

**RSPO PRINCIPLE AND CRITERIA –  
ANNUAL SURVEILLANCE ASSESSMENT 1.4  
Public Summary Report**

<b>Client Company name (Parent Company): PT Inti Indosawit Subur</b>
Client company Address: <b>Jl. MH. Thamrin No.31 Jakarta 10330 Indonesia</b>
Certification Unit: <b>PT Inti Indosawit Subur – Buatan II Palm Oil Mill</b>
Location of Certification Unit: <b>Delik &amp; Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province, Indonesia</b>

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## Section 1: Scope of the Certification Assessment

1. Company Details			
<b>RSPO Membership Number</b>	1-0022-06-000-00	<b>Membership Approval Date</b>	6 February 2006
<b>Parent Company Name</b>	PT Inti Indosawit Subur		
<b>Address</b>	Head Office: Jl. MH. Thamrin No.31 Jakarta 10230, Indonesia		
<b>Subsidiary (Certification Unit Name)</b>	PT Inti Indosawit Subur – Buatan I Palm Oil Mill		
<b>Address</b>	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province, Indonesia		
<b>Contact Name</b>	Mr. Ivan Novrizaldie		
<b>Website</b>	<a href="http://www.asianagri.co.id">www.asianagri.co.id</a>	<b>E-mail</b>	<a href="mailto:ivan_novrizaldie@asianagri.com">ivan_novrizaldie@asianagri.com</a>
<b>Telephone</b>	+62 21 230 1119	<b>Facsimile</b>	+62 21 230 1120

2. Certification Information			
<b>Certificate Number</b>	<b>RSPO 638947</b>	<b>Date of First Certification</b>	16/09/2010
		<b>Certificate Start Date</b>	16/09/2015
		<b>Certificate Expiry Date</b>	15/09/2020
<b>Scope of Certification</b>	Production of CPO and PK at Buatan II POM with 1 estates as supply base, namely Buatan Estate (Division IV, V and VI) and Smallholder Scheme 9 KUD (KUD Mulus Rahayu, KUD Bhirawa Bhakti, KUD Tani Rukun, KUD Kebun Sawit Harapan, KUD Buatan Jaya, KUD Mitra Usaha, KUD Makarti Sawit, KUD Bina Mulia, KUD Delima Sakti) Mill capacity of Buatan II POM is 65 tonnes FFB/hour.  <i>*note: Buatan Estate (Division IV, V and VI) and starting 1 Jan 2019 changes name to Simpang Perak Estate)</i>		
<b>Applicable Standards</b>	RSPO P&C Indonesia National Interpretation, September 2016; RSPO Supply Chain Certification Standard 2017 (CPO Mill – Module E).		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
<b>ID05/65250</b>	ISO 14001:2015	SGS	10 June 2020
<b>EU-ISCC-Cert-DE100-20412019</b>	ISCC	SGS	1 Feb 2020
<b>SGS-ID-ISPO-0032</b>	ISPO	SGS	20 Mar 2024

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Buatan II Palm Oil Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	00° 27' 36.0" N	101° 52' 02.5"E
Simpang Perak Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	00° 25' 46" N -00° 30' 37" N	101° 49' 06" E - 101° 53' 05" E
KUD Mulus Rahayu	Delima Jaya Village, Kerinci Kanan District,	00° 30' 37.6" N	101° 49' 27.4" E

	Siak Regency, Riau Province		
KUD Bhirawa Bhakti	Buana Bhakti Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 31' 20.1" N	101° 47' 24.7" E
KUD Tani Rukun	Simpang Perak Jaya Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 27' 03.2" N	101° 54' 03.2 E
KUD Kebun Sawit Harapan	Gabung Makmur Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 29' 10.9" N	101° 54' 36.7" E
KUD Buatan Jaya	Jatimulya Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 31' 06.8" N	101° 53' 53" E
KUD Mitra Usaha	Buatan Baru Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 32' 02.1" N	101° 52' 56.1" E
KUD Makarti Sawit	Buana Makmur Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 37' 13.7" N	101° 51' 56.6" E
KUD Bina Mulia	Suka Mulia Village, Kerinci Kanan District, Siak Regency, Riau Province	00° 35' 08.0" N	101° 55' 25.6" E
KUD Delima Sakti	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau Province.	00° 27' 52.8" N	101° 57' 29.4" E

*\*note: Buatan Estate (Division IV, V and VI) and starting 1 Jan 2019 changes name to Simpang Perak Estate)*

## 5. Description of Supply Base

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Simpang Perak Estate	3,506	35.4	98.6	3,640	96.32
KUD Mulus Rahayu	702	0	0	702	100
KUD Bhirawa Bhakti	984	0	0	984	100
KUD Tani Rukun	962	0	0	962	100
KUD Kebun Sawit Harapan	800	0	0	800	100
KUD Buatan Jaya	860	0	0	860	100
KUD Mitra Usaha	1,200	0	0	1,200	100
KUD Makarti Sawit	800	0	0	800	100
KUD Bina Mulia	872	0	0	872	100
KUD Delima Sakti	1,490	0	0	1,490	100
<b>Total</b>	<b>12,176</b>	<b>35.4</b>	<b>98.6</b>	<b>12,310</b>	<b>99.35</b>

*\*note: Buatan Estate (Division IV, V and VI) and starting 1 Jan 2019 changes name to Simpang Perak Estate)*

## 6. Plantings & Cycle

Estate	Age (Years)					Mature**	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Simpang Perak Estate	1,133	378	-	424	1,571	1,949	1,133
KUD Mulus Rahayu	310	-	-	4	388	392	310
KUD Bhirawa Bhakti	-	-	-	-	984	984	0
KUD Tani Rukun	-	-	-	462	500	962	-
KUD Kebun Sawit Harapan	-	-	-	344	456	800	-
KUD Buatan Jaya	-	-	-	200	660	860	-
KUD Mitra Usaha	-	-	-	100	1,100	1,200	-
KUD Makarti Sawit	-	-	-	800	-	800	-

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KUD Bina Mulia	-	-	-	872	-	872	-
KUD Delima Sakti	-	-	1,373	117	-	1,490	-
<b>Total (ha)</b>	<b>1,443</b>	<b>378</b>	<b>1,373</b>	<b>3,323</b>	<b>5,659</b>	<b>10,309</b>	<b>1,443</b>

**Note:**

\* Planting age 0-3 and 4-10 are replanting.

\*\*Only Mature area is considered as production area

\*\*\**Buatan Estate (Division IV, V and VI) and starting 1 Jan 2019 changes name to Simpang Perak Estate*

<b>7. Certified Tonnage of FFB (Own Certified Scope)</b>			
<b>Estate</b>	<b>Tonnage / year</b>		
	<b>Estimated (Aug 2018 – July 2019)</b>	<b>Actual (Aug 2018 – July 2019)</b>	<b>Forecast (Aug 2019 – July 2020)</b>
Simpang Perak Estate	47,504	57,461	53,652
KUD Mulus Rahayu	3,284	760	4,138
KUD Bhirawa Bhakti	18,009	25,099	19,906
KUD Tani Rukun	19,677	19,566	17,600
KUD Kebun Sawit Harapan	16,603	19,535	15,424
KUD Buatan Jaya	18,495	13,467	15,924
KUD Mitra Usaha	29,149	27,713	26,986
KUD Makarti Sawit	14,986	15,455	14,536
KUD Bina Mulia	16,100	14,124	14,669
KUD Delima Sakti	30,618	27,884	28,689
<b>Total</b>	<b>214,425</b>	<b>221,064</b>	<b>211,524</b>

**Note:**

\*note: *Buatan Estate (Division IV, V and VI) and starting 1 Jan 2019 changes name to Simpang Perak Estate*

<b>8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *</b>			
<b>Estate</b>	<b>Tonnage / year</b>		
	<b>Estimated (Sept 2018 – Aug 2019)</b>	<b>Actual (Aug 2018 – July 2019)</b>	<b>Forecast (Aug 2019 – July 2020)</b>
N/A	N/A		N/A
<b>Total</b>			

**Note:**

<b>9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable</b>			
<b>Independent FFB Supplier</b>	<b>Tonnage / year</b>		
	<b>Estimated (Sept 2018 – Aug 2019)</b>	<b>Actual (Aug 2018 – July 2019)</b>	<b>Forecast (Aug 2019 – July 2020)</b>
Third-party FFB suppliers	105,360	94,100	119,813
<b>Total</b>	<b>105,360</b>	<b>94,100</b>	<b>119,813</b>

**Note:**

<b>10. Certified Tonnage</b>			
<b>Mill Capacity:</b>	<b>Estimated</b>	<b>Actual</b>	<b>Forecast</b>

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65 MT/hr  SCC Model: MB	<i>(August 2018 – July 2019)</i>	<i>(Aug 2018 – July 2019)</i>	<i>(Aug 2019 – July 2020)</i>
	FFB	FFB	FFB
	214,425	221,063	211,524
	CPO (OER:19.58%)	CPO (OER:19.06%)	CPO (OER:19.37%)
	41,975	42,147	40,979
PK (KER:5.30%)	PK (KER:5.18%)	PK (KER:5.30%)	
	11,369	11,453	11,215
<b>Note:</b>			

11. Actual Sold Volume (CPO)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	3,037.83	34,150	0	0	37,187.83

12. Actual Sold Volume (PK)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	10,812.40	0	0	0	10,812.4

13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	Nil	Nil
IS-CSPKO	Nil	Nil
IS-CSPKE	Nil	Nil

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn Bhd,  
(ASI Accreditation Number: ASI-ACC-067)  
Suite 29.01 Level 29 The Gardens North Tower,  
Mid Valley City Lingkaran Syed Putra,  
59200 Kuala Lumpur  
Tel +603 2242 4211 Fax +603 2242 4218  
Nicholas Cheong: [Nicholas.Cheong@bsigroup.com](mailto:Nicholas.Cheong@bsigroup.com)  
[www.bsigroup.com](http://www.bsigroup.com)

BSI is a leading global provider of management systems assessment and certification, with more than 80,000 certified locations and clients in over 180 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Jakarta and Australia which involve in RSPO Certification Program.

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site initial assessment was conducted from 5<sup>th</sup> to 10<sup>th</sup> July 2019. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The Major NC close out on-site assessment was conducted on 30<sup>th</sup> August 2019. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criteria Indonesia National Interpretation September 2016 and RSPO Supply Chain Certification Standard 2017 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 approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base.

