7 Estate, the management conduct briefing to workers with topic as follow.  1. Managing Complaint and grievance procedure to local workers on 21/02/2023. 2. Managing complaints & grievance procedure to Indonesian workers dated 02/03/2023. 3. Managing complaints & grievance procedure to Indian and Bangladeshi workers dated 03/03/2023.	Complied
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request. - <b>Major compliance</b> -	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate using Complaints forms to record grievance and complaints from workers on living facilities maintenances and repairs. The past 24 months records of complaint were still available for verification.	Complied
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	Growers should contribute to local development in consultation with the local communities.	FGV Group HQ has reported in Annual Integrate Report for year 2022 with their social & relationship capital which consist of Sustainability	Complied

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	- Minor compliance -	<p>Framework to manage environmental, social and governance risks and opportunities. The invested around 17.18 million in various initiatives under Corporate Social Responsibility.</p> <p>The company launched the Independent Smallholders Consultation Programme to engage with smallholders in accordance with FGV's responsible sourcing commitment.</p> <p>The company collaborated with Yayasan Didik Negara, to educate 120 primary school students on wildlife conservation.</p> <p>The company collaborated with the Malaysian Trades Union Congress and the international Labour Organization (ILO) Malaysia to raise awareness on child labour and forced labour.</p> <p>The company partnered with Project Liber8 to conduct multiple workshops with 117 students and teachers to raise awareness of child trafficking.</p> <p>For FGVP Besout Estates' complex, the management contribute to local development as follow.</p> <ol style="list-style-type: none"> <li>1. Monetary contribution for each worker's school children during starting of schooling session (RM150 for secondary school) and RM100 for primary school.</li> <li>2. Open for job opportunity to local communities by advertised the vacancy position through displayed at groceries shop and spread the information through WhatsApp's.</li> </ol>	
<b>Criterion 4.4.4: Employees safety and health</b>			
<b>4.4.4.1</b>	<p>An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>AS sampled and sighted in FGVP Besout 6 and 7 Estates, an OSH Policy (FGV/GHR/HSEQ/POL/003) Rev. 5.0 for FGV Group signed and approved by Chief Executive Officer dated 05/11/2021. The policy</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		mentioned statement of commitment to enhance and established safe and healthy operation and workplace.	
<b>4.4.4.2</b>	<p>The occupational safety and health plan shall cover the following:</p> <p>a) A safety and health policy, which is communicated and implemented.</p> <p>b) The risks of all operations shall be assessed and documented.</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <p>i. all employees involved shall be adequately trained on safe working practices</p> <p>ii. all precautions attached to products shall be properly observed and applied</p> <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p>	<p>a) FGV Group established and shared with FVGPM Besout 6 Estate and FGVPM Besout 7 Estate, OSH Policy dated 05/11/2021 signed by Chief Executive Officer. The policy contains commitment of FGV Group of companies on OSH and legal compliance. The policy communicated to all employees as seen on notice board at office.</p> <ul style="list-style-type: none"> <li>• Harvesting with Sabit Palm Pro (high tree) (Score 3 Low Risk)</li> <li>• Harvesting using Cantas (Score 3 Low Risk)</li> <li>• Tractor, Mini Tractor, Badang, Toughfar, Gredder &amp; Compactor, Lion and Land Surf.</li> <li>• Spreader (Score 3 Low Risk)</li> </ul> <p>b) The above HIRARC revised, and each specific hazards and risks were identified and assessed dated 13/03/2023.</p> <p>Available 33 list id activity and process in HIRARC List. Hazard identification, risk assessment and determining control HIRARC as in the Form (FGV/FGVPM/F(IMS)/1.3 Pind 1) was sampled for activity of identifying hazard and risk that was reviewed dated 13/03/2023.</p> <p>In FGVPM Besout 7 Estate, found HIRARC form dated 01/01/2022 conducted for 19 activities/process. Revision on 31/12/22 was made for 13 activities/process. Sampling was made on machinery under Mechanization Programme below and found details risk of individual hazard not clearly defined and assessed. Thus, OFI is raised.</p> <ul style="list-style-type: none"> <li>• Spreader for manuring</li> <li>• Grabber</li> </ul>	OFI

Criterion / Indicator	Assessment Findings	Compliance																																										
<p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept and the concerns of the employees and any remedial actions taken are recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<ul style="list-style-type: none"> <li>• Scissor Lift</li> </ul> <p>c) Training for Chemical Handling and PPE Use was conducted on 30/01/23 and attended by 22 employees included mandora, sprayers, supervisor as attendance list sampled. In FGVPM Besout 7 Estate, training for SDS, PPE, safe mixing of pesticides and safe spraying and safe handling of chemical was conducted on 17/01/22 and attended by 10 Sprayers, Mandore and Asst Manager.</p> <p>d) PPE Matrix established for FGVPM Besout 6 Estate and stated as below:</p> <table border="1" data-bbox="1039 746 1870 1177"> <thead> <tr> <th>G/Cutter</th> <th>Harvester</th> <th>Store</th> <th>Sprayer</th> <th>Manurer</th> <th>Driver</th> </tr> </thead> <tbody> <tr> <td>Safety Helmet</td> <td>Safety Helmet</td> <td>Safety helmet</td> <td>Safety helmet</td> <td>Safety helmet</td> <td>Safety helmet</td> </tr> <tr> <td>Safety glass</td> <td>Safety glass</td> <td>Safety glass</td> <td>Safety glass</td> <td>Safety glass</td> <td>Ear Muff</td> </tr> <tr> <td>Ear plugs</td> <td>Cotton Rubber Gloves</td> <td>N95 Dust mask</td> <td>Cartridge respirator</td> <td>N95 Dust mask</td> <td>Safety boots</td> </tr> <tr> <td>Wellington boots</td> <td>Wellington Boots</td> <td>Safety boots</td> <td>Nitrile gloves</td> <td>Nitrile gloves</td> <td>-</td> </tr> <tr> <td>Cotton gloves</td> <td>-</td> <td>-</td> <td>Wellington boots</td> <td>Wellington boots</td> <td>-</td> </tr> <tr> <td>Apron</td> <td>-</td> <td>-</td> <td>Apron</td> <td>Apron</td> <td>-</td> </tr> </tbody> </table> <p>In FGVPM Besout 7 Estate, found PPE Matrix established and similarly requirement as above table used. Record of issuance of PPE for employees as sampled to:</p> <ol style="list-style-type: none"> <li>1. Driver: Safety boots, Safety helmet, ear plugs, vest on 11/08/2022.</li> </ol>	G/Cutter	Harvester	Store	Sprayer	Manurer	Driver	Safety Helmet	Safety Helmet	Safety helmet	Safety helmet	Safety helmet	Safety helmet	Safety glass	Safety glass	Safety glass	Safety glass	Safety glass	Ear Muff	Ear plugs	Cotton Rubber Gloves	N95 Dust mask	Cartridge respirator	N95 Dust mask	Safety boots	Wellington boots	Wellington Boots	Safety boots	Nitrile gloves	Nitrile gloves	-	Cotton gloves	-	-	Wellington boots	Wellington boots	-	Apron	-	-	Apron	Apron	-	
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	<p>2. Sprayer: Glove, Apron, Cartridge Mask, Goggle, safety boots, safety helmet on 13/07/2022.</p> <p>3. Harvester: Safety boots, safety vest, safety helmet on 11/08/2022.</p> <p>e) In FGVP M Besout 6 Estate, established and documented Spraying guidelines (SOP)-released by FGV Group FGVP M/L3/GPK-010 Rev.00 effective date 01/02/2020. Training for Chemical Handling and PPE Use was conducted on 30/01/2023 and attended by 22 employees included mandores, sprayers, supervisor as attendance list sampled. From the attendance list sighted name of workers and mandore that interviewed at Block 1 (PM17Y). In Chemical Store and mixing area found available emergency Eye Bash but emergency shower not available for emergency purpose. In FGVP M Besout 7, Sighted another Guideline for Management of Chemicals, Pesticides and Fertilizer (FGVP M/L3/GPK-006) Rev. 00 effective date 01/02/2020. Thus, OFI is raised.</p> <p>f) Sighted the appointment letter of FGVP M Besout 6 Sr. Estate Manager as Chairman of SHC signed by Regional Controller dated 01/01/2023. In Besout 7 Estate, sighted an Organization Chart for Safety and Health Committee established with Estate Manager as the Chairman together with eight (8) employer representatives and seven (7) employee’s representatives.</p> <p>g) Safety and Health Committee conduct regular meeting involved with employees and employer representatives. The meeting conduct with minimum four (4) times annually. Review on the minutes of meeting, the FGVP M Besout 6 Estate management conduct on 17/02/2022, 16/05/2022, 16/08/2022 and 16/11/2022.</p>	

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	<p>While Besout 7 Estate management conduct on 15/02/2022, 11/05/2022, 04/08/2022 and 10/11/2022.</p> <p>i) Available First Aid Box distribution records to all Hostel A-L (Workers Housing) on 25/01/2023, distributed to all mandores, drivers and workers on 21/01/2022-25/01/2023 and First Aid Boxes distributed will be inspected by assistant manager as record dated 24/03/1023, 21/09/1022, 20/12/1022,</p> <p>j) FGVPM Besout 6 Estate management report their accident statistic of year 2022 to DOSH using JKKP 8 Form dated 31/01/2023. Three (3) cases were reported with total of 17 lost days due Medical Leave. Review on minutes of Safety and Health Committee meeting, the cases are reported as agenda of discussion.</p> <p>FGVPM Besout 7 Estate management reported their accident statistic of year 2022 to DOSH using JKKP 8 Form dated 18/01/2023. Three (3) cases were reported with total of 42 lost days due Medical Leave. Based on the records, three (3) JKKP6 forms submitted to DOSH with dated as follow.</p> <ol style="list-style-type: none"> <li>1. JKKP 6 notified to DOSH on 05/04/2022 due to motorcycle accident and cause to legs injury.</li> <li>2. JKKP 6 notified to DOSH on 01/11/2022 due to fall down while harvesting and cause to wrinkle bone crack.</li> <li>3. JKKP 6 notified to DOSH on 26/05/2022 due to left wrinkle bone crack.</li> </ol> <p>Opportunity for Improvement (OFI)</p> <p>b) HIRARC Revision on 31/12/23 to be further review and consider potential risk of each machinery under Mechanization Programme</p>	



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		<p>to adequately propose for better control measure and prevention of incident.</p> <p>e) Current Emergency Eye Bash located near Chemical Store and Mixing Area to be further upgraded with shower mechanism for emergency purpose.</p>	
<b>Criterion 4.4.5: Employment conditions</b>			
<b>4.4.5.1</b>	<p>The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.</p> <p><b>- Major compliance -</b></p>	<p>Human Rights Policy established and described in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.3 Respect for human rights) dated 29/5/2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Chairman of FGV Group. Group Sustainability Policy (FGV/SED/POL/001, Rev 3 dated 17/11/2020) for Respecting Human Rights (Clause 5.2).</p> <p>Communication with the employees was done in various methods such as briefing during morning muster, display on notice boards at workers' hostel and training. Interview with workers showed that they have a good understanding on human rights.</p>	Complied
<b>4.4.5.2</b>	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p><b>- Major compliance -</b></p>	<p>Human Rights Policy established and maintained and addressed in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) dated 29/05/2019 (FGV/SED/POL/001 Rev 3). Policy is approved by Chairman of FGV Group. The policy describes company commitment to ensure all the employees are treated equally regardless of race, nationality religion, gender, age and other political opinions. Interview with the workers showed that no discrimination is being practiced.</p>	Complied
<b>4.4.5.3</b>	<p>Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed</p>	<p>FGV Group established Polisi dan Prosedur Operasi Standard Bayaran Gaji Pekerja RCMS, Ref No.: E/015/2012, Rev: 01 dated 01/09/2022.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.</p> <p><b>- Major compliance -</b></p>	<p>The objective of the procedure established as 'menggariskan prosedur pelaksanaan yang jelas dan dipatuhi oleh semua pengurusan ladang FGVPM. Ia bagi memastikan pekerja tempatan ladang menerima bayaran gaji perbankan (Maybank) melalui system RCMS SSC tanpa sebarang masalah pada setiap bulan.'</p> <p>Management has established an employment contract for its foreign workers. Pay and conditions are documented and are above the Minimum Wage Order 2022. Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sampled of the pay slips checked has confirmed that the workers were paid in accordance with Minimum Wage Order 2022. The sampled employees were:</p> <p>Working hours requirements addressed in Chapter B, Item 2.1 which was stated 'Untuk mendapatkan bayaran atau upah kerja, pekerja disyaratkan berada ditempat kerja dan melaksanakan kerja pada waktu kerja yang ditetapkan. Waktu bekerja bagi kategori Pekerja Pentadbiran Ladang, Mandor dan Pekerja operasi lading adalah 8 jam kerja sehari tidak termasuk waktu rehat yang diperuntukkan selama 1 jam. Pengurus lading dikehendaki untuk mengeluarkan waktu bekerja mengikut lading masing-masing dan dimaklumkan kepada semua pekerja.'</p> <p>FGVPM Besout 6 Estate with 12 sampled of workers as follow.</p> <ol style="list-style-type: none"> <li>1. ID#04551234</li> <li>2. ID#04250707</li> <li>3. ID#4550895</li> <li>4. ID#06201257</li> <li>5. ID#04551140</li> </ol>	

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	<p>6. ID#04551200            7. ID#045511195            8. ID#04551196            9. ID#04551070            10. ID#04550969            11. ID#04550214            12. ID#04550226</p> <p>FGVPM Besout 7 Estate with 11 sampled of workers as follow.</p> <p>1. ID#00200313            2. ID#06200320            3. ID#06200318            4. ID#06201036            5. ID#06201078            6. ID#06201070            7. ID#06201172            8. ID#06201146            9. ID#06201022            10. ID#04551227            11. ID#06203123</p> <p>Review on sampled workers' payslip, sighted the information available such as daily rate/piece rate wages, overtime, electrical &amp; water subsidy, SOCSO contribution and deduction for EPF, SOCSO, SIP electricity and water.</p>	

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<p><b>4.4.5.4</b> Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p><b>- Minor compliance -</b></p>	<p>At FGVPM Besout 6 Estate and FGVPM Besout 7 Estate, contractors to transport FFB to mill were engaged. The pay slips were obtained by the estate from the contractor.</p> <p>Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker.</p> <p>Sample of FGVPM Besout 6 Estate’s replanting contractor: Gxx Exxx.</p> <ol style="list-style-type: none"> <li>1. Driver, 810216-xx-xxxx</li> <li>2. Driver, 840302-xx-xxxx</li> <li>3. Excavator Driver, 650918-xx-xxxx</li> </ol> <p>Document review on contractor’s workers’ payslip sighted information related to the paid includes Basic wages for 24 working days, public holiday leave, contribution to EPF, SOCSO and SIP.</p> <p>Sighted Form A for EPF for March 2023, sighted the form with ref no.: 0222097xxxxxx reported for four (4) workers.</p> <p>Sighted Form 8A, for March 2023, sighted the form with reference employer no.: D4302xxxxxx.</p> <p>Sample of FGVPM Besout 7 Estate Transporter: Txxxx Gxxxx Ixxxx Exxx</p> <ol style="list-style-type: none"> <li>1. Staff, 820323-xx-xxxx</li> <li>2. Driver, 880729-xx-xxxx</li> <li>3. Loading worker, 911219-xx-xxxx</li> <li>4. Driver, 740317-xx-xxxx</li> </ol> <p>Document review on contractor’s workers’ payslip sighted information related to the paid includes Basic wages for 24 working days, public holiday leave, contribution to EPF, SOCSO and SIP.</p>	<p>Complied</p>