- The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula  $N = (0.8\sqrt{y}) \times (z)$  where y is the number of estates and where z is the multiplier defined by risk assessment
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula  $(0.8\sqrt{y}) \times (z)$ ; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each

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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 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

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

For Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification Reviewer prior to certification decision by BSI.

For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

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

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 4)</b>	<b>Year 5 (ASA 5)</b>
Buatan II Palm Oil Mill	v	v	v	v	v
Buatan Estate (Div. IV, V and VI)	v	v	v	v	v
KUD Mulus Rahayu	v			v	
KUD Bhirawa Bhakti		v			
KUD Tani Rukun				v	v
KUD Kebun Sawit Harapan		v	v		
KUD Buatan Jaya			v		
KUD Mitra Usaha					
KUD Makarti Sawit	v			v	
KUD Bina Mulia		v			v
KUD Delima Sakti	v	v	v	v	v

**Tentative Date of Next Visit: August 17, 2020 - August 22, 2020**

**Total No. of Mandays: 26**

**2.2 BSI Assessment Team:**

<b>Team Member Name</b>	<b>Role</b> <i>(Team Leader or Team member)</i>	<b>Qualifications</b> <i>(Short description of the team members)</i>
Imam Fakhrurozi (IF)	Team Leader	Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years working experience related to oil palm industry, as a sustainability and HSE officer in oil palm Plantation Company in Indonesia. Imam has completed a number of relevant trainings, the training includes ISO 9001:2008 and EMS 14001:2004 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed course. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015. During this assessment, he assessed on the aspects of mill and estate best practices, environment and OHS.
Eko Purwanto (EP)	Team Member	He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has been trained for lead auditor of RSPO P&C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery. During this assessment, he assessed on the aspects of Best management practice in palm oil mill and estate, Occupational Health and Safety Management System.
Pratama A. Sedayu (PS)	Team Member	He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor Endorsed Course and RSPO P&C and RSPO SCCS Lead Auditor Endorsed Courses. During this assessment, he assessed on the aspects of estate best practices, environment, OHS, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of RSPO SCCS for CPO Mill, Environmental aspect-impacts, Occupational Health and Safety, internal stakeholder consultation.
Yudwi Wisnu Rahmanro (YR)	Team Member	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification

		<p>schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this assessment, he assessed on the aspects of Legal, Environmental aspect-impacts, Occupational Health and Safety, internal stakeholder consultation.</p>
Mujinus Jalaraya (MJ)	Team Member	<p>He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He have a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 - 2012 and as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014. He involved in RSPO certification since 2014 as a team member subsequently as a Lead Auditor. He has completed the training, such as: Lead Auditor ISO 9001: 2008 course, Lead Auditor ISPO course, Lead Auditor RSPO endorsed course, RSPO SCCS Lead Auditor endorsed course, HCV Identification and management, Internal Auditor ISO 14001: 2004 Training, Training for Trainers, OHS Expert Training, etc. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of Conservation, Environmental aspect-impacts, Occupational Health and Safety, internal stakeholder consultation.</p>
Edy Widodo (EW)	Team Member	<p>Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation, and also the processing industry and agricultural mechanization. He is also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 &amp; Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&amp;C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of social and labor and stakeholder consultation.</p>

**Accompanying Persons: Nil**

**2.3 Assessment Plan**

The Assessment plan was sent to the client prior to the assessment (attached assessment plan).

Date	Time	Subjects	IF	EP	PS	YR	MJ	EW
			PRSO-LA	PRSO-EMS,SA	PRSO-EMS-SC	PRSO-OHS,SA	PRSO-EMS,OH HS, SA	PRSO-EMS,OH S, SA
Friday, 05/07/2019	08.00 – 08.30	<b>Opening Meeting</b> - Presentation by client (Overview of PT Inti Indosawit Subur – Buatan II Palm Oil Mill and its supply base); - Presentation by BSI team (Objective, scope, audit plan, etc.)	√	√	√	√	√	√
	08.30 – 12.00	Field observation to <b>Buatan Estate:</b> - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) - Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) - Implementation of Occupational Health & Safety Aspect - Implementation of Legal Aspect (Land Ownership, Legal Boundaries, Land Occupied) - Observation of Workers Facilities (Housing complex, School, Worship Place, etc.).		√			√	√
	08.30 – 12.00	Field observation to <b>Buatan II POM:</b> - Implementation of Mill Processing Aspect (FFB Receiving, FFB Sorting, Processing Activity) - Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, Processing Activities) - Implementation of Environmental and Waste Management Aspect (POME Pond, Empty Bunch Area, Reservoir/Intake Point, Biogas Plant – if any) - Consultation with internal stakeholders (labor union and gender committee) and local contractor for Mill and Estate.	√			√		

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			PRSO-LA	PRSO-EMS,SA	PRSO-EMS-SC	PRSO-OHS,SA	PRSO-EMS,OH,SA	PRSO-EMS,OH,SA
	08.30 – 12.00	<b>Buatan II POM:</b> RSPO Supply Chain verification (Weighbridge, Dispatch CPO & PK, Data Record)			√			
	12.00 – 14.00	Break/Lunch	√	√	√	√	√	√
	14.00 – 17.00	Document Review in <b>Buatan II POM and Buatan Estate:</b> Best management practices Mill and Estate, OHS, EMS, Social and Labour, RSPO Supply Chain, Continual improvement, etc.	√	√	√	√	√	√
Saturday, 06/07/2019	08.00 – 12.00	Document Review in <b>Buatan II POM and Buatan Estate:</b> Best management practices Mill and Estate, OHS, EMS, Social and Labour, RSPO Supply Chain, Continual improvement, etc.	√	√	√	√	√	√
Sunday, 07/07/2019		Stay in site	√	√	√	√	√	√
Monday, 08/07/2019	08.00 – 12.00	Field observation to <b>KUD Mitra Usaha</b> (Scheme Smallholders): Implementation of Agronomy Aspect, Environmental, Conservation, Occupational Health & Safety Aspect, Legal Aspect (Land Ownership, Legal Boundaries).					√	√
		Interview with Stakeholders (statutory bodies): - Environmental Agency of Pelalawan Regency - Labour Agency (Disnakertrans) of Pelalawan Regency - National Land Agency (Kantor Pertanahan) of Pelalawan Regency - Plantation Agency (Disbun) of Pelalawan Regency - Consultation with internal stakeholders (village head, cooperative management), local contractor and local NGO's (if any)				√		
		Field observation to <b>KUD Tani Rukun</b> (Scheme Smallholders): Implementation of Agronomy Aspect, Environmental, Conservation, Occupational Health & Safety Aspect, Legal Aspect (Land Ownership, Legal Boundaries).	√	√	√			
	12.00 – 14.00	Break/Lunch	√	√	√	√	√	√

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Date	Time	Subjects	IF	EP	PS	YR	MJ	EW
			PRSO-LA	PRSO-EMS,SA	PRSO-EMS-SC	PRSO-OHS,SA	PRSO-EMS,OHS, SA	PRSO-EMS,OH S, SA
	14.00 – 17.00	Document Review in Scheme Smallholder – <b>KUD Mitra Usaha and KUD Tani Rukun:</b> Best management practices, OHS, EMS, Social and Labour, Continual improvement, etc.	√	√	√	√	√	√
Tuesday, 08/07/2019	08.00 – 12.00	Field observation to <b>KUD Bina Mulia</b> (Scheme Smallholders): Implementation of Agronomy Aspect, Environmental, Conservation, Occupational Health & Safety Aspect, Legal Aspect (Land Ownership, Legal Boundaries).				√	√	√
		Field observation to <b>KUD Delima Sakti (KKPA):</b> Implementation of Agronomy Aspect, Environmental, Conservation, Occupational Health & Safety Aspect, Legal Aspect (Land Ownership, Legal Boundaries).	√	√	√			
	12.00 – 14.00	Break/Lunch	√	√	√	√	√	√
	14.00 – 17.00	Document Review in Scheme Smallholder – <b>KUD Bina Mulia and KUD Delima Sakti (KKPA):</b> Best management practices, OHS, EMS, Social and Labour, Continual improvement, etc.	√	√	√	√	√	√
Wednesday 10/07/2019	08.0 – 12.00	<b>Document Review:</b> - Buatan Scheme Smallholder: KUD Mitra Usaha, KUD Tani Rukun, KUD Bina Mulia, KUD Delima Sakti (KKPA) - Buatan II POM and Buatan Estate	√	√	√	√	√	√
	12.00 – 14.00	Break/Lunch	√	√	√	√	√	√
	14.00 – 15.00	Continue Document review	√	√	√	√	√	√
	15.00 -16.00	Report Preparation and Auditor Discussion	√	√	√	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√	√	√	√
Thursday 11/07/2019	11.40 – 13.40	Flight to Jakarta	√	√	√	√	√	√

### Section 3: Assessment Findings

#### 3.1 Normative requirement applied for this assessment:

- PT Inti Indosawit Subur Time Bound Plan
- RSPO Supply Chain Certification Standard 2017
- RSPO P&C INA-NIWG 2016

#### 3.2 Time Bound Plan progress for multiple management units

Time Bound Plan		
Requirement	Remarks	Compliance
Does the plan include all current subsidiaries, estates and mills?	PT Inti Indosawit Subur has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Comply
Have all the estates and mills certified within five years after obtaining RSPO membership?	There is remaining mill and estate that has not certified yet, PT Mitra Unggul Pusaka – Segati POM and supply bases. The unit has gone through the RSPO Stage 2 certification audit in 2014, however it was not succeed. The company’s sustainability team has conducted latest RSPO internal audit on 25 – 31 October 2017.  Segati Palm Oil Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure PT MUP has been submitted to RSPO by email on 29 November 2017. The latest respond from RSPO received on 23 April 2019 by Biodiversity Manager, stating that RSPO is on review of Annex 3a and all supporting documents.	Comply
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	No, there is no new acquisition conducted by PT Inti Indosawit Subur and its subsidiary.	Comply
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Yes, there is time bound plan revision dated 1 January 2019, signed by Management Representative. Justification available, it caused by status of disclosure PT MUP is in progress of review by RSPO. PT MUP will conduct re-audit in 2020.	Comply
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-	No	Comply