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		Sighted Penyata Caruman for EPF for January 2023, sighted the form with ref no.: 021xxxxxx reported for eight (8) workers. Sighted Form 8A, for January 2023, sighted the form with reference employer no.: D4301xxxxxx.	
<b>4.4.5.5</b>	The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate management managed their workers recruitment and registered into the e-Rangkaian Maklumat Ladang (e-RML) where personal details such as name, nationality, date of employed, job description, wage rate, date of birth, gender and years of service was stated in the system.	Complied
<b>4.4.5.6</b>	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate adopt FGV HQ Employment contracts issued and the copied acknowledged by the workers. The terms and conditions were clearly stated in the employment contract such as annual leave entitlement, benefits and medical leave. Employment contract is available in Nepalese (Ref No: FGV/FGVPM-JTK/contract/BGH, Rev 1.0 dated 01/11/2019), Indonesian (Ref No: FGVPM-JTK/Contract/IDN, Rev 1.0 dated 01/11/2019).	Complied
<b>4.4.5.7</b>	The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate are using 'Rekod Kedatangan Roll Call' where the attendance of workers is recorded on daily basis. Overtime is recorded in 'Kad Kerja' which is acknowledged by the workers and staff. Samples of employees' 'Kad Kerja' as per indicator 4.4.5.3.	Complied
<b>4.4.5.8</b>	The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate are using 'Rekod Kedatangan Roll Call' where the attendance of workers is recorded on daily basis. Report of sampled workers found that the enter time and	Complied

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	and shall always be compensated at the rate applicable and shall meet the applicable legal requirement. <b>- Major compliance -</b>	exit time was clearly stated in the timecard. The sampled workers above have recorded overtime not exceeding 104 hours per month. FGVPM Besout 6 Estate and FGVPM Besout 7 Estate issued memorandum on working hours and breaks is as follows: Field Operation 06.30am -15.30pm including breaks 12.30pm-1.30pm. Admin 06.30am – 17.00pm including breaks 12.30 – 15.00pm. However, estates implement flexible working hours for admin staff.	
<b>4.4.5.9</b>	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate management documented pay slip was distributed to individual workers on the day of payment. Wages and overtime were paid according to the 'Kad Kerja'. Hours of overtime has recorded in the pay slip as well. Total hours of overtime and daily attendance has recorded in the timecard. The sampled 24 workers' pay slips as per indicator 4.4.5.3.	Complied
<b>4.4.5.10</b>	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions. <b>- Minor compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be awarded with bonus once a year based on performance. Various incentive and allowance were also given to the workers.	Complied
<b>4.4.5.11</b>	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation. <b>- Major compliance -</b>	The workers in the estates have been provided with basic facilities such as government clinic, football field, mosque, sundry shops and other amenities such as subsidized electricity bill (RM6.00 per workers) and subsidized treated water supply from government (RM4.00 per workers which has been paid on monthly basis and clearly stated in the payslips.	Complied

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		<p>Site visit to the housing at FGVP Besout 6 Estate found that the hostels were painted, grass cutting twice a month and domestic waste was collected three times a week. Weekly inspection was recorded in 'Senarai Pemeriksaan Harian Kebersihan Asrama'.</p> <p>Document review of 'Pemeriksaan Harian Kawasan Asrama/Rumah Pekerja Asing' sighted the inspection covered all 11 blocks which conducted latest in February 2023 with latest dated 28/02/2023. Issue remarks include the kitchen cleanliness, dorm room housekeeping, hygiene in toilet and outside dorm cleanliness.</p> <p>Site visit to the housing at FGVP Besout 7 Estate found that the hostels were painted, grass cutting twice a month and domestic waste was collected three times a week. Weekly inspection was recorded in 'Senarai Pemeriksaan Harian Kebersihan Asrama'.</p> <p>Document review of 'Pemeriksaan Harian Kawasan Asrama/Rumah Pekerja Asing' sighted the inspection covered all 10 blocks which conducted latest in February 2023 with latest dated 28/03/2023. Issue remarks include the kitchen cleanliness, dorm room housekeeping, hygiene in toilet and outside dorm cleanliness.</p>	
<b>4.4.5.12</b>	<p>The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.</p> <p><b>- Major compliance -</b></p>	<p>Human Rights Policy was established and describe in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/05/2019. The policy describes company is commitment to protect the rights of women on the reproductive and family planning.</p> <p>Discrimination is not allowed in the company. Apart from that, procedure 'Menangani Aduan Melalui Jawatankuasa Wanita' (Doc. No.: FGV/ML-1A/L2-Pr14, Version 0 dated 01/06/2016) was maintained to provide a system to channel the complaint regarding sexual harassment</p>	Complied

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		<p>and violence.</p> <p>Gender committee and KKD committee was established in the estates to monitor and handle sexual harassment and violence case in the estate. There has been no case with regards to sexual harassment or violence reported. Gender Committee/KKD Meeting for both estates.</p> <p>Example,</p> <p>Based on sample, FGVPM Besout 7 Estate Gender Committee conduct meeting on 07/03/2023 at Bilik Mesyuarat ladang Besout 07 attended by 26 female committee members.</p> <p>FGVPM Besout 7 Estate management conduct briefing on sexual harassment and complaints channel to KKD committee which conducted to female staffs and workers dated 07/03/2023.</p>	
<b>4.4.5.13</b>	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p><b>- Major compliance -</b></p>	<p>Human Rights Policy was established and describe in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/05/2019. The policy describes company commitment to allows the employees to join any legal association and get approval from the management. Workers' Committee was established to discuss issues among the workers.</p>	Complied
<b>4.4.5.14</b>	<p>Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. Work by children and young persons is acceptable on family farms, under adult supervision, and when not</p>	<p>Human Rights Policy was established and describe in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/05/2019. The policy describes</p>	Complied



Criterion / Indicator		Assessment Findings	Compliance
	<p>interfering with their education. They shall not be exposed to hazardous working conditions.</p> <p><b>- Major compliance -</b></p>	<p>company commitment to not recruit any individual who less than 18 years old to work in plantations.</p> <p>FGV Group established Procedure for 'Mengelak Penggajian Buruh Kanak-Kanak, with Doc. No.: FGV/ML-1A/L2-Pr18 Issued No.: 01 dated 01/06/2016 with objective 'menyediakan satu prosedur standard untuk panduan yang jelas di dalam pematuhan penggunaan buruh kanak0kanak dan orang muda bagi mengawal dan melindungi mereka daripad eksploitasi menurut Akta Buruh Kanak-kanak dan orang Muda pekerjaan (pindaan) 2010 dated 01/03/2011.</p> <p>Document reviewed on the list of workers confirmed that all the employees were above 18 years old.</p>	
<b>Criterion 4.4.6: Training and competency</b>			
<b>4.4.6.1</b>	<p>All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.</p> <p><b>- Major compliance -</b></p>	<p>Document review of training records, FGVP Besout 6 Estate conduct training with topics to workers with evidence available as sampled follow.</p> <ol style="list-style-type: none"> <li>1. Chemical Handling and PPE Use conducted on 30/01/2023 attended by 22 employees included mandora, sprayers and supervisor.</li> <li>2. Tractor, Lorry &amp; MMG Driving conducted on 19/02/2023 attended by 19 drivers.</li> <li>3. First Aid Training &amp; CPR conducted at Felda Kawai 01 on 22-23/08/2022 attended by 24 Sprayers.</li> <li>4. First Aid Briefing conducted on 25/08/2022 attended by 33 workers.</li> </ol> <p>Document review of training records, FGVP Besout 7 conduct training with topics to workers with evidence available as sampled follow.</p> <ol style="list-style-type: none"> <li>1. Beneficial Plant Briefing conducted on 22/03/2022 attended by seven (7) supervisors and Cadet Planter.</li> </ol>	Complied

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		2. Lesson Learnt on Fatality Case Briefing conducted on 20/01/2023 attended by all workers and supervisors during roll call. 3. Fire Drill and evacuation briefing conducted on 20/01/2023 attended by all workers and supervisors during roll call. 4. Briefing on Wages conducted on 29/01/2023 attended by 29 workers. 5. Briefing on WRO-Remediation Plan conducted on 01/03/2023 attended by 255 workers. 6. Briefing on revise Group Sustainability Policy Ver. 4.0 conducted on 02/03/2023 and attended by 10 staff.	
<b>4.4.6.2</b>	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. <b>- Major compliance -</b>	Document review on sampled of Training Needs and Briefing Plan for year 2022 established by managements has consider all levels of employees which consist of Mandore, Supervisor, Manurer, Sprayer, Harvester, Driver, Genset Operator, General Worker, New Worker, Stakeholders, First Aider, ERT committee and Contractor. The plan established is guideline to provide the specific skill and competency required to all employees based on their job description in FGVP Besout 6 Estate and Besout 7 Estates.	Complied
<b>4.4.6.3</b>	A continuous training programme should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure. <b>- Minor compliance -</b>	FGVPM Besout 6 Estate and Besout 7 Estate established Annual Training Programme 2023 based on TNA 2023. Training was plan and implementation was to cover all employees and contractors are well trained based on their job function and responsibility in accordance with the documented training procedure.	Complied
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			

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<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented. <b>- Major compliance -</b>	<p>FGV Group established Sustainability Certification Scheme Policy with Doc. No. FGV/SED/POL/003 signed by Chief Executive Officer dated 26/01/2022.</p> <p>FGV Group established Environmental Policy with Doc. No. FGV/GHR/HSEQ/POL/004 signed by Chief Executive Officer dated 05/11/2021.</p> <p>The policy describes company to comply with all policy and internal procedure as well as the legal requirement relevant to the country where FGV in operation.</p> <p>In additional, FGV Group includes Environmental policy in Group Sustainability Policy and describes under section 5.3 on Protecting the Environment. The Group Sustainability Policy with Doc. No. FGV/SED/POL/001 rev. 4(BI) signed Chief Executive Officer on 17/11/2020.</p> <p>The policy was communicated through training, briefing, and displayed on notice board at several placed in the estate. Document review, management conduct Policy Briefing Training to workers during muster morning dated on 18/11/2021.</p>	Complied
<b>4.5.1.2</b>	The environmental management plan shall cover the following: a) An environmental policy and objectives; b) The aspects and impacts analysis of all operations. <b>- Major compliance -</b>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate conducted Aspects and Impacts Analysis and being documented under FGV/FGVPM/IV/IMS/16/1.6 Pind 1. The analysis was reviewed on annually basis and latest review was conducted for the year of 2022. FGVPM Besout 7 Estate has been reviewed this EIA on 04/01/2022 while for FGVPM Besout 6 Estate on 03/01/2022. Among activities discussed in the EIA includes harvesting, spraying, rat baiting,</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>manuring, FFB transport and waste management.</p> <p>The environmental impact assessment (EIA) register has identified columns for Major activity, aspect, impact, issue, Compliance to Law, risk assessment, mitigation and risk score.</p> <p>Environmental Impact / Risk Matrix and Risk / Impact Value Table have been established in the Aspect – Impact Register. Risk Assessment are classified into 4 categories: frequency, likelihood, no of case and Total. Finally, the environmental ratings are classified as level, significance or not significance, action by and assessment.</p>	
<b>4.5.1.3</b>	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>Environmental Management Plan been documented in 'Menganalpasti Aktiviti Pencemar Alam Dan Pelan Tindakan Untuk Mengurangkan Pencemaran'. Among plan discussed includes.</p> <ol style="list-style-type: none"> <li>1. Inspection of lorry at PUSPAKOM</li> <li>2. Switch off the while temporary stop</li> <li>3. Regular inspection of estate vehicle</li> <li>4. Calibration of chemical usage</li> <li>5. Recycle, reuse of empty chemical container.</li> </ol>	Complied
<b>4.5.1.4</b>	<p>A programme to promote the positive impacts should be included in the continual improvement plan.</p> <p><b>- Minor compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate planned the program to promote activities with positive impacts was included in Continual Improvement Plan. The Plan for are as follows.</p> <ol style="list-style-type: none"> <li>1. Zero open burning</li> <li>2. Reduce usage of chemicals</li> <li>3. Expand beneficial plant areas</li> <li>4. Disposal of Empty chemical containers.</li> <li>5. Re-use of chemical containers</li> </ol>	Complied

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<b>4.5.1.5</b>	An awareness and training programme shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate established training plan and conducted includes topic of Environmental as follow. <u>FGVPM Besout 7 Estate</u> 1. Awareness on Schedule waste Management dated 18/04/2022 2. Chemical Handling dated 04/02/2021 <u>FGVPM Besout 6 Estate</u> 1. Environmental Policy dated 06/01/2022 2. Schedule Waste Management dated 28/01/2022	Complied
<b>4.5.1.6</b>	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate conduct environmental meeting and chaired by managers. The meeting discuss agenda includes environmental issues, mature area and review on documentation. Document review on minutes of meeting as follow. 1. FGVPM Besout 7 Estate conduct on 11/03/2023. 2. FGVPM Besout 6 Estate conduct on 18/11/2022.	Complied
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
<b>4.5.2.1</b>	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate established plan for improving the efficiency of the use of fossil fuels. The plan is incorporated into the Environmental Aspect and Impact activities report updated as of January 2023. FGVPM Besout 6 Estate and FGVPM Besout 7 Estate update Environment Management Plan on 03/01/2023 includes with the details for efficiency of fossil fuel usage with follow. 1. Monitor, reduce and record the usage of diesel monthly	Complied

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		2. Switch off the engine when there is no operation 3. Reduce the usage of genset and fully utilize the turbine 4. Awareness training on management of diesel 5. Monitoring the cleanliness of skid tank area.																			
<b>4.5.2.2</b>	The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations. <b>- Major compliance -</b>	The estimation for the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations inclusive of fuel used by contractors, including all transport and machinery operations was available in the respective estate annual budgets. Monthly records on energy consumption for non-renewable sources were kept and documented. Based on the records, the diesel consumption is as follows. <table border="1" data-bbox="1055 874 1850 1011"> <thead> <tr> <th rowspan="2">No</th> <th colspan="3">FGVPM Besout 6 Estate</th> </tr> <tr> <th>Month</th> <th>Diesel</th> <th>FFB</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Jan 2022</td> <td>5030</td> <td>2283.96</td> <td>2.20</td> </tr> <tr> <td>2</td> <td>Jan 2023</td> <td>65395</td> <td>37709.92</td> <td>1.73</td> </tr> </tbody> </table>	No	FGVPM Besout 6 Estate			Month	Diesel	FFB	Diesel/FFB	1	Jan 2022	5030	2283.96	2.20	2	Jan 2023	65395	37709.92	1.73	Complied
No	FGVPM Besout 6 Estate																				
	Month	Diesel	FFB	Diesel/FFB																	
1	Jan 2022	5030	2283.96	2.20																	
2	Jan 2023	65395	37709.92	1.73																	
<b>4.5.2.3</b>	The use of renewable energy should be applied where possible. <b>- Minor compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate has not implement any of renewable energy which is available as at audit. However, FGV Group has future plan based on budget and financial stability to install solar panel.	Complied																		
<b>Criterion 4.5.3: Waste management and disposal</b>																					
<b>4.5.3.1</b>	All waste products and sources of pollution shall be identified and documented. <b>- Major compliance -</b>	FGV Group remain to use the current 'Prosedur Pengurusan Bahan Buangan Terjadual Setiap Ladang' with Doc. No. FGVPM/L2/PAS-04 dated 23/01/2020.	Complied																		

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		FGVPM Besout 6 Estate and FGVPM Besout 7 Estate identified all waste and pollution generated from operations activities. The identification documented into Waste Management Plan and Pollution Prevention Plan updated as in January 2023.	
<b>4.5.3.2</b>	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <p>a) Identifying and monitoring sources of waste and pollution</p> <p>b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate identified all waste and pollution generated from operations activities. The identification documented into Waste Management Plan and Pollution Prevention Plan updated as in January 2023. The plan identified as follow.</p> <ol style="list-style-type: none"> <li>1. To record the empty fertilizer bag</li> <li>2. Conduct Training on management of domestic waste to workers</li> <li>3. Segregation of waste as per 3R and sent to registered contractor</li> <li>4. Monitoring on rubbish collection</li> </ol>	Complied
<b>4.5.3.3</b>	<p>The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.</p> <p><b>- Major compliance -</b></p>	<p>FGV Group remain to use the current 'Prosedur Pengurusan Bahan Buangan Terjadual Setiap Ladang' with Doc. No. FGVPM/L2/PAS-04 dated 23/01/2020.</p> <p>Based on onsite interview with management inform, schedule waste for FGVPM Besout 7 Estate been transfer to collection centre at FGVPM Besout 6 Estate's Scheduled Waste Store.</p> <p>Document review scheduled waste inventory maintained with latest record was SW409 on 10/01/2023.</p> <p>For FGVPM Besout 6 Estate:</p> <p>Inventory with ref. no.: A11/123/000/018, Dated 21/01/2023</p> <p>Waste Generated: SW305= 0.36MT, SW408= 0.033MT, SW409= 0.0092MT, SW410= 0.1535MT.</p> <p><u>Disposal sample 1</u></p> <ul style="list-style-type: none"> <li>• Disposal consignment note: 2020121910YZTWFO</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance									
		<ul style="list-style-type: none"> <li>Date Disposal: 16/12/2022</li> </ul> SW305= 0.30MT (Spent Lubricating Oil) by Alixxx Sexxx Sdn Bhd. Extension of SW storage has been gained by DOE as below: <ol style="list-style-type: none"> <li>Letter A11/123/000/018 dated 26/02/2023. Extension until 30/06/2021.</li> <li>Letter A11/023/000/018 dated 28/01/2023. Extension until 30/06/2023.</li> </ol>										
<b>4.5.3.4</b>	Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers. <b>- Major compliance -</b>	For FGVPM Besout 7 Estate management disposed 60kg of chemical containers to Awxx Mexxx Sdn Bhd on 06/12/2022 (Invoice Number: SLV048820120011). Excess chemical containers that were not used for premixing have been triple rinsed and punctured was categorized under scheduled waste and disposed through waste contractors.	Complied									
<b>4.5.3.5</b>	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses. <b>- Minor compliance -</b>	Domestic waste disposed at the Landfill with location of landfill and record as follow. <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Estate</th> <th>Block No</th> <th>Date Open/Closed</th> </tr> </thead> <tbody> <tr> <td>FGVPM Besout 7 Estate</td> <td>PM09F</td> <td>01/01/2022</td> </tr> <tr> <td>FGVPM Besout 6 Estate</td> <td>PM01K</td> <td>06/02/2022</td> </tr> </tbody> </table>	Estate	Block No	Date Open/Closed	FGVPM Besout 7 Estate	PM09F	01/01/2022	FGVPM Besout 6 Estate	PM01K	06/02/2022	Complied
Estate	Block No	Date Open/Closed										
FGVPM Besout 7 Estate	PM09F	01/01/2022										
FGVPM Besout 6 Estate	PM01K	06/02/2022										
<b>Criterion 4.5.4: Reduction of pollution and emission</b>												
<b>4.5.4.1</b>	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent. <b>- Major compliance -</b>	Environmental Risk Assessment for identifying activities that contributes significant impact to environment including gaseous emission. An assessment of all polluting activities has been conducted and monitored. This included the estate and mill activities. Refer 'Penganalpastian Aspek Dan Impak' Doc. No.: FGV/FGVPM/IV/IMS/15/1.6 Rev 1 dated	Complied									



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		22/03/2021. Among sample of activities discussed were: - FGVPM Besout 7 Estate & FGVPM Besout 6 Estate 1. Harvesting 2. Spraying 3. Manuring 4. Tractor Driving 5. Rat Baiting	
<b>4.5.4.2</b>	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate implemented a Continuous Improvement Plan where they have stated the intention to reduce the usage of chemical through implementation of Integrated Pest Management Plan.	Complied
<b>Criterion 4.5.5: Natural water resources</b>			
<b>4.5.5.1</b>	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: a. Assessment of water usage and sources of supply. b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate’s current activities. c. Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).	a. Water source for daily usage was from Lembaga Air Perak (LAP). Sighted monthly record has been maintained. b. Water Sampling has been conducted for Inlet and outlet monitoring. Refer Report water sampling for FGVPM Besout 7 Estate dated 13/10/2021, Reference report 362/2021 W and for FGVPM Besout 6 Estate dated 02/02/2021 by FGV Agri Service Laboratory, Reference report 24/2021W. c. Water management plan has been established dated 10/01/2022. Among topics discussed were: <ul style="list-style-type: none"> <li>• Record water consumption and source of water</li> <li>• Monitoring of negative impacts to the environment</li> <li>• Optimization of water usage and avoid wastage</li> </ul>	Minor Non-Conformity

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	<p>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate.</p> <p>e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.</p> <p>f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.</p> <p><b>- Major compliance -</b></p>	<ul style="list-style-type: none"> <li>• Keep the soil moisture</li> <li>• Desilting main drain and field drain</li> </ul> <p>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones has been verified at the estate catchment. Riparian buffer zones have been identified and demarcated. No chemicals and fertilizer application observed been used in their maintenance. In certain areas Guatemala grass/Vertivar sp were planted along the riverbanks. Guidelines of the width of the rivers and natural courses to be protected have been illustrated in the FGV Sustainability Manual.</p> <p>e. There is no removal of natural vegetation in riparian areas.</p> <p>f. There is no abstraction water for water supply using bore well.</p> <p><u>Minor Non-Conformity (Minor NC)</u></p> <p>The process measuring the ground water is not conducted. Verified that there is a tube well available at Besout 7 estate. However, the process of measuring the ground water table is not conducted.</p>	
<b>4.5.5.2</b>	<p>No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p><b>- Minor compliance -</b></p>	<p>Sighted during site visit, there was no construction of bunds, weirs and dams across Sg. Chawang and Sg tampan at FGVPM Besout 7 Estate and Sg. Erong at FGVPM Besout 6 Estate.</p>	Complied
<b>4.5.5.3</b>	<p>Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).</p> <p><b>- Minor compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate implemented water harvesting in the estate. Such as directing water from roadside drain into the field. For planting at hilly area, the estate has constructed conservation terrace and plant cover crop to conserve water and prevent land erosion.</p>	Complied
<p><b>Criterion 4.5.6:</b> Status of rare, threatened, or endangered species and high biodiversity value</p>			

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<p><b>4.5.6.1</b> Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:</p> <p>a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.</p> <p>b) Conservation status (<i>e.g.</i> The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.</p> <p><b>- Major compliance -</b></p>	<p>At FGVP Besout 7 Estate, HCV assessment have been conducted on 25/05/2017 by Mr Muhammad Zulfadzli Bin Sufian Suri. FGVP Besout 7 Estate is adjacent to Hutan Simpan Gunung Besout where potential wild animal and rare and protective species lived.</p> <p>Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities has been conducted in the HCV Assessment.</p> <p>The program to regularly educate the workforce and community about the status of these RTE species are also established with on-going consultation with the relevant authorities such as the State Wildlife department, Forestry department etc.</p> <p>The reports detailed the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&amp;C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following: -</p> <ol style="list-style-type: none"> <li>1. General biodiversity issues</li> <li>2. Watercourses and drainage</li> <li>3. Habitats natural and man-made</li> <li>4. Wildlife</li> <li>5. Ponds and reservoirs</li> <li>6. Wetlands /watercourses</li> <li>7. Legal aspects</li> <li>8. Immediate and long-term effect</li> </ol> <p>Sighted Management Plan and Monitoring Plan of HCV Area has been established for the year (2018-2023). Among topic in the management plan were: -</p>	<p>Complied</p>

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		<ol style="list-style-type: none"> <li>1. Install signage at forest boundary</li> <li>2. Monitoring of endangered species from animal sighting record</li> <li>3. Awareness training and campaign related HCV and RTE</li> <li>4. To cooperate with Jabatan Perhilitan</li> </ol> <p>Sighted quarterly monitoring of wildlife and sensitive area for the year of 2021 at FGVP Besout 7 Estate. Only species like wild boar and monkey were stated in the animal sighting record.</p> <p>IPM Plan has been established in the certification unit estates which includes the planting of beneficial plants and control of damage by rodents and leaf eating pest.</p> <p>Beneficial plants such as <i>Turnera subulata</i> and <i>Cassia cobanensis</i> are grown in the estates and their records of planting in new areas and maintenance of existing areas of beneficial plants and location maps are available. Rat damage and leaf-eating pest census was regularly carried out to obtain information about threshold level and action to be taken thereafter. The records of census and rat baiting (averaging fruitlet damage &lt;2%) were available for verification.</p> <p>Barn owl census conducted showed that it is inhabited. Additional owl boxes had been added, ratio ranging from 1:20 ha to 1:35. Occupancy rate ranges from 65% - 75% among the estates visited. Inspection at one random barn owl box showed that it is inhabited with bones and bird droppings sighted on the ground at the foot of the barn owl box pole.</p>	
<b>4.5.6.2</b>	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <p>a. Ensuring that any legal requirements relating to the</p>	<p>There is no RTE found the entire FGVP Besout 6 Estate and FGVP Besout 7 Estate as recorded, with latest the following observation/report "Laporan Penilaian Konservasi Tinggi (HCV) &amp; Biodiversiti."</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	<p>protection of the species are met.</p> <p>b. Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</p> <p><b>- Major compliance -</b></p>	<p>The audit findings have confirmed that there is no new HCVs, HCS forests peatland and other conservation areas been identified after 15/11/2018 in both FGVPM Besout 6 Estate and FGVPM Besout 7 Estate (refer 7.3.1 to 7.4.2).</p> <p>The recent HCV assessment methodology is through site observation, interviews, stakeholder’s consultation and desktop review on available secondary data. The assessment among others covers the following areas:</p> <p>Overview of HCV assessment.</p> <p>Description of assessment areas.</p> <p>Finding and discussion.</p> <p>Landscape context.</p> <p>HCV criteria and application to agriculture.</p> <p>Besout 7 Estate conduct briefing on Wildlife attack protection in field to workers dated 06/02/2023.</p>	
<b>4.5.6.3</b>	<p>A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.</p> <p><b>- Major compliance -</b></p>	<p>The action plan is available under report HCV, under section 6.0 Biodiversity Management Plan for FGVPM Besout 7 Estate and FGVPM Besout 6 Estate for 2017-2022.</p> <p>The action plan covering 4 areas such as Boundary area between FGVPM Besout 7 Estate with Hutan Simpan Gunung Besout, Buffer zone for small stream, non-Economic area/ non-production area.</p> <p>HCV monitoring and management Monitoring of these areas are made through the daily field supervision by the field staff and executives.</p>	Complied
<p><b>Criterion 4.5.7: Zero burning practices</b></p>			

Criterion / Indicator		Assessment Findings	Compliance
4.5.7.1	Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice. <b>- Major compliance -</b>	The Group "Zero open burning" is enforced as described in the Group Sustainability Policy May 2019. The operating units adhered to the policy of "Zero open burning" for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estate. The estate has no replanting program for the incoming 5 years. There is a fire ERP team established by the estates and mill.	Complied
4.5.7.2	A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop. <b>- Major compliance -</b>	There are no areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop. Thus, this indicator was not applicable.	Not Applicable
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws. <b>- Major compliance -</b>	No controlled burning noted based on the records on the land clearing and felling for the replanting at sampled estates. Method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction. Thus, this indicator was not applicable.	Not Applicable
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched. <b>- Minor compliance -</b>	Noted based on the records on the land clearing and felling for the replanting at sampled estates, method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction.	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.	The SOP for the estates is available in a Group basis. Manual Ladang Sawit LESTARI 111 (No Doc: MLSL (ED 3) – Sec 2 (14.0) Tarikh	Complied

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	- Major compliance -	<p>Pindaan 1/9/2017 served as reference for the Estates. The Manual divided into 5 sections:</p> <ul style="list-style-type: none"> <li>a. Seksyen 1 – Pengurusan Tapak Semain Sawit</li> <li>b. Seksyen 2 – Pembangunan Tanam Semula</li> <li>c. Seksyen 3 – Sawit Pra Matang</li> <li>d. Seksyen 4 – Sawit Matang</li> <li>e. Seksyen 5 – Pembajaan Sawit</li> </ul> <p>Apart from Manual Lestari, Estate do adhere to Sustainable Palm Oil Manual Procedure and Occupational Safety, Health and Environmental Manual. Other than that, visiting by Agronomist, Internal Audit and Advisory service were conducted to monitoring estate performance as latest Agronomist Visit on 21/01/2022.</p>	
4.6.1.2	<p>Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.</p> <p>- Major compliance -</p>	<p>FGVPM Besout 6 Estate operating in adulating and permitted levels on sloping land, appropriate soil conservation measures implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures were explained in SOP titled Identification of Slope &amp; Riparian Buffer Area (FGV/ML-1A/L2-Pr8) Issue 01, Rev.00 dated 01/06/2016.</p>	Complied
4.6.1.3	<p>A visual identification or reference system shall be established for each field.</p> <p>- Major compliance -</p>	<p>During site visit, sighted in FGVP Besout 6 and 7 Estates, a visual identification clearly established at field visited. Further found Field information as below as identification or reference system in the daily Checkroll and Master Chit.</p>	Complied
<p><b>Criterion 4.6.2: Economic and financial viability plan</b></p>			

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4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. <b>- Major compliance -</b>	FGVPM Besout 6 Estate and Besout 7 Estate has documented business or management plan established to demonstrate attention to economic and financial viability through long-term (2023-2027) management planning.	Complied																																																
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years. <b>- Major compliance -</b>	<p>Annual Replanting Programme established in FGVPM Besout 6 Estate as below:</p> <table border="1"> <thead> <tr> <th>Block</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>PM98H/Block 16</td> <td>Nil</td> <td>63.47 Ha</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> <tr> <td>PM98H/Block 17</td> <td>Nil</td> <td>14,68 Ha</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> <tr> <td>PM01K/Block 18</td> <td>Nil</td> <td>11.83 Ha</td> <td>Nil</td> <td>Nil</td> <td>Nil</td> </tr> </tbody> </table> <p>In FGVPM Besout 7, no replanting programme established for period of 2023-2027. Current crops planted as below:</p> <table border="1"> <thead> <tr> <th>Area</th> <th>PM09F</th> <th>PM09G</th> <th>PM12H</th> <th>PM16K</th> <th>PM17L</th> <th>PM18M</th> <th>PM18N</th> </tr> </thead> <tbody> <tr> <td>Ha</td> <td>225.75</td> <td>420.76</td> <td>299.98</td> <td>163.66</td> <td>419.65</td> <td>286.52</td> <td>678.68</td> </tr> <tr> <td>Planted</td> <td>2009</td> <td>2009</td> <td>2012</td> <td>2016</td> <td>2017</td> <td>2018</td> <td>2018</td> </tr> </tbody> </table>	Block	2023	2024	2025	2026	2027	PM98H/Block 16	Nil	63.47 Ha	Nil	Nil	Nil	PM98H/Block 17	Nil	14,68 Ha	Nil	Nil	Nil	PM01K/Block 18	Nil	11.83 Ha	Nil	Nil	Nil	Area	PM09F	PM09G	PM12H	PM16K	PM17L	PM18M	PM18N	Ha	225.75	420.76	299.98	163.66	419.65	286.52	678.68	Planted	2009	2009	2012	2016	2017	2018	2018	Complied
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Planted	2009	2009	2012	2016	2017	2018	2018																																												
4.6.2.3	The business or management plan may contain: a) Attention to quality of planting materials and FFB b) Crop projection: site yield potential, age profile, FFB yield trends c) Cost of production: cost per tonne of FFB d) Price forecast e) Financial indicators: cost benefit, discounted cash flow, return on investment <b>- Major compliance -</b>	<p>Sighted in FGVPM Besout 6 Estate and FGVPM Besout 7 Estate established and documented a Long-Term Budget Allocation for 2022-2027 covering:</p> <ol style="list-style-type: none"> <li>Total Planted Area</li> <li>FFB Production Forecast</li> <li>Estimation of OER%</li> <li>Operational Cos (RM)</li> <li>FFB Price (RM/MT)</li> <li>Estimation of Profit.</li> </ol>	Complied																																																



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<b>4.6.2.4</b>	<p>The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 Estate and FGVPM Besout 7 Estate had plan effectively and implemented and monitored achievement of the goals and objectives regularly. "Executive information system" for monitor monthly performance in FFB, Account workers' wages, workers' productivity, capital expenditure, progress of works and cost to maturity for replanting area. In addition, sighted in FGVPM Besout 7 Estate, achievement and goal in aspect of OSH monitored and reviewed regularly as Safety and health Inspection conducted between 18-19/08/2022 where issues were discussed between SHO Trolak Region and Management od estate and Summary on Audit Findings (HSE Tier 2 Audit Report) were documented and presented.</p>	Complied
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
<b>4.6.3.1</b>	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM Besout 6 and 7 Estates had an established Guideline of Wages (Kadar Upah Kerja) No. 08 dated 20/05/2022 from Chief Executive Officer. Wages rates were distributed and allocated as mechanisation below:</p> <ul style="list-style-type: none"> <li>• Harvesting (mature, immature &amp; over 25 years)</li> <li>• Loose fruit collection (flat &amp; hilly)</li> <li>• Loader FFB (immature, matured and loose fruits)</li> <li>• Stumpling (matured and immatured)</li> <li>• Platform Loading (grabber, manual loader)</li> </ul> <p>Manuring:</p> <ul style="list-style-type: none"> <li>• Manual</li> <li>• Subsoil Manual</li> <li>• Subsoil Mechanisation</li> </ul>	Complied