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compliance shall be raised		
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised	No	Comply
Have there been any stakeholder comments?	No	Comply
<b>Un-Certified Units or Holdings</b>		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	Based on Time Bound Plan revised 1 January 2019, PT Mitra Unggul Pusaka – Segati Mill located in Pelalawan, Riau Province postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	Based on Time Bound Plan revised 1 January 2019, PT Mitra Unggul Pusaka – Segati Mill located in Pelalawan, Riau Province postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6. The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities <a href="https://www.rspo.org/certification/remediation-and-compensation/racp-tracker">https://www.rspo.org/certification/remediation-and-compensation/racp-tracker</a> . The progress on the Liabilities shall be verified and reported.	Based on Time Bound Plan revised 1 January 2019, PT Mitra Unggul Pusaka – Segati Mill located in Pelalawan, Riau Province postponed to Re-Audit in year 2020. New planting was performed through conversion from rubber plantation. The company has prepared NPP submission to RSPO. NPP for conversion area is still in progress including supporting document (conversion permit, HCV assessment). LUC supporting data for PT Mitra Unggul Pusaka has been sent by the company to RSPO on 2 April 2019 including HGU 1: Gondai Estate and Penarikan Estate (Integrated Report for both estate, for Annex 3a has use the new template); HGU 2: Segati Estate (Integrated Report and Annex 3a). Communication has been done between the company and Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	No Labor disputes	Comply
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	No Legal non-compliance	Comply



Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	Yes, Internal Audit has been done on 25-26 March 2019. Positive assurance statement: <ul style="list-style-type: none"> <li>- PT MUP already conduct ISPO Certification following Indonesia Mandatory Regulation and get certified since 2016.</li> <li>- PT MUP also already get ISCC Certificate since 2013</li> <li>- Current progress for RSPO, PT MUP still complete RaCP requirement and will conduct re-audit, target at 2020.</li> </ul>	Comply
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**3.3 Progress of scheme smallholders and/or outgrowers**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill’s initial certification?  OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.	All scheme smallholders associated to PT Inti Indosawit Subur – Buatan II Palm Oil Mill have been comply with the standard	Comply

**3.4 Details of findings**

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

During the Certification Assessment there were 4 (four) major nonconformities, 1 (one) minor nonconformity and 1 (one) observation raised. The PT Inti Indosawit Subur – Buatan I POM 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 Nonconformity(ies) has been verified for it effectiveness and closed accordingly.

<b>Summary of Total Number of Nonconformity</b>			
<b>Nonconformity</b>			
<b>NCR Ref #</b>	1800365-201906-M1	<b>Clause &amp; Category (Major / Minor)</b>	Major
<b>Date Issued</b>	10 <sup>th</sup> July 2019	<b>Due Date</b>	9 <sup>th</sup> October 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 <sup>th</sup> August 2019
<b>Statement of</b>	Implementation of Occupational Health & Safety Program and Personal		

<b>Nonconformity:</b>	Protective Equipment was not in accordance with risk analysis and applicable procedures.
<b>Requirement Reference:</b>	Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.
<b>Objective Evidence:</b>	Based on field observation, auditor found that: <ol style="list-style-type: none"> <li>1. Worker hanging on vessel truck and without using PPE at Afdeling 5 Buatan Estate/Simpang Perak Estate while vehicle is moving.</li> <li>2 (two)</li> <li>2. FFB loader not using PPE during working at Afdeling 4 Buatan Estate/Simpang Perak Estate.</li> <li>3. In Plot No. 3451 Farmer Group 152 (KUD Mitra Usaha), one person conduct pesticide spraying individually and without using PPE properly. This is not comply with applicable procedure (SOP Group Certification - SK SOP PT. IIS-Kebun Plasma Buatan No.033/DOK/SOP/PT.IIS-ICS KLB/2017, dated 2 Jan 2017.</li> </ol>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. PT IIS Buatan II POM has taken action by issued the warning letter to the worker who violate the OSH regulation. Warning letter No. 002/ST/KSP/07/2019 dated 16 July 2019 on behalf TCH and warning letter No. 001/ST/KSP/07/2019 dated 16 July 2019. In the warning letter valid for six month and if there is a violation regarding OSH regulation the diciplinaries sanction can be escalated.</li> <li>2. Company also has socialized and refresh the OSH regulation to all workers particularly for FFB loader on 19 July 2019.</li> <li>3. Management Plasma Buatan II has issued the warning letter No. 126/KUD-MU/VII/2019 dated 13 July 2019 on behalf TH, Kavling 3451 KT 152. The smallholder member also has made the statement letter for recognizing and willing to comply the regulation and Group Certification procedure. Socialization and awareness regarding the procedure has been conducted on 10 July 2019. The awareness training regarding pesticide use and OSH regulation regarding the PPE usage has been informed to smallholder member on 25 July 2019 to KUD Mitra Usaha, KUD Bina Mulia and KUD Tani Rukun, evidence of awareness can be demonstrated.</li> </ol>
<b>Root Cause Analysis:</b>	<ol style="list-style-type: none"> <li>1. Lack of discipline to wear the appropriate PPE as per OSH regulation/company procedure and lack of monitoring from the field supervisor.</li> <li>2. Smallholder member were not aware regarding SOP Group Certification - SK SOP PT. IIS-Kebun Plasma Buatan No.033/DOK/SOP/PT.IIS-ICS KLB/2017, dated 2 Jan 2017.</li> </ol>
<b>Corrective Actions:</b>	Regular monitoring and inspection for OHS implementation at Plasma Buatan II Regular awareness and socialization related to OHS implementation for employee at estate and plasma Buatan.
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30 <sup>th</sup> August 2019.

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<b>Nonconformity</b>			
<b>NCR Ref #</b>	1800365-201906-M2	<b>Clause &amp; Category (Major / Minor)</b>	Major
<b>Date Issued</b>	10 <sup>th</sup> July 2019	<b>Due Date</b>	9 <sup>th</sup> October 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 <sup>th</sup> August 2019
<b>Statement of Nonconformity:</b>	There are inconsistency between actual condition and census result.		
<b>Requirement Reference:</b>	Monitoring of Integrated Pest Management (IPM) plan implementation shall be available.		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>1. During field visit to KT 200, KT 201 and KT 224 of KUD Bina Mulia, there are found nettle caterpillar in field, however based on "Sensus Ulat Pemakan Daun Kelapa Sawit" period June 2019, there are no more attack of nettle caterpillar.</li> <li>2. During interview to farmer member of KT 200, KT 201 and KT 224 of KUD Bina Mulia, it was informed that there are nettle caterpillar attack since the previous 3 month, however based on "Sensus Ulat Pemakan Daun Kelapa Sawit" of KT 224 period March, April and May 2019 there is no indication of nettle caterpillar attack.</li> </ol>		
<b>Corrections:</b>	Plasma Buatan II POM has taken action by refreshment training regarding procedure of pest and disease control including the procedure of pest and disease control. The refreshment conducted on 10 August 2019. Evidence of training can be demonstrated during audit. Interview with PIC Pest and disease census (Kodim) indicated that he able to demonstrated the knowledge and skill concerning pest and disease census and control. Management plasma also performed the verification of census checklist result period July 2019 to ensure the correct census has been done. Evidence of verification can be demonstrated during audit.		
<b>Root Cause Analysis:</b>	Lack of understanding from PIC of Pest and disease census regarding the best practices of pest and disease census according to SOP.		
<b>Corrective Actions:</b>	Verify the census checklist result by field assistant to ensure the correct census has been done by PIC.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30 <sup>th</sup> August 2019.		

<b>Nonconformity</b>			
<b>NCR Ref #</b>	1800365-201906-M3	<b>Clause &amp; Category (Major / Minor)</b>	Major
<b>Date Issued</b>	10 <sup>th</sup> July 2019	<b>Due Date</b>	9 <sup>th</sup> October 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 <sup>th</sup> August 2019
<b>Statement of Nonconformity:</b>	No evidence that pesticide application performed by trained person and whether safety equipment are utilized or not.		
<b>Requirement Reference:</b>	Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available.		

	Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>1. During field observation to farmer plot at KUD Mitra Usaha (SP-10), it was found a person who conducted spraying activity at KT 152 on plot belong to Ngationo. However, based on "Notulen Penyuluhan Pestisida Terbatas dan K3" dated 25 June 2019 there are no evidence that respective person have followed the training.</li> <li>2. Based on interview with farmer member of KT 224, KUD Bina Mulia, noted that they have conducted fogging to control nettle caterpillar. Management of Plasma Buatan cannot give further information what insecticide used, whether applicator are trained or not and whether safety equipment are utilized or not.</li> <li>3. Based on SOP Pengendalian Hama dan Penyakit (AA-PLASMA-PP-KS-02) dated 1 September 2011 for Integrated Pest Management, there are no mechanism that pesticide/insecticide application can be done by third party</li> </ol>
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Management Plasma Buatan II has issued the warning letter No. 126/KUD-MU/VII/2019 dated 13 July 2019 on behalf TH, Kavling 3451 KT 152. The smallholder member also has made the statement letter for recognizing and willing to comply the regulation and Group Certification procedure. Socialization and awareness regarding the procedure has been conducted on 10 July 2019. The awareness training regarding pesticide use and OSH regulation regarding the PPE usage has been informed to smallholder member on 25 July 2019 to KUD Mitra Usaha, KUD Bina Mulia and KUD Tani Rukun, evidence of awareness can be demonstrated.</li> <li>2. Plasma management Buatan II has issued the letter to all KUD &amp; KT regarding "Pengendalian UPDKS" sample seen Letter No. 395/ES-KLB/EXT/08/2019 dated 1 August 2019 to KUD Bina Mulia. The letter stated that third party can be involved in pest control with the requirement: <ul style="list-style-type: none"> <li>• Third party provide the fogger, mist blower, swing fog and etc</li> <li>• Third party provide the material of insecticide and active ingredients lamdasihalotrin</li> <li>• Workers provision assign by related authority (UPTD/Dinas Perkebunan).</li> <li>• Socialization regarding pest control and disease has been performed on 16 August 2019. KUD has to coordinate with Plasma management if they want to involving the third parry for pest control.</li> </ul> </li> </ol>
<b>Root Cause Analysis:</b>	<ol style="list-style-type: none"> <li>1. Training regarding pesticide use and OSH deliver gradually to the smallholder member, several smallholder member has not follow the training and has scheduled.</li> <li>2. There is no coordination between KUD and Plasma management regarding the fogging at KUD Bina Mulia to control the nettle catterpillar.</li> <li>3. Based on SOP Pengendalian Hama dan Penyakit (AA-PLASMA-PP-KS-02), pest control is done by internal company/Plasma Buatan and not involving external third party.</li> </ol>
<b>Corrective Actions:</b>	Made the regular training program for smallholder member and kept the training record. Regular monitoring pest and disease and review the result of monitoring by Plasma management to ensure the pest and disease control are in place appropriately.
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the evidence of corrective action