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	<ul style="list-style-type: none"> <li>• Loading Fertilizer bag</li> <li>Spraying</li> <li>• Pre Mature (Below 1 year)</li> <li>• Pre Mature (year 2)</li> <li>• Pre Mature (year 3)</li> <li>• Young Mature (year 4 &amp; 5)</li> <li>• Mature (Year 6-20)</li> <li>• Mature (year 21 above)</li> <li>• Special treatment</li> </ul> <p>While for other wage rate for General Worker, then calculation will consider productivity calibration, baseline productivity and approval from Regional Controller.</p> <p>In FGVPM Besout 7, Sighted a Pricing Guide for Transporting FFB to Mill from Head of Services Department, FGV Group and approved by Chief Executive Officer dated 02//12/2021.</p> <p>The basis of consideration:</p> <ul style="list-style-type: none"> <li>• Young Matured (harvesting year 1,2,3)</li> <li>• Matured more than harvesting year 4 and above.</li> <li>• Diesel price set at rate RM2.18/L (range RM2,01-RM2.20 per litre)</li> <li>• One Way distance to Mill</li> <li>• Estate Topography Map</li> <li>• Operational cost machine, driver and loader.</li> </ul> <p>Attached a table for further reference and guidance as attached with this Appendix 2.</p>	

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<b>4.6.3.2</b>	<p>All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.</p> <p><b>- Major compliance -</b></p>	<p>Sampled Contract with transporter Gxx Exxxx providing service to FGVPM Besout 6, as below:</p> <ol style="list-style-type: none"> <li>1. Invoice from Gxx Exxxx No. 0374 dated 02/01/2023 for FFB Transport from PM09Q and PM09R with total Amount of MYR xx,xxx.xx</li> <li>2. Certificate of Contract Payment No. 67 dated 02/01/23 for Transportation claim for December 2022 (PM09Q &amp; PM09R) with amount of MYR xx,xxx.xx approved by Sr. Estate Manager for payment dated 04/01/23.</li> </ol> <p>FGVPM Besout 7 Estate has engaged Txxxx Gxxxx Ixxxx Exxxx for transporting FFB to Mill contract No 553000xxxx. Found Approval Letter for Contract Renewal dated 12/10/2020 agreed to continue the contract for another year until 31/12/2022.</p>	Complied
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	<p>Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.</p> <p><b>- Major compliance -</b></p>	<p>A stakeholder consultation was conducted on 14/03/23 for Kompleks Besout, Trolak &amp; Sg. Tenggi at Dewan Semai Bakti, Felda Besout 1, Sungkai. In the 4<sup>th</sup> Presentation, initiative on MSPO and RSPO were explained to give awareness and understanding included documentation requirements. Among contractor attended as in the list included Gxx Exxxx.</p> <p>IN FGVPM Besout 7, sighted a signed Supplier Code of Conduct, FGV Group with Doc. Ver.:001.05.2020 by Gxx Exxxx mentioned commitment to conduct in manner as follow.</p> <ul style="list-style-type: none"> <li>• Code No. 2: Safety, Health and Environment (aware on safety and health requirements)</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>Code No. 2.4 Environment (managing and mitigate negative environmental impact and protect environment).</li> <li>Code No. 5.2 Adherence to Sustainability Certification (Comply with all principles and indicators of MSPO and RSPO and support FGV achieving compliance).</li> </ul>	
<b>4.6.4.2</b>	<p>The management shall provide evidence of agreed contracts with the contractor.</p> <p><b>- Major compliance -</b></p>	<p>FGV Group through 4<sup>th</sup> Renewal Approval Letter dated 30/12/21 and valid till 31/12/22 appointed Gxx Exxxx for transportation of FFB to Mill (Bin System) for Besout 6 as below:</p> <p><u>PKT PM09Q</u></p> <p>Besout POM (First 12 KM)</p> <p>Terolak POM (Second 35 KM)</p> <p><u>PKT PM09R</u></p> <p>Besout POM (First 14 KM)</p> <p>Terolak POM (Second 39 KM)</p> <p>Besout 7 engaged Txxxx Gxxxx Ixxxx Exxxx, Contract No. 530000xxxx for transporting FFB to Mill as Letter of Award (LOA) dated 22/12/2022 signed and approved by Chief Executive Officer. Confirmation of acceptance signed by Txxxx Gxxxx Ixxxx Exxxx dated 22/12/2022. All terms and conditions clearly mentioned in the LOA sampled.</p>	Complied
<b>4.6.4.3</b>	<p>The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.</p> <p><b>- Minor compliance -</b></p>	<p>The management of FGVPM Besout 6 Estate accepted MSPO approved auditors to verify assessments through a physical inspection.</p> <p>IN FGVPM Besout 7 Estate from Latter of Award (LOA) Reference No. (79) FGVPM/LOA/Contract Management/2022 dated 22/12/22 issued to Txxxx Gxxxx Ixxxx Exxxx under Terms and Conditions No. 33 stated the management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.</p>	Complied

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4.6.4.4	<p>The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.</p> <p><b>- Major compliance -</b></p>	<p>Sampled Contractor Gxx Exxxx with Contract No. 530000xxx engaged for FFB Transportation, an observance of the control points applicable to task perform was checked by FGVPM Besout 6 from documents sampled:</p> <ul style="list-style-type: none"> <li>• Certificate of Visit Confirmation of Area of Work Completed dated 02/01/2023 and declaration made by contractor signed on 04/01/2023.</li> <li>• Certificate of Job Completed approved signed by Assistant Manager dated 02/01/2023 after confirmation made by Supervisor declaring job has been completed as term and condition of contract. Commencement Date mentioned Two (2) Years from commencement date (01/01/2023-31/12/2024).</li> </ul>	Complied
<b>4.7 Principle 7: Development of new planting</b>			
<b>Criterion 4.7.1: High biodiversity value</b>			
4.7.1.1	<p>Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation.</p> <p><b>- Major compliance -</b></p>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
4.7.1.2	<p>No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia’s National Physical Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required.</p>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable

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Criterion / Indicator		Assessment Findings	Compliance
- Major compliance -			
<b>Criterion 4.7.2: Peat Land</b>			
<b>4.7.2.1</b>	New planting and replanting may be developed and implemented on peat land as per MPOB guidelines on peat land development or industry best practice. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.3: Social and Environmental Impact Assessment (SEIA)</b>			
<b>4.7.3.1</b>	A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.3.2</b>	SEIAs shall include previous land use or history and involve independent consultation as per national and state regulations, via participatory methodology which includes external stakeholders. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.3.3</b>	The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored and reviewed. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.3.4</b>	Where the development includes smallholder schemes of above 500ha in total or small estates, the impacts and implications of how each scheme or small estate is to be managed should be	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable

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	documented and a plan to manage the impacts developed, implemented, monitored and reviewed. <b>- Minor compliance -</b>		
<b>Criterion 4.7.4: Soil and topographic information</b>			
<b>4.7.4.1</b>	Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.4.2</b>	Topographic information shall be adequate to guide the planning of planting programmes, drainage and irrigation systems, roads and other infrastructure. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.5: Planting on steep terrain, marginal and fragile soils</b>			
<b>4.7.5.1</b>	Extensive planting on steep terrain, marginal and fragile soils shall be avoided unless permitted by local, state and national laws. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.5.2</b>	Where planting on fragile and marginal soils is proposed, plans shall be developed and implemented to protect them and to minimize adverse impacts (e.g. hydrological) or significantly increased risks (e.g. fire risk) in areas outside the plantation. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.5.3</b>	Marginal and fragile soils, including excessive gradients and peat soils, shall be identified prior to conversion.	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
- Major compliance -			
<b>Criterion 4.7.6:</b> Customary land			
<b>4.7.6.1</b>	No new plantings are established on recognised customary land without the owners’ free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.6.2</b>	Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites. <b>- Minor compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.6.3</b>	Where recognized customary or legally owned lands have been taken-over, the documentary proof of the transfer of rights and of payment or provision of agreed compensation shall be made available. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.6.4</b>	The owner of recognised customary land shall be compensated for any agreed land acquisitions and relinquishment of rights, subject to their free prior informed consent and negotiated agreement. <b>- Major compliance -</b>	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
<b>4.7.6.5</b>	Identification and assessment of legal and recognised customary rights shall be documented.	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable



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	- Major compliance -		
4.7.6.6	A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
4.7.6.7	The process and outcome of any compensation claims shall be documented and made publicly available. - Major compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable
4.7.6.8	Communities that have lost access and rights to land for plantation expansion should be given opportunities to benefit from the plantation development. - Minor compliance -	There are no new planting available at site, thus this indicator is not applicable.	Not Applicable

**MS 2530-4: 2013 Malaysian Sustainable Palm Oil (MSPO) Part 4: General Principles for Palm Oil Mills**

Criterion / Indicator		Assessment Findings	Compliance
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	Policy for the implementation of MSPO shall be established. <b>- Major compliance -</b>	FGV Group maintain the current Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 4.0) which approved by Board of Directors on 17/11/2020. The objective of the policy is to establish the objectives and guidelines for FGV Holdings Berhad and its Group of Companies (collectively referred to as the “FGV Group” or “Group”) for the fulfilment of FGV’s commitments about sustainability matters.	Complied
<b>4.1.1.2</b>	The policy shall also emphasize on the commitment to continual improvement with the objective of improving the milling operation. <b>- Major compliance -</b>	FGV Group maintain the current Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 4.0) which approved by Board of Directors on 17/11/2020.  Based on the policy describes FGV Group commitment to continually improve the quality of their products and services was addressed in Clause 5.0 of the policy above by adopting the best possible approaches to enhance productivity and profitability by optimising resources and operational efficiencies, while eliminating or minimising negative impact on people and the environment.	Complied
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	FGV Group HQ conduct internal audit scheduled for at least once a year to determine the strong and weak points and potential area for improvement.	Complied

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	- Major compliance -	Based on internal audit report, audit covered both documentation and operation for the mill for RSPO and MSPO requirements. The action from the finding raised was established. Based internal audit result for FGVPI SB Besout POM conducted on 01-02/02/2023 with total of 25 nonconformances raised.	
4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action. - Major compliance -	FGV Group maintain the current without any changes on their Sustainability Certification Internal Audit Procedure (SOP No.: FGV/GSD-SCCD/SOP/04, Ver. 0 dated 03/09/2020). The procedure established as a guideline to carry out internal audit for the certification standards such as RSPO, MSPO, ISCC and other sustainability certifications. All nonconformances raised were recorded with root cause and correction/corrective action including timeframe to close the NC and person in-charge was identified.	Complied
4.1.2.3	Reports shall be made available to the management for their review. - Major compliance -	Besout POM conduct management review meeting on 16/03/2023 with minutes and attendances available to review. The meeting Mill Manager and attended by key personnel. Based on the minutes, agenda discuss include internal audit result, external audit result, engineering department visit report result, changes in management, mill operation report, customer feedback and suggestion for improvement. Document review on the internal audit report dated 01-02/02/2023 sighted 25 nonconformances raised were recorded. Besout POM discuss the root cause and correction/corrective action for all nonconformances which closed 15/03/2023.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.1.3 – Management Review</b>			
<b>4.1.3.1</b>	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification. <b>- Major compliance -</b>	Besout POM conduct management review meeting on 16/03/2023 with minutes and attendances available to review. The meeting Mill Manager and attended by key personnel.  Based on the minutes, agenda discuss include internal audit result, external audit result, agronomist visit report result, changes in management/operation and suggestion for improvement.	Complied
<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company. <b>- Major compliance -</b>	FGVPISB Besout POM established Continual Improvement Plan based on a consideration of the main social and environmental impact and opportunities for the mill found established and implemented in FY 2023 covering recycling, air pollution control and social aspects of community.	Complied
<b>4.1.4.2</b>	The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce. <b>- Major compliance -</b>	FGVPISB Besout POM maintained the current practice of implementing Kaizen activity such as 5'S has been effectively implemented to enhance housekeeping, layout and systematic storage of files, equipment, supplies, chemicals and others. Notice board has been used effectively to disseminate information and providing guidance of good practices	Complied
<b>4.2 Principle 2: Transparency</b>			
<b>Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements</b>			

Criterion / Indicator		Assessment Findings	Compliance
4.2.1.1	<p>The management shall communicate adequate information to other stakeholder on environmental, social and legal issues relevant to sustainable practices in the relevant languages and forms.</p> <p><b>- Major compliance -</b></p>	<p>Adequate information covering on environmental, social and legal issues which are relevant to stakeholders is shared for effective participation and decision making. Handbook of RSPO Certification for FELDA and FGV were distributed to all the stakeholders. Explanation of RSPO, MSPO, ISCC and all the policies were clearly stated in the handbook.</p> <p>Besides, process of complaints and grievances were included in the handbook. Contractors and suppliers in general were briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement.</p> <p>The SCOC also available via FGV company's website link <a href="https://www.fgvholdings.com/wp-content/uploads/2020/07/FGV-Holdings-Berhad%E2%80%99s-Statement-of-Commitment-on-Upholding-Labour-Standards.pdf">https://www.fgvholdings.com/wp-content/uploads/2020/07/FGV-Holdings-Berhad%E2%80%99s-Statement-of-Commitment-on-Upholding-Labour-Standards.pdf</a> where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers.</p> <p>As per sampling on contract with Axxx Exxx, SCOC document version May 2020 was available in POM for reviewed.</p>	Complied
4.2.1.2	<p>Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM holds copies of each of the management documents that are required to be publicly available. Besides, all the information such as annual report, sustainability news and policies were found available in the company's website: <a href="https://www.fgvholdings.com/sustainability/overview/">https://www.fgvholdings.com/sustainability/overview/</a></p>	Complied
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
4.2.2.1	<p>Procedures shall be established for consultation and communication with the relevant stakeholders.</p>	<p>FGVPISB Besout POM developed 'Komunikasi, Penglibatan dan Rundingan Prosedure' Doc. No. ML-1A/L2-PR3(1) dated 22/5/2015</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- <b>Major compliance</b> -	<p>where the procedure has stated the information that provided to the stakeholders such as policies, social impact assessment and environment aspects.</p> <p>The management has explained the requirements of sustainable palm oil certification to all the stakeholders during stakeholder meeting. Briefing on policies and management procedures of sustainability was carried out during the meeting as well.</p>	
4.2.2.2	<p>The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i>.</p> <p>- <b>Minor compliance</b> -</p>	<p>FGVPISB Besout POM management has appointed Admin Executive being appointed as management official to communicate with stakeholders any complaints/grievance and policies or programmes with appointment letter dated 25/01/2022.</p>	Complied
4.2.2.3	<p>A list of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders shall be properly maintained.</p> <p>- <b>Major compliance</b> -</p>	<p>FGVPISB Besout POM review their stakeholder list on 15/02/2023 includes relevant stakeholders (internal and external) such as local communities head, suppliers, contractors, authorities, neighbouring estates and smallholders, government agencies including clinics, hospitals, schools, immigrations, NGO's and etc.</p> <p>Stakeholder consultation meeting conduct at Dewan Semai Bakti, Felda Besout 01, Sungkai, Perak dated 14/03/2023 with minutes of meeting available for review. During the meeting, the attended stakeholders been given with copy of handout of agenda which is consist of list of policies, sustainable concepts, list of publicly available documents, commitment on managing workers, environmental and social. The meeting attended by the representatives from FGVPISB Besout POM.</p> <p>Review on the minutes, sighted FGV Besout complex discuss the agenda includes briefing on sustainable policy, complaint &amp; grievance mechanism procedure, FGV initiative in conservation and environmental, FGV initiative in RSPO &amp; MSPO certification,</p>	Complied