	<p>prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019.</p>
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Nonconformity			
<b>NCR Ref #</b>	1800365-201906-M4	<b>Clause &amp; Category (Major / Minor)</b>	Major
<b>Date Issued</b>	10 <sup>th</sup> July 2019	<b>Due Date</b>	9 <sup>th</sup> October 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 <sup>th</sup> August 2019
<b>Statement of Nonconformity:</b>	PT. Inti Indosawit Subur - Buatan II POM cannot demonstrate there is control over outsourced transporter.		
<b>Requirement Reference:</b>	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>		
<b>Objective Evidence:</b>	<p>PT. Inti Indosawit Subur - Buatan II POM cannot demonstrate there is control upon outsourcing transporter:</p> <ol style="list-style-type: none"> <li>PT. Inti Indosawit Subur cannot demonstrate an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</li> <li>PT Inti Indosawit Subur cannot demonstrate control system and communicated the outsourced transport contractor.</li> </ol>		
<b>Corrections:</b>	<p>PT IIS Buatan II POM has made the new agreement contract with transporter in:</p> <ol style="list-style-type: none"> <li>"Perjanjian Pengangkutan Nomor: 05/VIII/JB-IIS/2019 CV Jasa Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>"Perjanjian Pengangkutan Nomor: 06/VIII/W MPL-IIS/2019 PT Wijaya Multi Prima Lestari and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>"Perjanjian Pengangkutan Nomor: 07/VIII/BJB-IIS/2019 PT Buana Jaya Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> </ol> <p>The contract agreement has covered:</p> <ul style="list-style-type: none"> <li>Outsourced process with transporter including right and responsibility between two parties,</li> <li>Transporter is committed to comply with RSPO SCCS standard and following the regulation,</li> <li>Transporter is willing to be audited by Certification Body as necessary concerning on RSPO SCCS.</li> </ul> <p>Agreement contract has been signed by two parties both PT Inti Indosawit Subur – Buatan II POM (on behalf PT Inti Indosawit Subur Group) and transporter. Transporter also has signed the statement letter which declared that they</p>		

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	<p>commit to comply to RSPO SCCS requirement during transporting RSPO certified raw material and they allow the certification body and/or RSPO auditor to conduct the audit to they company and operation.</p> <p>PT IIS Buatan II POM has a procedure to control the outsourced transporter through "SOP Traceability AA-MPM-OP-1400.17-R6 dated 1 September 2017" Internal control for CPO and PK delivery by contractor has made as well by:</p> <ul style="list-style-type: none"> <li>• Surat Izin Muat CPO dan Kernel, contain information of Driver name, Identity number, Car/Truck Number, CPO/PK Dispatch time, netto, incoming and outgoing time\ Delivery Order Slip from Transporter, contain information of sales contract number, Truck number, destination, driver name, port destination.</li> <li>• Daftar Periksa Kesiapan Pengiriman CPO/Kernel contain information of Truck number, driver name, date of inspection, item inspection including: driver identity and completeness of vehicle legality, completeness of physical standard of vehicle, number of segel.</li> </ul>
<b>Root Cause Analysis:</b>	PT IIS Buatan II POM deemed that "Surat Perintah Kerja (SPK)" for transporter is the contract, however SPK is not covering the agreement between two parties and not signed by transporter and only by PT IIS – Buatan I POM.
<b>Corrective Actions:</b>	Conduct the internal audit regularly and include the transporter/outsourced process in the internal audit checklist.
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30 <sup>th</sup> August 2019.

<b>Nonconformity</b>			
<b>NCR Ref #</b>	1800365-201906-N1	<b>Clause &amp; Category (Major / Minor)</b>	Minor
<b>Date Issued</b>	10 <sup>th</sup> July 2019	<b>Due Date</b>	9 <sup>th</sup> October 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 <sup>th</sup> August 2019
<b>Statement of Nonconformity:</b>	There was lack of evidence that the organization has shown the efforts to ensure the change of information has been understanding by affected parties, e.g: Regarding changes of name of Buatan II Estate into Kebun Simpang Perak (KSP)c		
<b>Requirement Reference:</b>	The company shall have a list of stakeholders, records of communications, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders.		
<b>Objective Evidence:</b>	<ol style="list-style-type: none"> <li>1. Based on interview with Penghulu Kampung Simpang Desa Perak and representative of KUD sample, there was founded that company has changes of Buatan II Estate into Kebun Simpang Perak (KSP), however were not informed transparently to related party or stakeholder surround the plantations.</li> <li>2. PT Inti Indosawit Subur – Buatan II POM has issued Kartu Timbang TBS no. PBDA119107234 dated 3 July 2019 from Buatan II Estate Afdeling 2 and has</li> </ol>		

	been changing into Kebun Simpang Perak-2
<b>Corrections:</b>	Re socialization the information of changing the estate name of Buatan II Estate into Simpang Perak Estate.
<b>Root Cause Analysis:</b>	Buatan dua has made the socialization on this matter however not cover all the stakeholder
<b>Corrective Actions:</b>	Conduct regular socialization and stakeholder meeting to discuss the social issue and public information.
<b>Assessment Conclusion:</b>	The effectiveness of corrective actions will be verified during next surveillance assessment.

Opportunity for Improvements	
OFI #	Description
OFI 1	Principle 4 Use of appropriate best practices by growers and millers - Indicator 4.6.4  Although the use of paraquat is decrease from 2016 (2,211 L), use of paraquat was increase in 2017 to 2018, the use in 2017 is 1,914 L whilst the use in 2018 is 1,983 L.

Positive Findings	
PF #	Description
PF 1	

### 3.4.1 Status of Nonconformities Previously Identified and Observations

There was 2 (two) major nonconformities from previous assessment

Non-Conformity			
<b>NCR Ref #</b>	1670895-201808-M1	<b>Clause &amp; Category (Major / Minor)</b>	P&C INA NI 2016 Indicator 8.1
<b>Closed (Yes / No)</b>	18 August 2018	<b>Date of nonconformity Closure</b>	4 <sup>th</sup> October 2018
<b>Statement of Nonconformity:</b>	It was found insufficiency and inconsistency of RSPO Internal Audit by company.		
<b>Requirement Reference:</b>	The action plan for monitoring shall be available, based on a consideration of the social and environmental impacts and routine evaluation of the plantation and mill operations. As a minimum, these shall include, but are not necessarily be limited to: <ul style="list-style-type: none"> <li>- Reduction in use of certain chemicals (Criterion 4.6);</li> <li>- Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>- Waste reduction (Criterion 5.3);</li> <li>- Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>- Social impacts (Criterion 6.1);</li> <li>- Optimising the yield of FFB production (Criterion 4.2)</li> </ul>		
<b>Objective Evidence:</b>	During audit found inconsistency of RSPO Internal Audit report between "formulir pemeriksaan" and non-conformity report, e.g: <ul style="list-style-type: none"> <li>• Indicator 1.1. RSPO P&amp;C INA NI, the report mentioned "Tersedia data</li> </ul>		

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	<p>stakeholder di manager ICS namun belum di update tahun 2018”, however this is not stated as non-conformities. In addition found several issues in the field and only raised a non-conformity finding related to harversting issue.</p> <ul style="list-style-type: none"> <li>Internal Audit report PT IIS – Buatan II POM and Estate was not sufficient and not representing the actual condition of RSPO P &amp; C compliance in PT IIS – Buatan II.</li> </ul>
<b>Corrective Actions:</b>	<p>Refresh training and socialization of the RSPO P&amp;C internal audit checklist in accordance with the latest/relevant standards. Buatan II POM has made a schedule for refresh training plan for 2019 period as outlined in the "Refreshing Plan for RSPO P&amp;C Internal Audit Checklist".</p> <p>Refresh training will be held in May 2019 to 12 internal auditors at the Pekanbaru Regional office with instructors from Jakarta Office.</p> <p>Review and monitor the results of RSPO P&amp;C internal audit by the Sustainability team Jakarta Office.</p> <p>Internal audit for scheme smallholder carried out 14-16 November 2018 by Hendryk K Simanjutak, Ridho Ilahi, Yuanda Pangi Harahap.</p> <p>Internal audit for scheme smallholder carried out 18-20 April 2019 by Hendryk K Simanjutak, Ridho Ilahi, Ian Septian. All findings have been closed.</p>
<b>Assessment Conclusion:</b>	<p>Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 4<sup>th</sup> October 2018..</p> <p>During audit ASA 1.4 the requirement in indicator 8.1 has demonstrated complied. Auditor conclude that the NC remain Closed.</p>

<b>NCR Ref #</b>	1607895-201808-M2	<b>Clause &amp; Category (Major / Minor)</b>	P&C INA NI 2016 Indicator 4.3.4
<b>Closed (Yes / No)</b>	18 August 2018	<b>Date of nonconformity Closure</b>	4 <sup>th</sup> October 2018
<b>Statement of Nonconformity:</b>	Subsidence monitoring has been implemented by Plasma Buatan however the data of monitoring result is not valid or appropriate as best management practise of peat soil management and company procedure.		
<b>Requirement Reference:</b>	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place.		
<b>Objective Evidence:</b>	<p>Plasma management has installed the subsidence pole in KT 191, 194, 197, 200, 217, 218 and 219. Subsidence level monitored each semester by field assistant. Evidence of monitoring can be demonstrated.</p> <p>However the monitoring data were not valid, for example in KT 197, subsidence level monitoring in June 2017 was 1.9 cm, in December 2017 was 1.6 cm and in June 2018 was 0.9 cm. The level of subsidence seems decrease or there was increasing of ground level of peat soil.</p>		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>The company has conducted refresh related to procedures and work instructions monitoring subsidence.</li> <li>The company has conducted refresh training to implementation program for SOP and WI of water management and monitoring of water levels and</li> </ul>		