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		summarize of feedback and suggestion from stakeholders. Review on the attendance sheet, verified meeting attended by indigenous people rep, surrounded communities, schools, government agencies, gender committee, ADUN, neighbouring estates, contractors and suppliers. Question and answer session open to the attended and been participated by school and head communities.	
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability. <b>- Major compliance -</b>	FGVPISB Besout POM adopt FGV Group HQ 'Prosedur RSPO Supply Chain Certification (Kilang Sawit)' with Doc. No.: FGV/GSD-SCCD/SOP/007 established for to provide guideline on managing traceability and supply chain for CPO and PK products deliver from mill to buyers.	Complied
<b>4.2.3.2</b>	The management shall conduct regular inspections on compliance with the established traceability system. <b>- Major compliance -</b>	Various means were available on how to monitor the traceability where among others the updating of productivity report, dispatch of CPO and PK, through month end account closing and internal audit. Based on verification of records, it was found that the procedure of traceability was well implemented. The management has recorded each FFB received, CPO despatch and PK delivery in the FFB weighbridge system (Prodata)	Complied
<b>4.2.3.3</b>	The management shall identify and assign suitable employees to implement and maintain the traceability system. <b>- Minor compliance -</b>	FGVPISB Besout POM appointed Assistant Manager as traceability officer with appointment letter dated 25/01/2022.	Complied
<b>4.2.3.4</b>	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained. <b>- Major compliance -</b>	FGVPISB Besout POM maintained the records and documents mentioned in 4.2.3.1 showed on the deliveries of CPO and PK to buyers. Crosschecked between the daily CPO and PK delivery records and the transportation documents are maintained	Complied

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	<p>accordingly.  Sample of storage, sales, delivery or transportation of CPO and PK as below:</p> <p><u>Crude Palm Oil (CPO)</u></p> <ol style="list-style-type: none"> <li>Buyer: Fxx Ixxx Sdn Bhd, Date: 17/02/2023  Lorry No: WYH 7210  Net Weight: 38.06 mt  Mill W/B Ticket No: H00009198</li> <li>Buyer: Fxx Bxxx-Port Klang, Date: 14/01/2023  No Lori: VCK 8025  Nett Weight: 44.66 mt  Mill W/B Ticket No: H00009087</li> </ol> <p><u>Palm Kernel (PK)</u></p> <ol style="list-style-type: none"> <li>Buyer: Pxx Oxx Mxx Sdn Bhd, Date: 30/11/2022  Lorry No: WYH3376E  Nett Weight: 45.42 mt  Mill W/B Ticket No: L00002454</li> <li>Buyer: Fxx Kxxx-Pandamaran, Date: 30/12/2022  Lorry No: VAC6570  Nett Weight: 42.84 mt  Mill W/B Ticket No: L00002478</li> </ol>	
<p><b>4.3 Principle 3: Compliance to legal requirements</b></p>		



Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations. <b>- Major compliance -</b>	FGVPIBS Besout POM has maintained compliance status as record of compliance as follow. 1. Authorized Gas Tester Permit no.: HQ/19/AGTES/01/03280 valid from 04/11/2022 until 11/05/2024. 2. MPOB License No. 500155504000 for processing 330,000 MT/FB per year valid until 31/03/2024. 3. Permit Barang Kawalan Berjadual, Ref No. KDNHEP/P/TPH/600-2/1/6/2/220, Diesel Storage for 29,115 liters Diesel valid until 14/01/2024. 4. Suruhanjaya Tenaga for Private Installation of 4,093 kW valid until 27/07/2023. 5. Meteorology permit for weighbridge calibrated by De Metrology Sdn. Bhd. been inspected on 22/03/2023 with certificate No. D120067. 6. CF for Machinery Boiler of PMD8414 with capacity 2,400 kilo pascal valid until 06/10/2023. 7. CF for Machinery Boiler of PMD3255 with capacity 2,069 kilo pascal valid until 14/11/2023. 8. CF for Machinery Chain Hoist of PK PMA4621 with capacity 1,000 kg valid until 06/03/2023 and PK PMA4622 with capacity 1,000 kg valid until 06/03/2023. 9. CF for Machinery Compressor of PK PMT4547 with capacity 981 kilo pascal valid until 06/03/2023.	Major Non-Conformity

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		<p>10. CF for Machinery Boiler of PMT103758 with capacity 1,379 kilo pascal valid until 06/03/2023.</p> <p>11. CHRA Report assessed by third parties on 19/06/18.</p> <p>12. Baseline Audiometric Test for year 2023 conducted to 86 employees in February 2023. Resulted 38 employees with abnormal audiograms (hearing loss, hearing impairment, permanent standard threshold shift) carried out medical examination as result of test. Review quotation dated 14/3/2023, the mill management scheduled to further referred after Hari Raya in May 2023.</p> <p>13. LEV Inspection conducted by third parties on 03/02/2023 and yet available.</p> <p><u>Major Non-Conformity (Major NC)</u></p> <p>The operation of Fume Hood in laboratory found non-compliance to applicable subsidiary legal requirements under Environmental Quality Act 1974.</p> <p>One unit of Fume Hood in Laboratory found not having Written Approval or Notified to DOE under Regulation 5 of Environmental Quality (Clean Air) Regulations 2014 as required.</p>	
<b>4.3.1.2</b>	<p>The management shall list all relevant laws related to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM has a Reference List of Act and Legal Register and among included in the list dated 10/02/2023 as follow.</p> <ol style="list-style-type: none"> <li>1. Akta Perlindungan Pemberi Maklumat 2010</li> <li>2. Akta Suruhanjaya Pencegahan Rasuah 2009</li> <li>3. Akta Standard Minimum Perumahan (Pindaan) 2019</li> <li>4. Occupational Safety and Health Act 1996 and Occupational Safety and Health (Amendment) 2022</li> </ol>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		5. Occupational Safety and Health (Safety and Health Committee) Regulations 1996 6. Environmental Quality Act 1974 and (Amendment) 2012 7. Environmental Quality (Scheduled Waste) Regulations 2005 8. Pesticides Act 1974 9. Pesticides (labelling) Regulations 1984	
<b>4.3.1.3</b>	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force. - <b>Major compliance</b> -	FGV Group centralised system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang- undang" dated 23/6/2017, Version: 04. Any changes in the relevant regulations are through Plantation and Sustainability Department and the Manager, who are sole responsible.	Complied
<b>4.3.1.4</b>	The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements. - <b>Minor compliance</b> -	FGV PISB Besout POM manager appointed Assistant Manager to monitor legal compliance with appointment letter dated 10/01/2023.	Complied
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	The management shall ensure that their oil palm milling activities do not diminish the land use rights of other users. - <b>Major compliance</b> -	FGV PISB Besout POM land is legally owned by FelDa Palm Industries Sdn Bhd as verified the land title No. HSD: 10xxx. There was no land dispute in the Besout POM by verified through interviewed with the local communities. No changes from previous audit.	Complied
<b>4.3.2.2</b>	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual legal use of the land. - <b>Major compliance</b> -	Based on the agreement between FELDA and FPISB 'Surat Perjanjian antara FELDA dan FPISB, Rancangan: FELDA Gunung Besout 1, dated 25/11/1996', there are 14.60 Ha of area leased to FPISB for Besout POM utilisation. 82,000 m2 of it is under land title	Complied

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		No. HSD: 10xxx, whereas 6.40 ha is still under the main land title hold by FELDA. No changes from previous audit.	
<b>4.3.2.3</b>	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - <b>Major compliance</b> -	Land title No H.S.D: 10xxx with Syarat-Syarat Nyata: Perusahaan Kilang Kelapa Sawit was verified. Sighted during site visit, clearly boundary markers have been clearly demarcated in the map and site checking. No changes from previous audit.	Complied
<b>4.3.2.4</b>	Where there are, or haven been disputes, documented proof of legal acquisition of land and fair compensation that have been or are being made to previous owners and occupants; shall made available and that these should have been accepted with free prior informed consent (FPIC). - <b>Minor compliance</b> -	There was no land dispute record in the FGVPISB Besout POM. No record as per document verification and stakeholder interview. No changes from previous audit.	Not Applicable
<b>Criterion 4.3.3 – Customary rights</b>			
<b>4.3.3.1</b>	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - <b>Major compliance</b> -	The mill land is legally owned by Felda Palm Industries Sdn Bhd as verified the land title No. HSD: 10xxx. The existing land is not encumbered by any customary land rights. No changes from previous audit.	Not Applicable
<b>4.3.3.2</b>	Maps of an appropriate scale showing extent of recognized customary rights shall be made available. - <b>Minor compliance</b> -	The mill land is legally owned by Felda Palm Industries Sdn Bhd. The existing land is not encumbered by any customary land rights. No changes from previous audit.	Not Applicable
<b>4.3.3.3</b>	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available. - <b>Major compliance</b> -	The mill land is legally owned by Felda Palm Industries Sdn Bhd. The existing land is not encumbered by any customary land rights. No changes from previous audit.	Not Applicable

Criterion / Indicator	Assessment Findings	Compliance	
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			
<b>4.4.1.1</b>	<p>Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones.</p> <p><b>- Minor compliance -</b></p>	<p>FGV Group’s HQ conduct Social Impact Assessment (SIA) at Besout Complex consist of FGVPIBS Besout POM, FGVPM Besout 6 Estate and FGVPM Besout 7 Estate on March 2022. Based on report review, sighted the report issued is revision 1, by Ahmad Akram Abd Jalal, Sustainability Compliance &amp; Certification Department, Group Sustainability Division, FGV Holdings Berhad. Executive Summary of the report state to re-evaluate from social impact assessment prepared in November 2021 based on procedure. Objective for preparing the report to meet sustainability certification in way to assist project units to identify and handling issues affect directly and indirectly to stakeholders.</p> <p>FGVPI Besout POM has extract social assessment result into management plan with two (2) categorize consist of positive and negative impact as follow.</p> <p>Impact social: No details on last payment calculation to FFB dealer. This causes the dealers unable to crosscheck to all transaction of their FFB delivery.</p> <p>Outcome: Discussion with FFB Purchasing Department            PIC: Weighbridge clerk and mill management            Time: Inform to FFB Purchasing Department</p> <p>Evidence and status: ‘Surat makluman bagi perbincangan Bersama Jabatan Belian BTS akan diatitkan dalam mengemaskini paysheet pembayaran kepada pembekal.’</p> <p>Action: Besout POM submitted Hasil BTS report to Jabatan Belian</p>	<p>Complied</p>

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		BTS on monthly basis.	
<b>Criterion 4.4.2: Complaints and grievances</b>			
<b>4.4.2.1</b>	A system for dealing with complaints and grievances shall be established and documented. <b>- Major compliance -</b>	FGV Group developed procedure of "Menangani Aduan dan Rungutan" (Doc. No.: FGV/GSD-SCCD/SOP/010, Version 3 updated 01/06/2022).  The objectives of the procedure are to provide a channel for the internal stakeholders and external stakeholders to lodge any complains to the management. Official mechanism to handle complaints and action required taken. There are 5 stages of process for internal complaint. The time frame for investigation of the issue should be done within 14 working days.	Complied
<b>4.4.2.2</b>	The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties. <b>- Major compliance -</b>	FGVPISB Besout POM implemented Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders. Most of the complaints were about defects of housing facilities. Since the last assessment, there were several complaints from workers settlers with regards to House facilities.	Complied
<b>4.4.2.3</b>	A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints. <b>- Minor compliance -</b>	FGVPISB Besout POM implemented Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders.	Complied
<b>4.4.2.4</b>	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time. <b>- Minor compliance -</b>	Onsite interview with the internal and external stakeholders during stakeholder consultation found that they were aware of the complaint procedure, and they were briefed by the management during stakeholder meeting.	Complied

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4.4.2.5	<p>Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM using Complaints forms to record grievance and complaints from workers on living facilities maintenances and repairs. The records of complaint for the past 24 months (since Jan 2019) were available in the complaint's records book.</p>	Complied
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	<p>Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation.</p> <p><b>- Minor compliance -</b></p>	<p>FGV Group HQ has reported in Annual Integrate Report for year 2022 with their social &amp; relationship capital which consist of Sustainability Framework to manage environmental, social and governance risks and opportunities. The invested around 17.18 million in various initiatives under Corporate Social Responsibility.</p> <p>The company launched the Independent Smallholders Consultation Programme to engage with smallholders in accordance with FGV's responsible sourcing commitment.</p> <p>The company collaborated with Yayasan Didik Negara, to educate 120 primary school students on wildlife conservation.</p> <p>The company collaborated with the Malaysian Trades Union Congress and the international Labour Organization (ILO) Malaysia to raise awareness on child labour and forced labour.</p> <p>The company partnered with Project Liber8 to conduct multiple workshops with 117 students and teachers to raise awareness of child trafficking.</p> <p>Besout POM displayed advertisement to offer job to local communities at ATM Machine board, Besout 1 Estate, Besout POM's office, Besout POM's main entrance board and WhatsApp's.</p>	Complied
<b>Criterion 4.4.4: Employees safety and health</b>			

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<b>4.4.4.1</b>	An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented. <b>- Major compliance -</b>	OSH Policy (FGV/GHR/HSEQ/POL/003) Rev. 5.0 for FGV Group signed and approved by Chief Executive Officer dated 05/11/2021. The policy mentioned statement of commitment to enhance and established safe and healthy operation and workplace. Sighted another OSH Policy under FGVPISB Besout POM which signed and approved by Chief Executive Officer dated 01/01/2021.	Complied
<b>4.4.4.2</b>	The occupational safety and health plan should cover the following: a) A safety and health policy, which is communicated and implemented. b) The risk of all operations shall be assessed and documented. c) An awareness and training programme which includes the following requirements for employees exposed to chemicals used at the palm oil mill: i. All employees involved are adequately trained on safe working practices; ii. All precautions attached to products should be properly observed and applied; d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC). e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.	a) OSH Policy was communicated and displayed as observed at notice board in Office of FGVPPI Besout POM and Briefing of Policies conducted during morning muster. b) Sighted list of HIRARC approved by Mill Manager covering activities as follow. <ul style="list-style-type: none"> <li>• Electrical</li> <li>• Felsco</li> <li>• Office</li> <li>• Surau</li> <li>• Canteen</li> <li>• Lab and Despatch</li> <li>• Loading Ramp</li> <li>• Crane and Thresher</li> <li>• Sterilizer</li> <li>• Prime Mover</li> <li>• Kernel Plant and 39 others.</li> </ul> Further sampling HIRARC form established and revised dated 29/12/2022 prepared by assistant manager and approved by manager. The current risk control and proposed new control	OFI



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<p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust shall have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues that affect their business such as those related to employees' safety, health and welfare are discussed openly. Records from such meeting shall be kept and the concerns of employees and any remedial actions taken shall be recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>measure to be further review and consistent. Found Guarding and fencing of Nut Piling Drum A &amp; B not installed and risk to exposure to employees, thus OFI is raised.</p> <p>Noise Risk Assessment, Chemicals Health Risk Assessment were conducted, and recommended actions were implemented and verified. Annual Medical Surveillance was conducted for Working in Confined Space (2020) by Dr. Lee Teik Leong (HQ/12/DOC/00/279) on 31/01/2020.</p> <p>c) Chemical Handling Training conducted on 18/08/2022 and attended by 79 employees. Onsite visit to Chemical Store observed with warning signages, PPE requirements and allocation of Spill kit, fire extinguishers. All Sampled SDSs were updated and reviewed every 5 years as required. Emergency Shower and Eye Wash located inside the Chemicals Store should be relocated to a more suitable location as found the store is locked and for accessibility of others who exposed to chemicals, thus OFI is raised.</p> <p>d) Sampled PPE SOP (FPI-PK-037) dated 14/05/2022 where requirement of PPE stated as guidance. Available a list of workers that need to purchase a Safety Boots for them in 2022 covering from top management (Sr. Mill Manager till general workers). PPE Matrix for Mill Operation was established for all level of employees as found below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>PPE</th> <th>Lab</th> <th>Kernel Plant</th> <th>L. Ramp</th> <th>Boiler</th> </tr> </thead> <tbody> <tr> <td>Nitrile Glove</td> <td style="text-align: center;">*</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Leather Glove</td> <td></td> <td></td> <td style="text-align: center;">*</td> <td style="text-align: center;">*</td> </tr> <tr> <td>Face Shield</td> <td></td> <td style="text-align: center;">*</td> <td></td> <td style="text-align: center;">*</td> </tr> </tbody> </table>	PPE	Lab	Kernel Plant	L. Ramp	Boiler	Nitrile Glove	*				Leather Glove			*	*	Face Shield		*		*	
PPE	Lab	Kernel Plant	L. Ramp	Boiler																		
Nitrile Glove	*																					
Leather Glove			*	*																		
Face Shield		*		*																		

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Criterion / Indicator		Assessment Findings					Compliance	
		Face shield						
		Goggles	*					
		Lab Coat	*					
		Safety helmet		*	*			
		Topi Mengkuang			*			
		Heat Resistant						
		Safety Shoes	*		*			
		Ear plug/muff	As NRA Recommendation					
		Vest						
		<p>e) FGV Group established SOP for Chemical Handling and documented in the Safety Operating Procedure, Chemical Handling. Refer doc no. FPI-PK-036, issue no. 3 dated 14/07/2010. Chemical Handling Training was conducted on 18/08/2022 and attended by 79 employees.</p> <p>f) Available Safety and Health Committee Organization Chart for FGV PISB Besout POM where Mill Manager as Chairman together with seven (7) employer Representatives and nine (9) employee Representatives. Appointment Letter of Safety and Health Committee issued to Employer Representatives and Employee Representatives.</p> <p>g) Meeting of Safety and Health Committee was conducted four (4) times in year 2022 as Minutes of Meeting sampled. Meeting conducted on 22/02/2022, 16/06/2022, 12/09/2022, 23/12/2022. Meeting attended by Chairman, Secretary, Employer Representatives and Employees Representatives as</p>						

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Criterion / Indicator		Assessment Findings	Compliance
		<p>attendance list attached. OSH Issues were discussed and recorded as observed.</p> <p>h) Sighted the emergency procedure for the Mill. Emergency response plan available in local language (Malay and English). The ERP has been explained to all workers and staffs during training which has been conducted. Emergency response plan include the emergency contact number, and also have Guidelines on Accident, Emergency Procedures and Exit routes as well as assembly point in file and pasted on notice board and explained during Safety Briefing Video.</p> <p>i) FGVPIB Besout POM has appointed Electrical Chargemen as First Aider with Appointment Letter dated 06/01/2023. The mill has maintained First aid Boxes as record of Checklist dated 24/01/2023 inspected by first aider for Office, Workshop, Boiler and Supervisor Room.</p> <p>j) FGVPIB Besout POM management report their accident statistic of year 2022 to DOSH using JKPP 8 form dated 22/01/2023. Zero accident and occupational disease was reported. Review on minutes of Safety and Health Committee meeting, the cases are reported as agenda of discussion.</p> <p><u>Opportunity for Improvement (OFI)</u></p> <p>b) The current risk control measure to be further review and consistent for guarding and fencing of Nut Piling Drum A &amp; B and further avoid risk to exposure to employees.</p> <p>c) Emergency Shower and Eye Wash located inside the Chemicals Store to be located suitably and allowing accessibility of others who exposed to chemicals.</p>	

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.4.5:</b> Employment conditions			
<b>4.4.5.1</b>	The management shall establish a policy on good social practice regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and communicated to the employees. <b>- Major compliance -</b>	Human Rights Policy established and described in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.3 Respect for human rights) dated 29/5/2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Chairman of FGV Group. Group Sustainability Policy (FGV/SED/POL/001, Rev 3 dated 17/11/2020) for Respecting Human Rights (Clause 5.2).  Communication with the employees was done in various methods such as briefing during morning muster, display on notice boards at workers' hostel and training. Interview with workers showed that they have a good understanding on human rights.	Complied
<b>4.4.5.2</b>	The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics. <b>- Major compliance -</b>	Human Rights Policy established and maintained and addressed in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) dated 29/05/2019 (FGV/SED/POL/001 Rev 3). Policy is approved by Chairman of FGV Group. The policy describes company commitment to ensure all the employees are treated equally regardless of race, nationality religion, gender, age and other political opinions. Interview with the workers showed that no discrimination is being practiced.	Complied
<b>4.4.5.3</b>	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards as per Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage. <b>- Major compliance -</b>	FGV Group established Polisi dan Prosedur Operasi Standard Bayaran Gaji Pekerja RCMS, Ref No.: E/015/2012, Rev: 01 dated 01/09/2022.  The objective of the procedure established as 'menggariskan prosedur pelaksanaan yang jelas dan dipatuhi oleh semua pengurusan ladang FGVP. Ia bagi memastikan pekerja tempatan ladang menerima bayaran gaji perbankan (Maybank) melalui	Complied

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	<p>system RCMS SSC tanpa sebarang masalah pada setiap bulan.'</p> <p>Management has established an employment contract for its foreign workers. Pay and conditions are documented and are above the Minimum Wage Order 2022. Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sampled of the pay slips checked has confirmed that the workers were paid in accordance with Minimum Wage Order 2022.</p> <p>Working hours requirements addressed in Chapter B, Item 2.1 which was stated 'Untuk mendapatkan bayaran atau upah kerja, pekerja disyaratkan berada ditempat kerja dan melaksanakan kerja pada waktu kerja yang ditetapkan. Waktu bekerja bagi kategori Pekerja Pentadbiran Ladang, Mandor dan Pekerja operasi lading adalah 8 jam kerja sehari tidak termasuk waktu rehat yang diperuntukkan selama 1 jam. Pengurus lading dikehendaki untuk mengeluarkan waktu bekerja mengikut lading masing-masing dan dimaklumkan kepada semua pekerja.'</p> <p>Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sampled of the pay slips for the months of Aug, Oct and Dec 2021 confirmed that the workers were paid in accordance with Minimum Wage Order 2020.</p> <p>FGVPISB Besout POM workers with nine (9) sampled as follow.</p> <ol style="list-style-type: none"> <li>1. ID#1212248</li> <li>2. ID#1212247</li> <li>3. ID#1212246</li> <li>4. ID#1212344</li> </ol>	

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Criterion / Indicator		Assessment Findings	Compliance
		5. ID#1212333 6. ID#1212225 7. ID#1211424 8. ID#1212133 9. ID#1212132  Review on sampled workers' payslip, sighted the information available such as daily rate/piece rate wages, overtime, electrical & water subsidy, SOCSO contribution and deduction for EPF, SOCSO, SIP electricity and water.	
<b>4.4.5.4</b>	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.  <b>- Minor compliance -</b>	FGVPIBS Besout POM contractors engaged. The pay slips were obtained by the mill from the contractor.  Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sample of FGVPIBS Besout POM contractor: Axxx Exxx.  Document review on contractor's workers' payslip sighted information related to the paid includes Basic wages for 24 working days, public holiday leave, contribution to EPF, SOCSO and SIP.	Complied
<b>4.4.5.5</b>	The management shall establish records that provide an accurate overview of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.  <b>- Major compliance -</b>	FGVPIBS Besout POM management managed their workers recruitment and registered in the Human Resource Management System (HRMS) where personal details such as name, nationality, date of employed, job description, wage rate, date of birth, gender and entitlement of public holiday was stated in the biodata form.	Complied
<b>4.4.5.6</b>	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment	FGVPIBS Besout POM adopt FGV HQ Employment contracts issued and the copied acknowledged by the workers. The terms and conditions were clearly stated in the employment contract such as	Complied

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	contract shall be made available for each and every employee indicated in the employment records. <b>- Major compliance -</b>	annual leave entitlement, benefits and medical leave. Offer letters adopted the terms and conditions from Contract Agreement between FGV Palm Industries Sdn Bhd and Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung. The agreement validity period is from 1/1/2019 to 31/12/2021. However, this agreement still referred since there will be new Minimum Wages Order to be implement in 2022.	
<b>4.4.5.7</b>	The management shall establish a time recording system that makes working hours and overtime transparent for both the employees and employers. <b>- Major compliance -</b>	FGVPISB Besout POM are using punch card system to record workers' attendance. The time enter, break time and exit of work were also clearly stated in the punch card. Samples of employees' 'Kad Kerja' as per indicator 4.4.5.3.	Complied
<b>4.4.5.8</b>	The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable. <b>- Major compliance -</b>	FGVPISB Besout POM are using punch card system to record workers' attendance. Based on the records review of the Punch card of sampled workers it was found that the entry time and exit time which were clearly stated in the punch card, conformed to the terms and conditions stipulated in the collective agreement. The license from JTK to grant permission to work access of the limit of hours was available for reviewed.	Complied
<b>4.4.5.9</b>	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. <b>- Major compliance -</b>	Documented payslip was distributed to individual workers on the day of payment. Wages and overtime were paid according to the 'Punch Card'. Total hours of overtime and daily attendance has recorded in the timecard. The sampled workers' pay slips as per indicator 4.4.5.3.	Complied
<b>4.4.5.10</b>	Other forms of social benefits should be offered by the employer to employees, their families or community such as incentives for good	FGVPISB Besout POM management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court	Complied

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	work performance, bonus payment, support of professional development, medical care provisions and improvement of social surroundings. <b>- Minor compliance -</b>	and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be granted bonus once a year based on performance of the workers. Incentive and allowance were given to the workers as well.	
<b>4.4.5.11</b>	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities. <b>- Major compliance -</b>	<p>The workers in the mill have been provided with basic facilities such as government clinic, football field, mosque, sundry shops and other amenities such as electricity and water supply from government with subsidy from the company.</p> <p>Document review of 'Borang Pemeriksaan Perumahan Petugas, Doc. No.: FGVPI/ML/E 1.5.3/Borang 01 sighted the inspection covered all blocks include A, B, F &amp; H which conducted latest on 31/08/2022. No issue remarks in the checklist by the linesite PIC.</p> <p>Besout POM assigned staffs for linesite PIC with appointment letter as follow.</p> <ol style="list-style-type: none"> <li>1. Appointment letter Bil (90) 840A/4030/BST dated 17/01/2023</li> <li>2. Appointment letter Bil (91) 840A/4030/BST dated 17/01/2023</li> <li>3. Appointment letter Bil (92) 840A/4030/BST dated 17/01/2023</li> </ol> <p>The grass cutting done once in every 2 weeks and domestic waste collected 3 times a week.</p> <p>Document review of 'Laporan Kerosakan Rumah Kakitangan', sighted FGVPI SB Besout POM has kept report for sample as follow.</p> <ol style="list-style-type: none"> <li>1. Complainant: House No. HD3. HD4 on 05/01/2022 with issue on broken drainage, sewage dumping structure is mendap, housing wall 'reput' and to change current damage front door. Keputusan diluluskan on 05/01/2022. The completion of housing repair on 29/06/2022.</li> </ol>	Minor Non-Conformity



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Criterion / Indicator		Assessment Findings	Compliance
		<p>2. Complainant: House No.: HV4 on 20/06/2022 with issues on front and back door, jarring tingkap, tingkap and penutup/bumbung lubang udara (dapur). Keputusan diluluskan on 20/06/2022. The completion of housing repair on 12/09/2022.</p> <p><u>Minor Non-Conformity (Minor NC)</u>            Housing inspection report not sufficiently capture all potential issue which lead to inconducive conditions.            Document review of 'Borang Pemeriksaan Perumahan Petugas', Doc. No.: FGVPI/ML/E 1.5.3/Borang 01 sighted the inspection covered all housing blocks include A, B, F &amp; H which conducted latest on 31/08/2022. No issue remarks in the checklist by the housing PIC.            However, during onsite visit observed an assortment of construction debris such as unused metal zincs founded, damages garage's roof, broken culverts, blocked drainage and cleanliness.</p>	
<b>4.4.5.12</b>	<p>The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace.</p> <p><b>- Major compliance -</b></p>	<p>Human Rights Policy established and described in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/5/2019. The policy describes company is commitment to protect the rights of women on the reproductive and family planning.</p> <p>FGV Group established Procedure on 'Menangani Aduan Melalui Jawatankuasa Wanita' Doc. No.: FGV/ML-1A/L2-Pr14, Version 0 dated 01/06/2016) and Standard Operating Procedure – Gender Committee from Sustainability Compliance &amp; Certification Department Doc. No. (FGV/GSD- SCCD/SOP/07 dated 15/08/2020.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		The procedures established as guideline to the managements on maintaining to provide a system to channel the complaint regarding sexual harassment and violence. Gender committee and KKD committee was established in the mill to monitor and handle sexual harassment and violence case in the mill.	
<b>4.4.5.13</b>	The management shall respect the right of all employees to form and join trade union and allow workers' own representative(s) to facilitate collective bargain in accordance with applicable laws and regulations. Employees shall be given freedom to join trade unions relevant to the industry or organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions. <b>- Major compliance -</b>	Human Rights Policy was established and describe in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/05/2019. The policy describes company commitment to allows the employees to join any legal association and get approval from the management. Workers' Committee was established to discuss issues among the workers.	Complied
<b>4.4.5.14</b>	Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. <b>- Major compliance -</b>	Human Rights Policy was established and describe in the 'Polisi Kelestarian Kumpulan/ Group Sustainability Policy' (Clause 5.1.2 Responsible Employment) Doc. No. (FGV/SED/POL/001 Rev3) signed by Chairman of FGV Group dated 29/05/2019. The policy describes company commitment to not recruit any individual who less than 18 years old to work in plantations.  FGV Group established Procedure for 'Mengelak Penggajian Buruh Kanak-Kanak, with Doc. No.: FGV/ML-1A/L2-Pr18 Issued No.: 01 dated 01/06/2016 with objective 'menyediakan satu prosedur standard untuk panduan yang jelas di dalam pematuhan penggunaan buruh kanak-kanak dan orang muda bagi mengawal dan melindungi mereka daripad eksploitasi menurut Akta Buruh Kanak-kanak dan orang Muda pekerjaan (pindaan) 2010 dated 01/03/2011.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		Document reviewed on the list of workers confirmed that all the employees were above 18 years old.	
<b>Criterion 4.4.6: Training and competency</b>			
<b>4.4.6.1</b>	All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training. <b>- Major compliance -</b>	Document review of training records, FGVPISB Besout POM conduct training with topics to workers with evidence available as sampled follow. 1. Chemical Handling Training conducted on 18/08/2022 at Meeting Room attended by 79 workers. 2. RTE and Biodiversity Briefing conducted on 17/02/2023 attended by 35 workers. 3. Open Burning briefing conducted on 20/02/2023 attended by 43 workers. 4. Fire Fighting and Fire Drill conducted on 02/04/2022 attended by all workers, supervisors and management.	Complied
<b>4.4.6.2</b>	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. <b>- Major compliance -</b>	FGVPISB Besout POM established Training Calendar for year 2023 with Rev.02 updated on 01/01/2023. The training programmes includes categories Environmental aspect, social aspect and safety/health aspect. The plan was based on Training Needs Analysis (TNA) FY 2023 established for all level of employees from mill manager, assistant manager, supervisor, clerk, boilerman, foreman and driver.	Complied
<b>4.4.6.3</b>	A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function and responsibility in accordance to the documented training procedure.	FGVPISB Besout POM established Annual Training Programme based on TNA 2023. Training was planned and implementation was to cover all employees and contractors are well trained in their job function and responsibility in accordance with the documented training procedure.	Complied

Criterion / Indicator		Assessment Findings	Compliance
- Minor compliance -			
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			
<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	<p>An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>FGV Group established Sustainability Certification Scheme Policy with Doc. No. FGV/SED/POL/003 signed by Chief Executive Officer dated 26/01/2022.</p> <p>FGV Group established Environmental Policy with Doc. No. FGV/GHR/HSEQ/POL/004 signed by Chief Executive Officer dated 05/11/2021.</p> <p>The policy describes company to comply with all policy and internal procedure as well as the legal requirement relevant to the country where FGV in operation. The policy was communicated through training, briefing, and displayed on notice board at several placed in the palm oil mill.</p> <p><u>Major Non-Conformity (Major NC)</u></p> <p>The environmental policy is not fully implemented.</p> <p>Sighted the Environment Policy with the statement 'FGV to comply with all policy and internal procedure as well as the legal requirement relevant to the country where FGV in operation'</p> <p>During site tour at Besout POM, it was sighted that the effluent inlet flow is not in operation. This is against the requirement in the 'Syarat-Syarat Lesen Premise Kilang Minyak Kelapa Sawit' With Ref No: AS(B)A31/152/000/022 Clause 14, 'Meter kadar alir (Flowrate</p>	Major Non-Conformity