	<p>subsidence on 5<sup>th</sup> April 2019</p> <ul style="list-style-type: none"> <li>Monitoring of the results of subsidence measurements is carried out by field assistants and Plasma Buatan Manager.</li> <li>The company has several map and documentation of monitoring peat subsidence. Record seen: "Peta Subsiden" (map of subsidence pole), "Peta Pemantauan Muka Air Tanah" (map of piezometer), "Peta Water Level" (map of water level pole), "Peta Drain Blok" (map of block drain), "Rekapitulasi Pengukuran Level Subsistensi Lahan", "Laporan Pemantauan Muka Air Tanah" and "Pengukuran Air Tanah Dangkal".</li> <li>A field observation conducted to water level pole #45 at Block H03n, the scale is pointing at 48 cm; peat subsidence pole at Block H03m, the scale is pointing at 10 cm from the first installation in 2012; piezometer at Block G01d, the scale is pointing at 62 cm. Monitoring record were available for water level and piezometer performed twice in a month, whilst peat subsidence monitored in twice in a year.</li> <li>Monitoring of peat subsidence has been carried out by Plasma Buatan since June 2018, continue to December 2018 and June 2019. Initial conditions of peat decline = 0 cm with good poles condition. Peat subsidence read in June 2019 are KT 231 = 1.5 cm; KT 199 = 1.5 cm; KT 219 = 1.5 cm and KT 197 = 2 cm. Subsidence measuring poles have been verified and reviewed by field assistants and known by the Plasma Buatan Manager.</li> </ul>
<b>Assessment Conclusion:</b>	<p>Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 4<sup>th</sup> October 2018.. During audit ASA 1.4 the requirement in indicator 4.3.4 has demonstrated complied. Auditor conclude that the NC remain Closed.</p>

<b>Opportunity for Improvement</b>	
<b>OFI#</b>	<b>Description</b>
<b>OFI 1</b>	

### 3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1224659M1	Major		07/08/2015	Closed 01/12/2015
1224659M2	Major		07/08/2015	Closed 01/09/2015
1224659N1	Minor		07/08/2015	Closed 30/07/2016
1224659N2	Minor		07/08/2015	Closed 30/07/2016
1224659N3	Minor/Major		07/08/2015	Escalated into Major NC. Closed 06/09/2016
1357970M1	Major		30/07/2016	Closed 06/09/2016
1357970M2	Major		30/07/2016	Closed 06/09/2016
1357970M3	Major		30/07/2016	Closed 06/09/2016
1357970M4	Major		30/07/2016	Closed 20/08/2016
1357970M5	Major		30/07/2016	Closed 29/08/2016
1357970M6	Major		30/07/2016	Closed 29/08/2016
1357970N1	Minor		30/07/2016	Escalated into Major NC
1357970N2	Minor		30/07/2016	Closed 08/09/2017

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1357970N3	Minor		30/07/2016	Closed 08/09/2017
1357970N4	Minor		30/07/2016	Closed 08/09/2017
1357970N5	Minor		30/07/2016	Closed 08/09/2017
1357970N6	Minor		30/07/2016	Closed 08/09/2017
1357970N7	Minor		30/07/2016	Closed 08/09/2017
1514555-201708-M1	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M2	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M3	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M4	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M5	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M6	Major		08/09/2017	Closed 10/10/2017
1514555-201708-M7	Major		08/09/2017	Closed 10/10/2017
1514555-201708-N1	Minor		08/09/2017	Closed 16/08/2018
1514555-201708-N2	Minor		08/09/2017	Closed 16/08/2018
1670903-201808-M1	Major		16/08/2018	Closed 04/10/2018
1670903-201808-M2	Major		16/08/2018	Closed 04/10/2018
1800365-201906-M1	Major		10/07/2019	Closed 30/08/2019
1800365-201906-M2	Major		10/07/2019	Closed 30/08/2019
1800365-201906-M3	Major		10/07/2019	Closed 30/08/2019
1800365-201906-M4	Major		10/07/2019	Closed 30/08/2019
1800365-201906-N1	Minor		10/07/2019	"Open"

**3.5. Stakeholders Consultation**

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT Inti Indosawit Subur – Buatan II POM Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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 below.

<b>List of Stakeholders Contacted</b>	
<p><b>Internal Stakeholders</b></p> <ul style="list-style-type: none"> <li>- Serikat Pekerja (Labor Union) PT. Inti Indosawit Subur – Buatan Group</li> <li>- Gender Committee PT. Inti Indosawit Subur – Buatan Group</li> </ul>	<p><b>Union/Contractors/Local Communities</b></p> <ul style="list-style-type: none"> <li>- Head of Village (Local Community) Makmur and Chairman of KUD Sejahtera.</li> </ul>


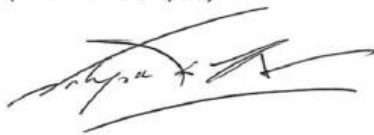
Government Departments	NGO
<ul style="list-style-type: none"> <li>- Dinas Lingkungan Hidup Kabupaten Pelalawan – Environmental Agency.</li> <li>- Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan – Manpower Agency.</li> <li>- Dinas Perkebunan Kabupaten Pelalawan – Plantation Agency</li> </ul>	<ul style="list-style-type: none"> <li>- Local NGO - Laskar Anti Korupsi Indonesia.</li> <li>- Letter to comment were sent to: Forest Watch Indonesia, Sawit Watch, Aid Environment, WWF Indonesai. No reply received.</li> </ul>

IS #	Description
<b>1</b>	<p><b>Dinas Lingkungan Hidup Kabupaten Pelalawan – Environmental Agency</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has revised the AMDAL document.</li> <li>- PT Inti Indosawit Subur – Buatan II POM has periodically reported the document of implementation of RKL-RPL to Dinas Lingkungan of Pelalawan Regency. Last report for period second semester year 2018 (July-December 2018)</li> <li>- PT Inti Indosawit Subur – Buatan II POM have a permit for land application from mill to plantation as an organic fertilizer, and has reported the implementation of waste water application as well as the waste water quality monitoring</li> <li>- There are no reports from stakeholders related to environmental pollution caused by the operation of the garden or the PKS.</li> <li>- There is no land fire in the area of Buatan I Estate. Fire monitoring and firefighting reported routinely to environmental office.</li> <li>- Since 2018 there was no environmental issues, either from the community or from NGOs.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has positive response, in regards with the BLH comments</li> <li>- PT Inti Indosawit Subur – Buatan II POM commitment to improve and enhance the environmental management and monitoring implementation to realize an environmentally friendly company.</li> </ul> <p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has implemented the environmental management and monitoring plan according to RKL-RPL document and reported regularly to BLH Pelalawan Regency.</li> <li>- Audit team acknowledge the comments and will monitor company performance</li> </ul>
<b>2</b>	<p><b>Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan – Manpower Agency</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has provided all normative rights for employee, such as salary as lined out in minimum wage for province level, leave entitlement, employees registered with social insurance for worker (BPJS), benefit for religious festival, provision of facilities (housing, electricity, clean water, medical clinic, school/school bus, worship house, personal protective equipment, working tools, etc.)</li> <li>- PT Inti Indosawit Subur – Buatan II POM has submitted health and safety performance report regularly to Manpower Agency.</li> <li>- Machinery operators have been trained and issued with operator license (Surat Izin Operator/SIO),</li> <li>- PT Inti Indosawit Subur – Buatan II POM has realized the provision of PPE for its employees but the consistency of the use of PPE by the workers needs to be improved.</li> <li>- Disputes: since the audit (2019), there are no reports related to disputes.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Sawit Subur – Buatan II POM has been implementing OHS management both in mill and estate were according to regulation. HIRADC has been determined and the control of hazard and risk has implemented and improved each year.</li> </ul>

	<ul style="list-style-type: none"> <li>- The use of PPE has consistent applied and monitored by company.</li> <li>- PT Inti Indosawit Sawit Subur – Buatan II POM has also requested training to get the Operator License (SIO) to all operators’ heavy equipment in estate and Boiler operator in mill.</li> </ul> <p><b>Audit Team Findings:</b> Audit team will continuously review the company’s performance and commitment related to manpower issues</p>
<b>IS #</b>	<b>Description</b>
<b>3</b>	<p><b>Dinas Perkebunan Kabupaten Pelalawan – Plantation Agency</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has submitted the Report of Plantation Performance (Laporan Perkembangan Usaha Perkebunan/LPUP), last report for second Semester 2018.</li> <li>- There was issue related to request from community for company to release cemetery land and request for company to release land for marketplace development.</li> <li>- Communication with plantation agency is fairly good</li> <li>- Since 2018 there was no issues, either from the community or from NGOs related to operation in Plantation and Mill.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has positive response, in regards with the Plantation Agency comments.</li> <li>- PT Inti Indosawit Subur – Buatan II POM commitment to improve and enhance the operational as well as BMP in Plantation and Mill.</li> </ul> <p><b>Audit Team Findings:</b> Audit team will continuously review the company’s performance and commitment related to best management practices in Plantation and Mill</p>
<b>IS #</b>	<b>Description</b>
<b>4</b>	<p><b>Local NGO - Laskar Anti Korupsi Indonesia</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has been fairly good communication with stakeholders.</li> <li>- Since 2018, there was no issues related to land disputes , There has been no report/complaint logged in related to negative impact from company operation: pollution, human right violation, including negative impact from replanting activity</li> </ul> <p><b>Management Responses:</b> PT Inti Indosawit Subur – Buatan II POM has positive response and acknowledge the comment and always receive input from the local NGO.</p> <p><b>Audit Team Findings</b> Audit team acknowledge the feedback from NGO and management.</p>
<b>IS #</b>	<b>Description</b>
<b>5</b>	<p><b>Head of Village (Local Community)</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has been contributed the CSR on improving community economic aspects, for example: donation of building materials for construction of Masjid (muslim prayer places).</li> <li>- There was no dispute between company and community.</li> <li>- There was no complaints related to environmental issues.</li> <li>- PT Inti Indosawit Subur – Buatan II POM has made payment to the workers according to minimum wage regulation.</li> <li>- The communicated between company and villagers is going well.</li> </ul> <p><b>Management Responses:</b></p>