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		<p>Meter) hendaklah dipasang sebelum efluen memasuki system pengolahan dan di takat pelepasan efluen dan berfungsi’.</p> <p>Document checking verified that the management has yet to conduct the Environment Third Party Audit for the licensing year. The last third-party environment audit was conducted on 27/05/2022. This is against the statement in clause 22, where the mill must appoint the DOE’s registered third part assessor and conduct the audit two times a year.</p>	
<b>4.5.1.2</b>	<p>The environmental management plan shall cover the following:</p> <p>a) An environmental policy and objectives;</p> <p>b) The aspects and impacts analysis of all operations</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM conducted Environmental Aspect and Impact Assessment for all its’ activities in year 2022. The environmental Assessment findings are recorded in document titled Identification of Environmental Aspect and Evaluation of Significance Form. Refer to FPI/L4/OHSE 1.7 Pindaan 1 dated 24/01/2022. The Environmental Risk Assessment has covered 16 keys activities of the mill such as Main Entrance, Weighbridge, Grading, Loading ramp, Sterilizer Crane, Threshing, Press, EFB conveyor, Oil room, Oil tank CPO and etc.</p> <p>Verified continuous improvement plan related environmental matters dated 03/01/2021. Among topics discussed were:</p> <ol style="list-style-type: none"> <li>1. Control final discharge BOD under 40 ppm</li> <li>2. Making sure that the Schedule Waste disposal sis conducted below 180 days.</li> <li>3. Making sure of diesel consumption to be below 0.7 liter/mt FFB.</li> </ol>	Complied
<b>4.5.1.3</b>	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>Environmental Management Plan been documented in Identification of Environmental Aspect and Evaluation of Significance Form. Please refer to indicator 4.5.1.2.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance														
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - <b>Minor compliance</b> -	The management planned the program to promote the positive impact. The program was incorporated in into the plan as follows. 1. Control final discharge BOD under 40 ppm 2. Making sure that the Schedule Waste disposal sis conducted below 180 days. 3. Making sure of diesel consumption to be below 0.7 liter/mt FFB.	Complied														
4.5.1.5	An awareness and training programme shall be established and implemented to ensure that employees understand the policy, objectives and management plans and are working towards achieving objectives. - <b>Major compliance</b> -	FGPISB Besout POM established training plan and conducted includes topic of Environmental as refer to 4.4.6.1. Document review on sample of training records includes topics on environmental as follow. 1. RTE dan Biodiversity awareness dated 17/02/2023 2. Open burning dated 20/02/2023	Complied														
4.5.1.6	The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed. - <b>Major compliance</b> -	FGVPISB Besout POM conduct the Environment Performance Monitoring Committee Meeting (EPMCM) in year 2022 and 2023. Document review on minutes of meeting as follow. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">2022</th> </tr> </thead> <tbody> <tr> <td>1<sup>st</sup> Quarter</td> <td>22/02/2022</td> </tr> <tr> <td>2<sup>nd</sup> Quarter</td> <td>16/06/2022</td> </tr> <tr> <td>3<sup>rd</sup> Quarter</td> <td>12/09/2022</td> </tr> <tr> <td>4<sup>th</sup> Quarter</td> <td>23/12/2022</td> </tr> <tr> <th colspan="2" style="text-align: center;">2023</th> </tr> <tr> <td>1<sup>st</sup> Quarter</td> <td>20/03/2023</td> </tr> </tbody> </table>	2022		1 <sup>st</sup> Quarter	22/02/2022	2 <sup>nd</sup> Quarter	16/06/2022	3 <sup>rd</sup> Quarter	12/09/2022	4 <sup>th</sup> Quarter	23/12/2022	2023		1 <sup>st</sup> Quarter	20/03/2023	Complied
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<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>																	
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall	FGVPISB Besout POM update record of renewable energy consumption as follow.	Complied														

Criterion / Indicator		Assessment Findings				Compliance																																																											
	<p>be observed within appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity in the operations over the base period</p> <p><b>- Major compliance -</b></p>	<table border="1"> <thead> <tr> <th>Month</th> <th>Electric (MYR)</th> <th>Water (m<sup>3</sup>/mt FFB)</th> <th>Diesel (liter/mt)</th> </tr> </thead> <tbody> <tr><td>Jan 2022</td><td>90,067.70</td><td>1.18</td><td>0.77</td></tr> <tr><td>Feb 2022</td><td>70,078.00</td><td>1.17</td><td>0.74</td></tr> <tr><td>Mar 2022</td><td>85,672.89</td><td>1.14</td><td>0.81</td></tr> <tr><td>Apr 2022</td><td>95,684.30</td><td>1.16</td><td>0.94</td></tr> <tr><td>May 2022</td><td>184,834.90</td><td>1.18</td><td>0.90</td></tr> <tr><td>Jun 2022</td><td>204,497.10</td><td>1.17</td><td>1.00</td></tr> <tr><td>July 2022</td><td>104,822.75</td><td>1.19</td><td>1.01</td></tr> <tr><td>Aug 2022</td><td>111,991.90</td><td>1.21</td><td>0.79</td></tr> <tr><td>Sept 2022</td><td>100,995.65</td><td>1.19</td><td>0.86</td></tr> <tr><td>Oct 2022</td><td>103,316.20</td><td>1.22</td><td>0.41</td></tr> <tr><td>Nov 2022</td><td>82,165.80</td><td>1.18</td><td>0.49</td></tr> <tr><td>Dec 2022</td><td>94,350.40</td><td>1.22</td><td>0.55</td></tr> <tr><td>Jan 2023</td><td>79,609.55</td><td>1.58</td><td>0.54</td></tr> <tr><td>Feb 2023</td><td>50,856.35</td><td>2.53</td><td>1.24</td></tr> </tbody> </table>	Month	Electric (MYR)	Water (m <sup>3</sup> /mt FFB)	Diesel (liter/mt)	Jan 2022	90,067.70	1.18	0.77	Feb 2022	70,078.00	1.17	0.74	Mar 2022	85,672.89	1.14	0.81	Apr 2022	95,684.30	1.16	0.94	May 2022	184,834.90	1.18	0.90	Jun 2022	204,497.10	1.17	1.00	July 2022	104,822.75	1.19	1.01	Aug 2022	111,991.90	1.21	0.79	Sept 2022	100,995.65	1.19	0.86	Oct 2022	103,316.20	1.22	0.41	Nov 2022	82,165.80	1.18	0.49	Dec 2022	94,350.40	1.22	0.55	Jan 2023	79,609.55	1.58	0.54	Feb 2023	50,856.35	2.53	1.24			
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Feb 2023	50,856.35	2.53	1.24																																																														
<b>4.5.2.2</b>	<p>Palm oil millers shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations.</p> <p><b>- Major compliance -</b></p>	<p>The estimate for the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations inclusive of fuel use by contractors, including all transport and machinery operations was available in the mill budget book. Sighted the record of budgeted figure, together with the baseline value.</p>				Complied																																																											
<b>4.5.2.3</b>	<p>The use of renewable energy should be applied where possible.</p> <p><b>- Minor compliance -</b></p>	<p>FGVPISB Besout POM management implement renewable energy by installing the Gas Engine for electric generation using the methane gas from effluent pond in purpose to reduce the dependable electrical supply from TNB and genset. However, due to breakdown, the Gas Engine is not in operation.</p>				Complied																																																											

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Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.5.3:</b> Waste management and disposal			
<b>4.5.3.1</b>	<p>All waste products and sources of pollution shall be identified and documented.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM identified all waste products and source of pollutions generated from operations activities. The identification documented into Identification of Source and Type of Waste. Review on the document, sighted the waste identified as follows.</p> <ol style="list-style-type: none"> <li>1. Scheduled Waste: Mill Operation activities generated with Used PPE, Used lubricant and hydraulic oil. While from office and housing generated used/broken lamp and used electronic device.</li> <li>2. Non-schedule Waste: Mill operation activities generated with used tyre and scrap iron. While from office and housing generated with used paper, plastic, and domestic waste.</li> <li>3. Mill by-product: Mill operation activities generated with EFB, POME, Shell and Mesocarp fibre.</li> </ol>	Complied
<b>4.5.3.2</b>	<p>A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should include measure for:</p> <ol style="list-style-type: none"> <li>a) Identifying and monitoring sources of waste and pollution.</li> <li>b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.</li> </ol> <p><b>- Major compliance -</b></p>	<p>FGVPISB Besout POM established waste management plan base on the identification and source of pollutions and documented in identification of Source and Type of Waste. Waste identified as per 4.5.3.1.</p> <p>The schedule waste being maintained in the Inventory Book and Electronic Schedule Waste Information System (E-Swiss). The Waste Management Plan 2022 has been established prepared by SCCD and verified by the Assistant Engineer/Assistants/Manager.</p> <p>Interview with staffs and workers i.e. storekeepers and chemical mixer were trained, and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner.</p>	Complied



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		<p>Among the Waste Management Plan were:</p> <ol style="list-style-type: none"> <li>1. Record the generated, disposal and recyclable waste</li> <li>2. Conduct awareness training on waste management</li> <li>3. Disposal were through authorized contractor</li> </ol>													
<b>4.5.3.3</b>	<p>The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005</p> <p><b>- Major compliance -</b></p>	<p>FGV Group remain the current SOP for Waste Management with doc no. FPI/L2/QOSHE-9.0 rev. 2 dated 03/11/2017 to comply with the Environmental Quality Regulations (Scheduled Waste) 2005.</p> <p>Onsite visit to mill observed Scheduled Waste Store with proper storing scheduled waste until the disposal by DOE authorized waste disposal contractor.</p> <p>Based on document review, the management monitored the generation of scheduled waste on monthly basis. The generation of scheduled waste recorded and submitted to DOE through E-SWISS verified for year 2023.</p> <p>Sample of consignment note are as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Date</th> <th style="text-align: center;">SW Code</th> <th style="text-align: center;">Consignment Note</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">26/01/2023</td> <td style="text-align: center;">SW322</td> <td style="text-align: center;">2023020117JW5NZM</td> </tr> <tr> <td style="text-align: center;">26/01/2023</td> <td style="text-align: center;">SW305</td> <td style="text-align: center;">2023020117W2ZEYN</td> </tr> <tr> <td style="text-align: center;">26/01/2023</td> <td style="text-align: center;">SW409</td> <td style="text-align: center;">2023020118ROU9BV</td> </tr> </tbody> </table> <p><u>Major Non-Conformity (Major NC)</u></p> <p>The implementation of handling, storage and disposal of schedule waste is inefficient.</p> <p>During site tour at schedule waste store, it was found that four out of five schedule waste was not labelled. This is against the requirement of set in the procedure (Prosedur kerja Selamat</p>	Date	SW Code	Consignment Note	26/01/2023	SW322	2023020117JW5NZM	26/01/2023	SW305	2023020117W2ZEYN	26/01/2023	SW409	2023020118ROU9BV	Major Non-Conformity
Date	SW Code	Consignment Note													
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		<p>Pengendalian Bahan Buangan Berjadual, Ref No:FPI-PK-106, dated 04/04/2017) which stated that "6.1.7 All Schedule Waste must be clearly labelled in accordance with the Third Schedule Environment Quality Regulation (Schedule Waste)</p> <p>Document review regarding the inventory at mill verified that there are lapse that between the manual entry logbook compared to declared in the fifth schedule. this is against the requirement stated in reference through Environmental Quality (Schedule Waste) Regulation 2005, Clause 11. A waste generator shall keep accurate and up-to-date inventory in accordance with the Fifth Schedule of the categories and quantities of scheduled wastes being generated, treated and disposed of and of materials or product recovered from such scheduled wastes for a period up to three years from the date the scheduled wastes was generated.</p> <p>The Minor NC (2164249-202202-N1) was raised in previous assessment, it was noted that the Corrective Action were found to be ineffective, thus the Minor NC is escalated to Major NC</p> <p>Consignment Note for disposing of Schedule Waste was available.</p>	
<b>4.5.3.4</b>	<p>Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourse.</p> <p><b>- Minor compliance -</b></p>	<p>Domestic waste at Linesite of FGVPISB Besout POM was handle by contractors Koperasi Pekerja-Pekerja Felde Palm and send to the Majlis Perbandaran Tapah Centre Bin. No changes from previous audit.</p>	Complied
<b>Criterion 4.5.4:</b> Reduction of pollution and emission including greenhouse gas			
<b>4.5.4.1</b>	<p>An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, particulate and soot emissions, scheduled wastes, solid wastes and effluent.</p>	<p>FGVPISB Besout POM conduct assessment of all polluting activities through environmental aspect and impact assessment which</p>	OFI

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	<p><b>- Major compliance -</b></p>	<p>includes the greenhouse gas emissions, stack emission, scheduled wastes, solid wastes and effluent.</p> <p>Review on the Monitoring plan established is based on Environment Aspect and Impact assessment. The DOE license compliance schedule includes scheduled waste storage and disposal record, POME final discharge BOD and boiler stack sampling.</p> <p>The consumption of diesel was verified through the mill:</p> <ol style="list-style-type: none"> <li>1. FFB record book</li> <li>2. Stock book</li> <li>3. Monthly stock issue</li> <li>4. Stock requisition note</li> <li>5. Mill Month End Production Report</li> <li>6. Monthly production report</li> <li>7. Flowmeter &amp; running hours record book</li> <li>8. Bio-gas generation daily monitoring log sheet</li> </ol> <p>Effluent analysis report Based on the verification of records; all the sampled issuance was traceable. Refer the Lab Test Report Analysis Certificate No.666/2023 dated 21/02/2023 includes with pH, SS, VSS, SV30, SVI, OUR and SOUR.</p> <p><u>Opportunity for Improvement (OFI)</u></p> <p>The mill to improve on the handling of EFB Leachate to prevent the leachate from overflowing to monsoon drain during the absence of the operator.</p>	
<b>4.5.4.2</b>	An action plan to reduce identified significant pollutants and	FGVPISB Besout POM established Management Action Plan 2023 is used to identify the waste products and sources of pollution – is in	Complied

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	emissions shall be established and implemented. <b>- Major compliance -</b>	place and is being reviewed and implemented accordingly. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored. Effluent Analysis conducted by accredited laboratory and submitted to DOE every 3 months through OER (Online Environmental Report) and in compliance.																
<b>4.5.4.3</b>	Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations. <b>- Major compliance -</b>	FGVPISB Besout POM effluent is treated through biological anaerobic treatment. Regular monitoring was conducted as per requirement. Monthly and quarterly report was submitted to DOE accordingly. Monthly analysis was done for final discharge point. Refer the Lab Test Report Analysis Certificate sighted the parameter includes with pH, SS, VSS, SV30, SVI, OUR and SOUR. Latest analysis report for March 2023, February 2023 and January 2023 were verified as follows: <table border="1"> <thead> <tr> <th>Report Date</th> <th>Report No.</th> <th>BOD(Limit=100mg/L)</th> </tr> </thead> <tbody> <tr> <td>20/03/2023</td> <td>1110/2023</td> <td>28</td> </tr> <tr> <td>21/02/2022</td> <td>668/2023</td> <td>35</td> </tr> <tr> <td>07/02/2023</td> <td>438/2023</td> <td>26</td> </tr> <tr> <td>18/01/2023</td> <td>172/2023</td> <td>26</td> </tr> </tbody> </table>	Report Date	Report No.	BOD(Limit=100mg/L)	20/03/2023	1110/2023	28	21/02/2022	668/2023	35	07/02/2023	438/2023	26	18/01/2023	172/2023	26	Complied
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<b>Criterion 4.5.5: Natural water resources</b>																		
<b>4.5.5.1</b>	The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: a) Assessment of water usage and sources.	a. The mill has established water management plan documented in Water Management Plan 2023. The plan was reviewed on annually basis. The plan focusing on monitoring of water quality of main water inlet and outlet for pollutants from mill's operations, monitor the quality of water for domestic usage and monitor the usage of treated water and monitor usage by	OFI															