	<p>Management acknowledged the comment from Local Communities and commitment to improve on CSR program. This is positive response.</p> <p><b>Audit Team Findings</b> Audit team acknowledge the feedback from local communities and management.</p>
<b>IS #</b>	<b>Description</b>
<b>6</b>	<p><b>Serikat Pekerja (Labor Union) PT. Inti Indosawit Subur – Buatan Group</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has provided all normative rights for employee, such as salary as lined out in minimum wage for province level, leave entitlement, employees registered with social insurance for worker (BPJS), benefit for religious festival, provision of facilities (housing, electricity, clean water, medical clinic, school/school bus, worship house, personal protective equipment and working tools.</li> <li>- PT Inti Indosawit Subur – Buatan II POM has provided regular medical check-up for workers in high risk such as sprayer team, fertilizer applicator, workshop worker and mill operators.</li> <li>- PT Inti Indosawit Subur – Buatan II POM and employee has agreed to established bi-partite organization to resolve issued related to industrial relationship; the organization has registered to “Dinas Tenaga Kerja Kabupaten Pelalawan”. Meeting between company and employee conducted whenever issues occurred and requires discussion.</li> <li>- Worker salary has comply to minimum wage as lined out by Riau Province government year 2019.</li> <li>- PT Inti Indosawit Subur – Buatan II POM has established and communicated a policy to protect human rights and prohibit all kind of discrimination of gender.</li> <li>- PT Inti Indosawit Subur – Buatan II POM does not use migrant worker and prohibit force labour.</li> <li>- Since 2018 there was no complaint related to labor issues.</li> </ul> <p><b>Management Responses:</b> Management acknowledged the comment from labour union. Management will strive to continue and improve the positive practices in implementing company commitment towards labour issues and upholding the human rights.</p> <p><b>Audit Team Findings</b> Audit team acknowledge the feedback from labour union. Audit team appreciates the positive feedback from worker union/representative and samples of worker and will continuously review company performance and commitment regarding labor issues.</p>
<b>IS #</b>	<b>Description</b>
<b>7</b>	<p><b>Gender Committee PT. Inti Indosawit Subur – Buatan Group</b></p> <p><b>Feedbacks:</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Buatan II POM has implemented the policy related to protection reproductive right; such as not hiring female for work activity with high risk; monthly pregnancy test for sprayer and fertilizer applicator; 6-monthly check up for sprayer and fertilizer applicator</li> <li>- All female worker in sprayer team and fertilizer team shall join pregnancy test in company clinic, once a month.</li> <li>- Regular gender committee meeting on 3-monthly basis with focus to communicating roles and responsibilities for gender committee, understanding the definition of sexual harassment in work place. Communicating specific grievance mechanism to handle and resolve sexual harassment case.</li> <li>- There is no indication that company practising sexual harassment, no indication of gender discrimination.</li> </ul> <p><b>Management Responses:</b> Management acknowledged the comment from Gender Committee.</p> <p><b>Audit Team Findings</b> Audit team acknowledge the feedback from Gender Committee and will continuously review the company’s performance and commitment related to gender issues.</p>

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<b>Formal Signing-off of Assessment Conclusion and Recommendation</b>	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that PT Inti Indosawit Subur – Buatan II POM has complied with the RSP0 Supply Chain Certification Standard (June 2017) and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of PT Inti Indosawit Subur – Buatan II POM is continued.</p>	
<b>Report prepared by</b>	<b>Acceptance of Assessment Conclusion</b>
<b>Name:</b> Imam Fakhrurozi	<b>Name:</b> Putu Grhyate Yonata Aksa
<b>Company Name:</b> On behalf of BSI Malaysia Sdn Bhd	<b>Company Name:</b> PT Inti Indosawit Subur – Buatan II POM
<b>Title:</b> Lead Assessor	<b>Title:</b> Sustainability Operation
<b>Signature:</b> 	<b>Signature:</b> <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
<b>Date:</b> 11 November 2019	<b>Date:</b> 13 Nov 2019

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance
<b>Principle 1: Commitment to Transparency</b>		
<b>Criterion 1.1:</b> Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1	<p>List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available.</p> <p>- Minor compliance -</p> <p>Buatan Estate and Mill:            The company has made a mechanism for request information no.: AA-GL-5008.1- R1 dated on 22nd August 2011. The company has owned some policies for documents created by the public relations department in the company and acknowledged by plantation manager that can be accessed by public dated 17 July 2018, there were 32 type of documents, several docemunt can bee access by relevant stakeholder such as government, public, NGO etc., the list covered:</p> <ul style="list-style-type: none"> <li>• Legal Documents</li> <li>• Copy of SK HGU (Land Title)</li> <li>• Copy of AMDAL (Social and Environmental Impact Assessment)</li> <li>• Environment Documents</li> <li>• Waste management plans</li> <li>• Report of waste water</li> <li>• Report of water management</li> <li>• Report of river water quality</li> <li>• Report of air quality.</li> <li>• Report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan).</li> <li>• Report of Hazardous Waste</li> <li>• Social Activity Documents</li> <li>• Employment Documents</li> <li>• Jamsostek and also BPJS Kesehatan</li> <li>• HSE management programs</li> </ul>	comply

		<p>Scheme Smallholder: Plasma Buatan II has a list of documents that can be acces by Stakeholder updates as of 9 -10 July 2019. Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052. They have been able to demonstrate knowledge that information request and provision of information to relevant stakeholders going through ICS, KUD and KT.</p>	
1.1.2	<p>Records of requests for information and responses to the information requested shall be available. - Major compliance -</p>	<p>Buatan Estate and Mill: Request Information and response from Stakeholder has been documented into a log book "Permintaan Informasi". There were noted 13 information requests for period January – June 2019 from Stakeholder, such as:</p> <ul style="list-style-type: none"> <li>• Request for information from Akademi omunitas Negeri Pelalawan letter no. 432-4/KOOR-AKNP/2018/203 on 20 December 2018 related proposal for Fiel practice-Praktek Kerja Lapangan and has been responded on 2 Mrch 2019.</li> <li>• Request for information from Disnakertrans Pelalawan Regency on 22 Janua ry 2019 related to conduct industrial relations development to Buatan Estate PT IIS and has been respond on 25 January 2019.</li> <li>• Request for information from Sekolah Tinggi Teknologi Pelalawan letter no. 307.18/ADM-STT Pelalawan/VI/2019 dated 18 April 2019 concerning FGD related to Palm Oil Research Opportunities and has responded on 22 May 2019.</li> <li>• Request for information from Disnakertrans UPT Wilayah II Provinsi Riau letter no. 090/DISNAKETRAS.UPT Wilayah II/2019/016 dated i11 June 2019 related conduct labor inspection and supervision, work norms and K3 norms on PT IIS Buatan PKS and has responded on 12 June 2019.</li> </ul> <p>Some delivery of information in the form of routine reports, including:</p> <ul style="list-style-type: none"> <li>• The Land Application Implementation Report for the November 2018 period was reported on February 19, 2019 to the Head of Dinas Lingkungan Hidup Riau Province and Kementerian Lingkungan Hidup.</li> <li>• Report on Monitoring of PT IIS B3 Waste Made in I period March 2018, has been reported on March 30, 2018 to BLH Pelalawan Regency.</li> </ul>	comply



	<ul style="list-style-type: none"> <li>• PT IIS Air Quality Monitoring Report II Period 2018, has been reported on February 19, 2019 to the Head of Dinas Lingkungan Hidup Riau Province and Kementerian Lingkungan Hidup.</li> <li>• Report on POM surface water use for the period of March 2019, was reported on 20 May 2019 to the Pekerjaan Umum Pelalawan Regency.             <ul style="list-style-type: none"> <li>• Etc.</li> </ul> </li> </ul> <p>Base on interview and document review that all request information and others has been responded timely manner.</p> <p>Scheme Smallholder: Request Information and response from Stakeholder was documented into a logbook “Kebun Plasma Buatan”, up to June 2019, there was 14 information requests in Plasma/smallholder Division, mostly request EFB for fertilizer in scheme smallholder area. Based on procedure stated that responds for information request within 14 days.</p> <p>Sampled verified from the logbook e.g.:</p> <ul style="list-style-type: none"> <li>• Request for information from KUD Officer SP1 – SP12 on 16 May 2019 concerning Advisories does not employ children under 18 years old, it is responded on 17 May 2019</li> <li>• Request for information from KLB Manager on 1 April 2019 concerning RAT KUD SP-VII invitation and has been responded on 1 April 2019</li> <li>• Request for information from Mr. Nyono (KUD SP-X officer) on 17 May 2019 concerning A change of schedule SP-X harvest and has been responded on 17 May 2019</li> <li>• Request for information from KUD officer from SP-II – SP-X on 16 May 2019 concerning the establishment of the program replanting and has been responded on 16 May 2019.</li> </ul> <p>Based on document verification and interview with farmers that all information requests have been respond and followed up not more than 2 weeks or 14 days.</p>	
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**Criterion 1.2:**

Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.			
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> <li>a) Land titles/user rights (Criterion 2.2)</li> <li>b) Occupational health and safety plans (Criterion 4.7)</li> <li>c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8)</li> <li>d) HCV documentation (Criteria 5.2 and 7.3)</li> <li>e) Pollution prevention and reduction plans (Criterion 5.6)</li> <li>f) Details of complaints and grievances (Criterion 6.3)</li> <li>g) Negotiation procedures (Criterion 6.4)</li> <li>h) Continual improvement plans (Criterion 8.1)</li> <li>i) Public summary of certification assessment report</li> <li>j) Human Rights Policy (Criterion 6.13).</li> </ul> <p>- Major compliance –</p>	<p>Buatan Estate and mill: The company has list of documents can be accessed by public update on 17 July 2018, such as:</p> <ul style="list-style-type: none"> <li>• Legal Documents e.g: a copy of SK HGU (Land Title) and a copy of AMDAL (Social and Environmental Impact Assessment) but can not access for sociaety</li> <li>• Environment Documents, e.g: Waste management plans, report of waste water, report of water management, report of river water quality, report of air quality, report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan) and report of Hazardous Waste</li> <li>• HCV documentation, including Identification HCV and conservation managemen plan; but can not access for sociaety</li> <li>• Social Activity Documents</li> <li>• Employment Documents, e.g: Jamsostek , HSE management programmes</li> <li>• All documents refer to the ratified International Regulation, National Regulation and local regulation, e.g. OHS documents refer to the Act 1, year 1970.</li> </ul> <p>Bsacally, public can access the entire document, except which is a document relating to the financial. Some documents are accessible by public with requirement affidavits (“Surat Keterangan”) from the head of the next local village will be forwarded to the Management Center (HCV identification, the environment managing program etc., this is due to the presence of concerns may give rise to negative impact of internal and the community environment about plantations.</p> <p>Scheme smallholders: The KUDs has list of documents can be accessed by public, such as: legal permits (akte pendirian Koperasi, SHM, NPWP, SIUP and SITU), Operasional keuangan, HCV, SOP/GAP/SEIA (Amdal) and Social documents, Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), monitoring of IPM, fertilizing and harvesting), accident record, OHS Manual.</p>	comply

		Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052. They stated that the information available for public that can be provided by smallholders is land title/SHM. The other document available upon request to KUD or KT-farmer group.	
<b>Criterion 1.3:</b>			
Growers and millers commit to ethical conduct in all business operations and transactions.			
1.3.1	There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions along with the documentation of socialisation process of the policy to all levels of the workers and operations. - Minor compliance –	<p>Buatan Estate and Mill: The company has had rules ethics code of ethics and integrity that must be applied to all operations and transactions, December 1, 2014, States: <i>"Berkomitmen berperilaku pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya"</i>. The company have also made posters/baligo this policy in public areas of the mill and estate. This policy has socialiated on 3-5 January 2019 in Buatan II Estate and on 7-9 January 2019</p> <p>Scheme Smallholder: All KUD has prepared the policy of code of ethical conduct and integrity in all operation and transaction, dated 1st August 2013 which stated: <i>"Berkomitmen berperilaku pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya"</i>. This policy has been communicated to the members, latest training and socialization against the policy to all Smallholder and KUD employees performed on 20-22 March 2018. The evidence can be demonstrated during audit such as attendant list and photograph. Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052. They were able to demonstrate knowledge on code of condut policy. The policy written in their farmer handbook "Buku Panduan Petani". The implementation of said policy in form of dissemination of anti-corruption policy, transparency in expenditure for road maintenance,</p>	comply

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		fair calculation of worker payment, good quality FFB, etc.	
<b>Principle 2: Compliance with applicable laws and regulations</b>			
<b>Criterion 2.1</b>			
There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	Evidence of compliance with relevant legal requirements shall be available. - Major compliance –	<p>PT Inti Indosawit Subur – Buatan II POM has demonstrated the evidence of compliance with relevant legal requirement as in “Evaluasi Kepatuhan Hukum PT Inti Indosawit Subur – Buatan unit Pabrik dan Kebun”. All legal requirements comply with the regulations and laws, including those related to land status, occupational health and safety, environmental, labour, agricultural practice, and mill operation, such as:</p> <ol style="list-style-type: none"> <li>1. Ijin Prinsip (Principle permit) No.KB.320/859/Mentan/XI/1983 dated 7th November 1983 from Agriculture minister (65,000 Ha).</li> <li>2. Ijin lokasi (Location Permit) No.KPTS.57/II/1987, dated 4th February 1987 for 32,000 Ha.</li> <li>3. Ijin Pelepasan kawasan from Forestry Ministry (Release forest permit) No.664/Kpts-II/89, dated 31st October 1989.</li> <li>4. Ijin pembukaan lahan (land clearing permit) No.1536/II/KW-6/1988, dated 2nd November 1988 from Forestry Ministry Region Riau Province.</li> <li>5. Surat Keterangan Pendaftaran Tanah (Land register) from land authority of Pelalawan District No.15/SKPT/X/2004, dated 30th September 2004.</li> <li>6. Surat Pendaftaran Usaha perkebunan (SPUP) from Forestry and Plantation Ministry, No.185/Mentanhut/VII/2000, dated 3rd November 2000.</li> <li>7. SK. HGU (Land Title), approved by “Menteri Negara Agraria/Kepala BPN No.10/HGU/1993, dated 13th May 1993 tentang Pemberian HGU atas nama PT. Inti Indosawit Subur, atas tanah di Kabupaten Kampar seluas 5,781.47 Ha”.</li> <li>8. HGU (Land titles) No.01, 1993, dated June 19th, 1993. for Buatan Estate (5,781 Ha);</li> <li>9. Renewal land title No.145/HGU/BPN/2004, dated November 3rd, 2004. Expired until 2058 from Head of BPN (5,781 Ha);</li> <li>10. IMB (Building licenses), there were 6 permits, such as; No.106/2009, 71/2009, 09/2009, 11/1992, 56/2009, 117/1997.</li> <li>11. IMB for Buatan II Mill was issued by Dinas Pekerjaan Umum Pelalawan Regency on 16 January 1997 no. 117/IMB/PU.CK/I/1997.</li> </ol>	comply

		<p>12. AMDAL (Environmental and Social impact assessment), SEIA No.013/ANDAL/BA/V/95, dated 3rd May 1995, by Agriculture of Ministry.</p> <p>13. Revised AMDAL (Dokumen Pengelolaan dan Pemantauan lingkungan) approved by Governor of Riau No.KPTS 975/X/2009, dated 28th October 2009.</p> <p>14. Surface water usage permit from Dinas Pertambangan dan Energi, Kabupaten Pelalawan No.14/KPTS/M/2018, dated 5 January 2018 (valid until 4 January 2023).</p> <p>15. Liquid waste utilization permit (Land Application) issued by Dinal Lingkungan Hidup Pelalawan Regency on 10 September 2014 no. KPTS.660/BLH/781/2014 valid until 9 October 2019.</p> <p>16. Machinery permit in Mill is available.          Mill machineries permit:</p> <ul style="list-style-type: none"> <li>▪ Permit for Sterilizer reference number: #027-029/BU/PL/2005, issued on 27<sup>th</sup> June 2005 for capacity 3.25 kg/cm<sup>2</sup>; Sterilizer 4, no. 03/B.0302, issued on 18 June 2005 and must be inpection on 8 November 2018 (still in progress)</li> <li>▪ Tera measurement for weighbridge 1 and 2 issued by Badan Metrologi Pelalawan Regency ref no. 510.3/UPTMET/SKHP/2018/104 and no. 510.3/UPTMET/SKHP/2018 /105 dated 15 October 2018 and will be tera on 14 October 2019.</li> <li>▪ Permit for Back Pressure Vessel reference number: 56/BU/PK/VII/2018 issued on 25<sup>th</sup> July 2018 for capacity 3.5 kg/cm<sup>2</sup>, will be inspections on 24 July 2020.</li> <li>▪ Permit for Boiler reference number: 008/KU/PLLWN/2003 issued on 25<sup>th</sup> June 2005 for capacity 24 kg/cm<sup>2</sup>; reference number: 036/KU/PLLWN/2003 issued on 25<sup>th</sup> June 2005 for capacity 24 kg/cm<sup>2</sup>; reference number: 560/KU/PL/2015/002 issued on 7 July 2005 for capacity 24 kg/cm<sup>2</sup> and will be inspection on 9 June 2020.</li> <li>▪ Permit for Diesel engine (Genset), reference number: 064/M-MD/PLLWN/2003 and 084/M-MD/PLLWN/2003 issued on 27 June 2005 for capacity 420 horsepower each and will be inspection on 30 October 2019.</li> <li>▪ Permit for Compressor, reference number: 012/BT/PLLWN/2003 issued on 25 June 2005 and will be inspection on 30 October 2019.</li> <li>▪ Permit for Turbine, reference number: 085/M-MD/PLL/2005 issued on 27 June 2005 for capacity 1.200 KW; and will be inspection on 30 October 2019.</li> </ul> <p>Local government with the latest checked all machineries regularly inspection was on 2018</p>	
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		<p>and for 2019 several machinery inspection are being process, for example: Sterilizer 1 ref. no. 027/BU/PL/2005 is still in process still in progress of submission dated 23 May 2019.</p> <p>Scheme Smallholder:</p> <p>Group manager and ICS conducted the evaluation of laws and regulation compliance each year. Latest updated was on 1<sup>st</sup> January 2017. During audit, Group manager can demonstrated the document of "Evaluasi Kepatuhan Hukum Kebun Plasma Buatan Tahun 2017" which contain the list/legal register' of all applicable laws and regulations; consist of: list of regulation, requirement, evaluation record, compliance status, type of document, no. document, validity, source of document, remark.</p> <p>Some example showing compliance to relevant regulation of land tittle, cooperative legal as follows:</p> <p>Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052. Koperasi Unit Desa which are Buatan II plasma have legality documents, including:</p> <p>KUD Mitra Usaha:</p> <ul style="list-style-type: none"> <li>• Akte Pendirian Koperasi- Cooperative Establishment Deed: Akta Perubahan Anggaran atas nama Koperasi Unit Desa Mitra Usaha and endorsement by Departemen Koperasi dan Pembinaan Pengusaha Kecil SK no. 06/KEP/KWK.4/I/1993, dated 6 January 1993.</li> <li>• SHM- land title certificate: held by each farmer, sample has taken as below.</li> <li>• NPWP- taxpayer number: 01.746.676.4-222.000</li> <li>• TDP (Tanda Daftar Perusahaan Koperasi-Sign of Cooperative Company List): no. 04 12 264 00 0045, dated 6 April 2017 valid until 15 July 2021.</li> <li>• Surat Izin Usaha Perdagangan (SIUP), issued by Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu (DPMPSTP), License: no. 0907/04.12/PM/IV/ 2017, Dated 6 April 2017..</li> <li>• Surat Izin Tempat Usaha Issued (SITU) by Camat Kerinci Kanan District, Siak Regency, no. 523.33/SITU/III/2017/07 dated 22 March 2017 validation for 5 years (22 March 2022).</li> <li>• Rapat Anggota Tahunan (RAT) KUD Mitra Usaha, Buatan Baru Village, Period 2018 ware performed on 31 December 2018.</li> </ul>	
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2.1.2	A documented system, which includes written information on legal requirements, shall be	<p>Buatan Estate and Mill:</p> <p>There is a documented system registering all relevant legal requirements to which the</p>	comply