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<p>b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities.</p> <p>c) Ways to optimize water and nutrient usage and reduce wastage (<i>e.g.</i> having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).</p> <p><b>- Major compliance -</b></p>	<p>flowmeter. The management has listed the usage of water towards mill operation, which were targeted to achieved below 1.2m<sup>3</sup> of water per FFB process. Reviewed the implementation of the management plan as follows:</p> <p>b. The mill conducted water sampling for river water at sampling point agreed by DOE as per compliance schedule requirement on monthly basis and reported to DOE. Reviewed the water sampling records</p> <table border="1" data-bbox="1128 703 1865 1002"> <thead> <tr> <th>Date</th> <th>Test Report No</th> <th>Result</th> </tr> </thead> <tbody> <tr> <td>20/03/2023</td> <td>1111/2023</td> <td>Hulu Anak Sungai Bernama – BOD 15 Hili Anak Sungai Bernama – BOD -13</td> </tr> <tr> <td>21/02/2023</td> <td>670/2023</td> <td>Hulu Anak Sungai Bernama – BOD 5 Hili Anak Sungai Bernama – BOD -5</td> </tr> </tbody> </table> <p>The mill monitors the water consumption per FFB process on monthly basis. reviewed the records as listed at 4.5.2.1</p> <p>c. Mill have conducted briefing on saving the water during the MSPO/RSPO/SCCS training, and during morning briefing.</p> <p><u>Opportunity for Improvement (OFI)</u></p> <p>The mill to improve on water management plan by including all point of water usage and plan accordingly in reducing the water consumption at each point.</p>	Date	Test Report No	Result	20/03/2023	1111/2023	Hulu Anak Sungai Bernama – BOD 15 Hili Anak Sungai Bernama – BOD -13	21/02/2023	670/2023	Hulu Anak Sungai Bernama – BOD 5 Hili Anak Sungai Bernama – BOD -5	
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Criterion / Indicator		Assessment Findings	Compliance
4.5.5.2	Where open discharge of POME into water course is practiced, mills should undertake to gradually phase it out in accordance to the applicable state or national regulations. <b>- Major compliance -</b>	Treated POME discharge was regularly monitored as prescribed under Compliance Schedule License no. 004230. Limit of Biochemical Oxygen Demand (BOD) discharge is at 100 mg/l as per the Jadual Kedua, Peraturan Peraturan Kualiti Alam Sekeliling (Premis Yang Ditetapkan) (Minyak Kelapa Sawit Mentah) 1977 for water ways discharge. Regular monitoring was done on monthly basis and every quarterly via Quarterly return form to DOE for compliance. The effluent analysis confirms with condition prescribed under Compliance Schedule.	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Mill Management</b>			
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. <b>- Major compliance -</b>	In FGV PISB Besout POM sighted Operational Manual Rev.14, dated 23/07/12, established, documented, approved by General Manager PSQM of Felda Palm Industries Sdn. Bhd. Also available Operational Manual List with 141 titles of operational manuals. Among updated sampled included: 1. Elevator Nut Operation (FPI/L3/08-05) Rev.01 dated 26/02/2016 2. Security Control (FPI/L3/1-02) Rev.02 3. Handling EFB Hopper (FPI/L3/6-02) Rev.1 4. Oil Tank Operation (FPI/L3/10-2) Rev.0 5. Booster Pump Operation (FPI/L3/12-07) Rev.0 6. Boiler Operation (FPI/L3/12-17) Rev.0	Complied

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		<p>FGV Group mechanism to monitor the implementation of their procedure by Mill Quality Control Unit and Audit on compliance to SOP (P&amp;D). The visit conducted on annually basis.</p> <p>SOPs established and documented and implemented by FGVPISB as listed in the Masterlist (Safety and Health) dated 14/05/2022 Rev.00 such as:</p> <ol style="list-style-type: none"> <li>1. FPI-PK-001 General Safety Regulations</li> <li>2. FPI-PK-002 Main Gate Control</li> <li>3. FPI-PK-003 Administration, Weight Bridge Operation</li> <li>4. PFIIPK-004 (A) FFB Receiving and Grading</li> <li>5. FPK-PK-004 (B) Loading Ramp Operation</li> <li>6. FPI-PK-005 Marshalling Yard Operation</li> <li>7. FPI-PK-006 Sterilizer Station Operation</li> <li>8. FPI-PK-007 Crane Operation and last one FPI-PK-99 Rolek Machine Operation.</li> </ol>	
<b>4.6.1.2</b>	All palm oil mills shall implement best practices. <b>- Major compliance -</b>	FGVPISB Besout POM is operating in accordance to Scheduled of Compliance [Jadual Pematuhan] – as License of Crude Palm Oil operation under Jabatan Alam Sekitar Perak and all the Standard Operating Procedures. The mill is implementing 5’S system where visual display and good housekeeping arrangement sighted particularly for filling and office layout.	Complied
<b>Criterion 4.6.2: Economic and financial viability plan</b>			
<b>4.6.2.1</b>	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.	The annual business plan 2023-2027 is available. The document is in the form of annual budget and the projection for 6 years prepared as guidance for future planning. The business plan	Complied

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Criterion / Indicator		Assessment Findings	Compliance																		
	- Major compliance -	contains FFB processed, production of CPO & CPK. The Component of operating expenditure among others includes: 1. Process labour, 2. Maintenance external, maintenance parts, 3. Consumable, EVIT, 4. Admin cost, 5. Labour overhead. Estimation of General and Nett Income clearly forecasted as seen with estimation of FFB pricing.																			
<b>Criterion 4.6.3: Transparent and fair price dealing</b>																					
<b>4.6.3.1</b>	Pricing mechanisms for the products and other services shall be documented and effectively implemented. - Major compliance -	FGVPISB Besout POM having a price mechanism developed for FFB sell the POM. All the rate and pricing mechanism have been clearly stated in the agreement. Payments are processed and paid by the mill. The basic daily pricing of FFB for 1% calculated using a formula. Peninsular Malaysia <table border="1"> <tr> <td>A: CPO Price (RM/MT)</td> <td>Daily MPOB CPO Price</td> </tr> <tr> <td>B: PK Price (RM/MT)</td> <td>Daily MPOB PK Price</td> </tr> <tr> <td>C: OER CPO (%)</td> <td>20.00</td> </tr> <tr> <td>D: OER PK (%)</td> <td>5.00</td> </tr> <tr> <td>E: Cess MPOB (RM/MT)</td> <td>16.00</td> </tr> <tr> <td>F: Government tax (%)</td> <td>-</td> </tr> <tr> <td>G: Transportation Cost CPO (RM/MT)</td> <td>40.00</td> </tr> <tr> <td>H: Storage Cost CPO (RM/MT)</td> <td>5.00</td> </tr> <tr> <td>I: Transportation Cost PK (RM/MT)</td> <td>-</td> </tr> </table>	A: CPO Price (RM/MT)	Daily MPOB CPO Price	B: PK Price (RM/MT)	Daily MPOB PK Price	C: OER CPO (%)	20.00	D: OER PK (%)	5.00	E: Cess MPOB (RM/MT)	16.00	F: Government tax (%)	-	G: Transportation Cost CPO (RM/MT)	40.00	H: Storage Cost CPO (RM/MT)	5.00	I: Transportation Cost PK (RM/MT)	-	Complied
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Criterion / Indicator		Assessment Findings		Compliance
		J: Processing Charge (RM/MT)	56.00	
		K: Support Charges (RM/MT)	0.50	
		Final FFB Price/MT = Daily Price of FFB for 1% X OER % Where, OER% = CPO OER Grading – Penalty		
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. <b>- Major compliance -</b>	Sampled of the payment records of FFB suppliers/ contractor of FGVISB Besout POM and found fair and agreed by both parties as signature and name of each representatives sighted.		Complied
<b>Criterion 4.6.4: Contractor</b>				
4.6.4.1	In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information. <b>- Major compliance -</b>	The management of FGVISB Besout POM, has accepted MSPO approved auditors (internal and external) to verify the assessments through a physical inspection.		Complied
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor. <b>- Major compliance -</b>	The appointed contractors Axxxx Exxxx have signed on the Surat Perintah Kerja (work order) prior to provide services. Seen the contract agreement and details as refer to Criterion 4.6.3.1. Besides, the contractor has acknowledged on the approval for the auditor to be inspected if necessary.		Complied
4.6.4.3	The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required. <b>- Minor compliance -</b>	The management of FGVIP Besout POM, has accepted MSPO approved auditors (internal and external) to verify the assessments through a physical inspection.		Complied



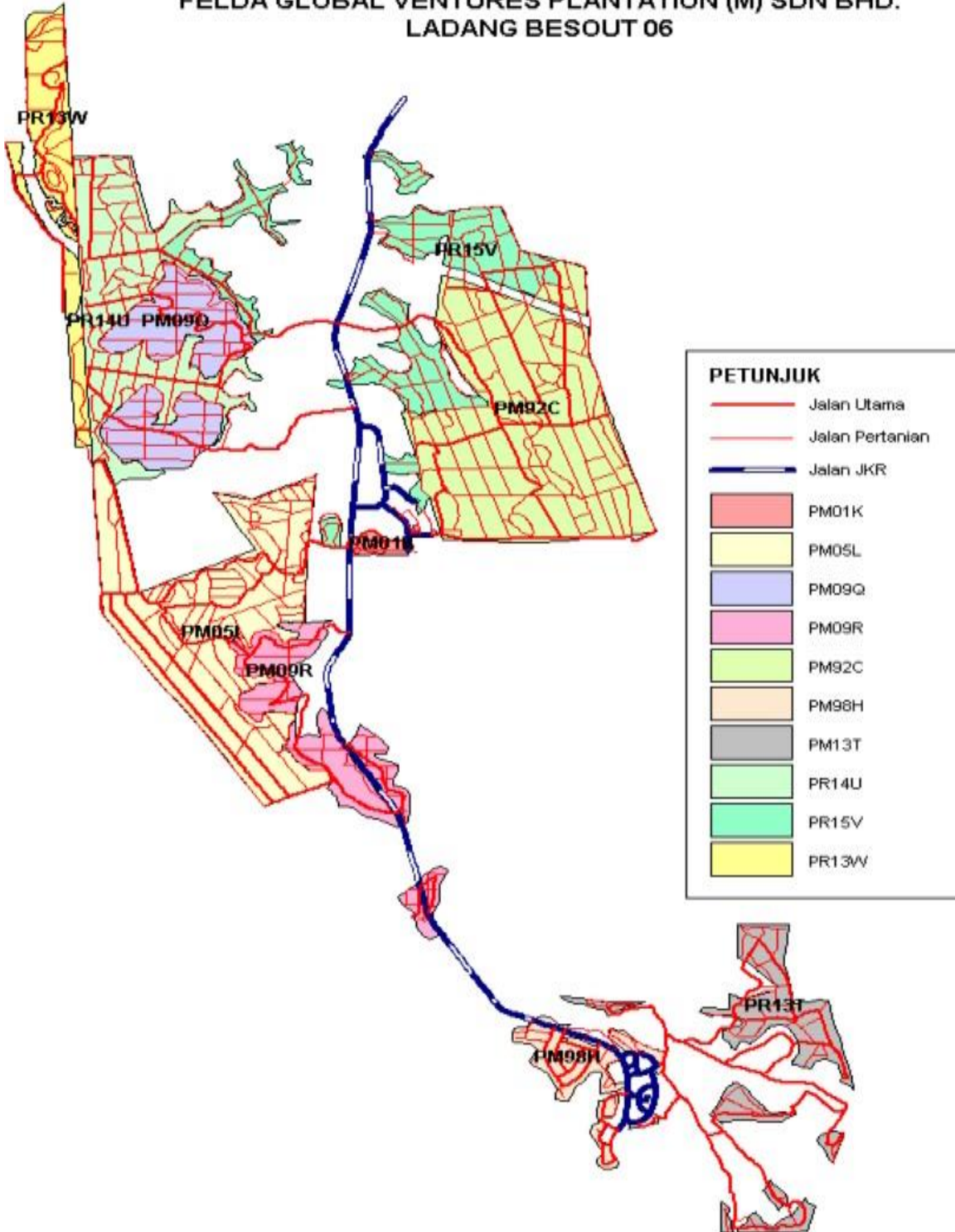
**Appendix C: Location and Field Map**

**Besout POM**

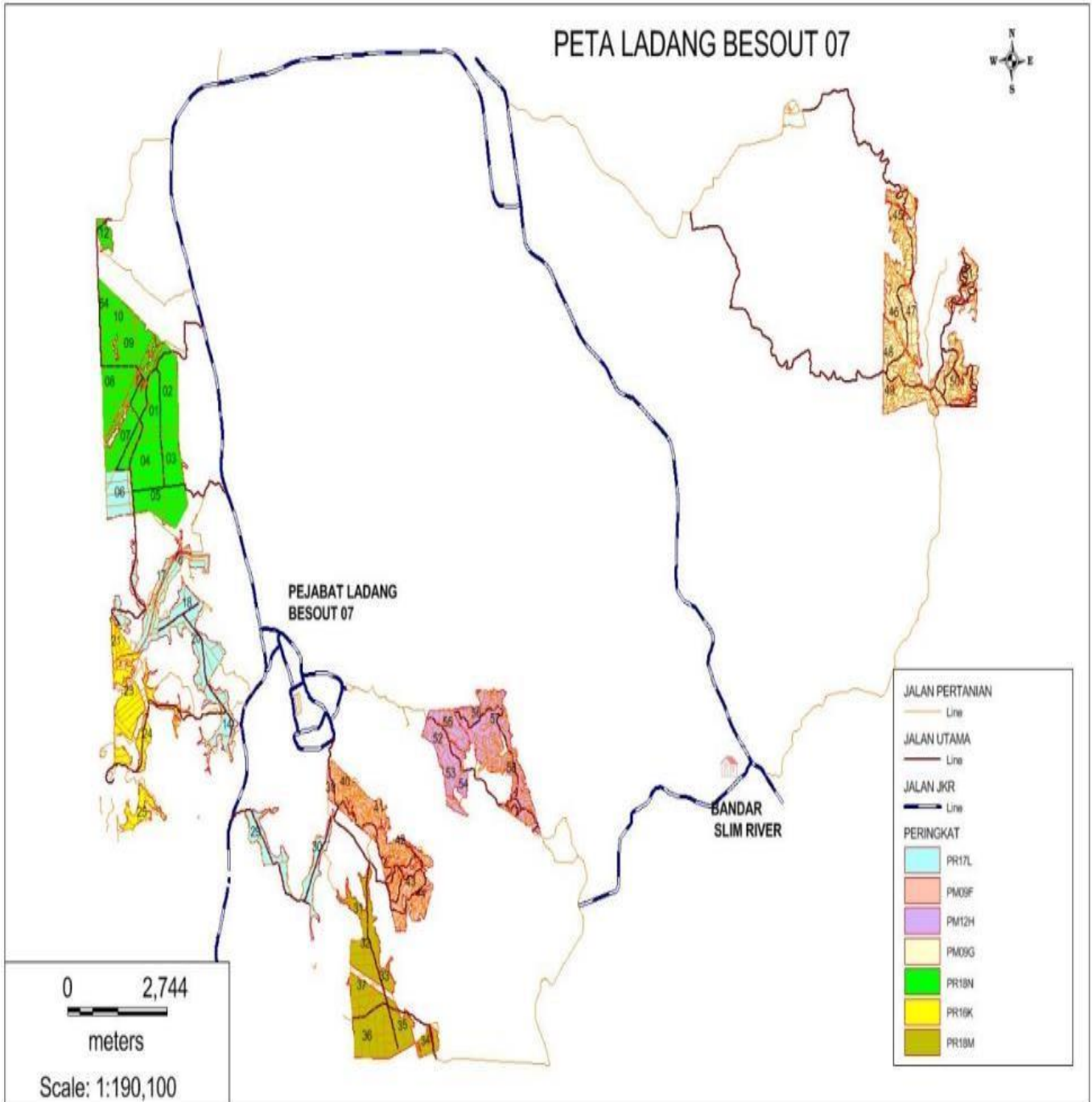


**Besout 6 Estate**

**FELDA GLOBAL VENTURES PLANTATION (M) SDN BHD.  
LADANG BESOUT 06**



**Besout 7 Estate**



## Appendix D: List of Abbreviations

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MSPO	Malaysian Sustainable Palm Oil
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RTE	Rare, Threatened or Endangered species
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
FGV	Felda Global Ventures
FGVHB	FGV Holdings Berhad
FGVPM	FGV Plantations (Malaysia) Sdn Bhd
FGVPISB	FGV Palm Industries Sdn Bhd