	<p>maintained. - Minor compliance –</p>	<p>company must comply and also there is a document of "Legal Register" latest updated on 5 January 2019, which includes relevant Environmental regulation, Plantation permit, etc. The list would be reviewed once a year by the EHS Department and all relevant department, updated as necessary.</p> <p>Evaluation of compliance for all regulation and other requirement related to environment, health and safety, work force and land tenure has been performed 5 January 2019 (presented in "Evaluation of Compliance").</p> <p>The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5<sup>th</sup> December 2009). The list would be reviewed once a year by the EHS Department and all relevant departments, updated as necessary, last update on 5 January 2019.</p> <p>The company has "Update List of regulation/pemenuhan peraturan perundang undangan" in 5 January 2019. Several new regulation has been identified and analyzed, that are:</p> <ul style="list-style-type: none"> <li>• Permentan no. 5/2018 concerning Pembukaan dan/atau Pengolahan Lahan perkebunan Tanpa Bakar.</li> <li>• Permentan no. 01/Permentan/KB-120/1/2018, concerning Pedoman Penetapan Harga Tandan Buah Segar Kelapa Sawit Produksi Pekebun.</li> <li>• PermenLH no. P.68/menlhk-setjen/2015 concerning Tata Cara dan Persyaratan Teknis Pengelolaan Limbah Bahan Berbahaya dan Beracun dari Fasilitas Kesehatan</li> <li>• PermenLH no. P.23/Menlhk/Setjen/Kum.1/7/2018 cncerning Perubahan atas Peraturan Menteri Lingkungan Hidup No. 5 Tahun 2014 tentang Baku Mutu Air Limbah</li> </ul> <p>Scheme Smallholder: The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5<sup>th</sup> December 2009). Group Manager and ICS has a responsibility to ensure the compliance of all smallholder member and organization against applicable laws and regulations. Group manager and ICS conducted the evaluation of laws and regulation compliance each year. Latest updated on 5<sup>th</sup> January 2019. During audit, Group manager can demonstrated the document "Evaluasi</p>	
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		Kepatuhan Hukum Kebun Plasma Buatan Tahun 2019".	
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>Buatan Estate and Mill: There is a rigorous internal audit process, which includes a review of laws and their compliance. There is no evidence of critical legal non-compliance according result of internal audit. Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes labor regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance, It was verified that list of legal requirement is updated regularly. Legal department of the company has the responsibility to update the list of applicable laws and regulations using internet access via relevant webmail address and/or consultation with the related institutions. The latest updated report was on 23 March 2017. The mechanism is also include for subcontractor. Company has the mechanism to ensure the contractor/supplier compliance to the relevant regulation before approved the contractor/supplier as a partner of company. Recorded on form "Evaluation of Legal and Other Requirements Compliance".</p> <p>Scheme Smallholder: ICS organisation of Plasma Buatan has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 5 January 2019. Public relation and registration of ICS "Humas dan Pendataan ICS" responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on 5<sup>th</sup> January 2019. All evaluation record was keep in ICS and disseminated as well as communicated to all KUD, KT and smallholder members including third party. ICS Buatan Smallholder has develop the tools "Buku Pintar Petani Plasma" which contain information on the implementation and guidance of best management practice; guidance on OHS requirement and OHS training record; Environmental requirement, guidance and training record. The book is use to help the smallholder member implement the legal requirements according to relevant regulation which evaluated by "Humas dan Pendataan</p>	comply

		ICS".	
2.1.4	A system for tracking any changes in the law shall be available and implemented. - Minor compliance –	<p>Buatan Estate and Mill:            Legal requirement-evaluation and fulfillment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5<sup>th</sup> December 2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. Responsibility of evaluation is EHS Departmenet and Public Relationship (HUMAS).            The company receives information of changes in regulations from a number of sources. This includes company lawyers, Manpower office, Agriculture and Plantation service and Forestry service and others. This is then circulated and cascaded to relevant department within the company, which might affected by these changes.</p> <p>Scheme Smallholder:            Scheme manager will inform the scheme smallholders (cooperative) if there is any a change or amendment in laws and regulations. Scheme manager conduct meetings with the cooperative members to ensure compliance. Last meeting with smallholder scheme conducted on 31 January 2019 attended by KUD management, WKAK (inter-group communication forum), farmer’s group and farmer board. Evidence of meeting was demonstrated during audit.</p>	Comply
<b>Criterion 2.2</b>			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
2.2.1	Documents showing legal ownership or lease, history of land tenure ownership/control, and the actual legal use of the land shall be available. - Major compliance -	<p>Buatan Estate and Mill:            PT. Inti Indosawit Subur – Buatan demonstrate a valid land ownership covering:</p> <ul style="list-style-type: none"> <li>• "Surat Keputusan Hak Guna Usaha" (Land Title), approved by "Menteri Negara Agraria/Kepala BPN No.10/HGU/1993 tentang Pemberian HGU atas nama PT. IIS, atas tanah di Kabupaten Kampar seluas 5,781.47 Ha", dated 13th May 1993.</li> <li>• HGU (Land titles) No.01 Year 1993, dated 19th June 1993 for Buatan Estate (5,781 Ha).</li> <li>• Renewal land title No. 145/HGU/BPN/2004, dated 3rd November 2004. Expired until</li> </ul>	comply

		<p>2058 from Head of BPN (5,781 Ha).</p> <p>Scheme Smallholders: Each smallholder member was able to demonstrate legal ownership of the land. Sample taken:</p> <ul style="list-style-type: none"> <li>• Buku Tanah/kavling No.2887, Hamparan 87, KUD Mitra Usaha; Certificate under name Suntoro, SHM No. 987 for 20,000 m2 dated 3 October 1994; based on a/n "Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, Kepala Kantor Pertanahan Kabupaten Bengkalis as per measurement map dated 3 October 1994. Complemented with map of scale 1:2,500.</li> <li>• Buku Tanah/kavling No. 5044, Hamparan 197, KUD Bina Mulya; Certificate under name Muhzaini and name of registered smallholder as Arif, SHM No. 7838 for 20,000 m2 dated 28 October 1995; based on a/n "Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, Kepala Kantor Pertanahan Kabupaten Bengkalis as per measurement map dated 28 October 1995. Complemented with map of scale 1:5,000.</li> <li>• Buku Tanah/kavling No. 5045, Hamparan 197, KUD Bina Mulya; Certificate under name Budi and name of registered smallholder as Toro, SHM No. 8215 for 20,000 m2 dated 12 November 1998; based on a/n "Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, Kepala Kantor Pertanahan Kabupaten Bengkalis as per measurement map dated 12 November 1998. Complemented with map of scale 1:5,000.</li> </ul>	
2.2.2	<p>Legal boundaries are demonstrated clearly and maintained. - Minor compliance -</p>	<p>Buatan Estate and mill: The company carried out monitoring of legal boundaries every six months, maps of boundaries identified the position of legal boundaries is available refer to the HGU's maps. Boundary monitoring is recorded in "Laporan Pemeriksaan dan Perawatan Patok Batas", the last monitoring was conducted in 14 May 2019. There are 19 legal boundaries along the PT. Inti Indosawit Subur - Buatan. Base on field observation and review of HGU benchmark map "Gambar Penyebaran Batu Batas scale 1:40.000 rev. on June 2009, taken sample of pegs, such as:</p> <ul style="list-style-type: none"> <li>• Pegs no. BPN 10 in blok D91f afdeling VI Buatan Estate, coordinat number: 00 29' 18.4" N; 101 53' 02.8" E</li> <li>• Pegs no. BPN 11 in blok C91e afdeling III Buatan II Estate, coordinat number: 00 27'</li> </ul>	comply

		<p>27.62" N; 101 52' 35.1" E.</p> <ul style="list-style-type: none"> <li>• Pegs no. BPN 14 in blok A91e afdeling I Buatan II Estate, coordinat number: 00 26' 0.45" N; 101 52' 30.23" E.</li> <li>• Pegs no. BPN 19 in blok F88a afdeling VI Buatan Estate, coordinat number: 00 30' 35.8" N; 101 51' 02.0" E</li> </ul> <p>All boundary poles are visible and well maintained. Boundary maintenance was maintain 14 May 2019 and recorded on "Laporan Pemeriksaan Patok Batas PT IIS Buatan".</p> <p>Scheme Smallholders: From all sampled smallholder in KUD Tani Rukun and KUD Mitra Usaha, KUD Bina Mulya and KUD Delima Sakti the legal boundaries are clearly demarcated and maintained. Smallholder member understand their boundary between smallholder plantation blocks. Based on field visit, it was found that legal boundaries are available in place, the existing boundaries is concrete and re-install boundary pegs is made from wood. Boundaries between each plot were in form of staking frond along the border.</p> <p>Stake/Pegs maintenance is carried out in the period January - April 2018 and, such as:</p> <ul style="list-style-type: none"> <li>• KUD Mitra Usaha; on KT 84, 87, 89 dan 159</li> <li>• KUD Tani Rukun; on KT 208, 209 and 212</li> <li>• KUD Bina Mulya; on KT 197, 222, 223, 201 an 200</li> </ul> <p>KUD Delima Sakti (KKPA) was performed maintain of pegs on 6 June 2019 for 19 of pegs.</p> <p>Base on field observation to the farme's kavling, taken sample for several pegs, such as: Farmers Group/Kelompok Tani KT 208, 209 and 212 in SP-7/KUD Tani Rukun covering areas 50 Ha or 25 members of farmer group:</p> <ul style="list-style-type: none"> <li>• Kav. 4669; 00° 30' 38.89" N; 101° 50' 36.75" E.</li> <li>• Kav. 4016; 00° 30' 8.91" N; 101° 55' 8.33" E.</li> </ul> <p>Some stakes/pegs was observed on KUD Delima Sakti-KKPA KU, such as:</p> <ul style="list-style-type: none"> <li>• Peg no. KUD DS 11; 00° 30' 41" N; 101° 54' 15.21" E.</li> <li>• Peg no. KUD DS 12; 00° 27' 30" N; 101° 59' 49.00" E.</li> <li>• Peg no. KUD DS 10; 00° 28' 45" N; 101° 55' 32.00" E.</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Peg no. KUD DS 09; 00° 27' 39" N; 101° 59' 49.00" E.</li> </ul> <p>There was no land conflict or land dispute noted between smallholder members with other parties.</p> <p>Legal boundaries for each sampled smallholder member are maintained:</p> <ul style="list-style-type: none"> <li>• Sumarno/Sukarjo (KUD Tani Rukun/KT119/No.4600), boundary poles GPS <table border="1" data-bbox="857 587 1357 719"> <tr> <td>0° 27' 15.34" N</td> <td>0° 27' 15.044" N</td> </tr> <tr> <td>101° 52' 59.69" E</td> <td>101° 52' 57.67" E</td> </tr> <tr> <td>0° 27' 21.91" N</td> <td>0° 27' 21.63" N</td> </tr> <tr> <td>101° 52' 0.66" E</td> <td>101° 52' 57.76" E</td> </tr> </table> </li> <li>• Sumarno/Sukarjo (KUD Tani Rukun/KT119/No.4560), boundary poles GPS <table border="1" data-bbox="857 786 1357 919"> <tr> <td>0° 27' 28.13" N</td> <td>0° 27' 28.40" N</td> </tr> <tr> <td>101° 52' 55.38" E</td> <td>101° 52' 58.32" E</td> </tr> <tr> <td>0° 27' 21.71" N</td> <td>0° 27' 21.794" N</td> </tr> <tr> <td>101° 52' 55.25" E</td> <td>101° 52' 58.45" E</td> </tr> </table> </li> <li>• Sumarno/Sukarjo (KUD Tani Rukun/KT121/No.4520), boundary poles GPS <table border="1" data-bbox="857 986 1357 1118"> <tr> <td>0° 27' 40.54" N</td> <td>0° 27' 46.06" N</td> </tr> <tr> <td>101° 53' 32.71" E</td> <td>101° 53' 32.87" E</td> </tr> <tr> <td>0° 27' 41.316" N</td> <td>0° 27' 46.24" N</td> </tr> <tr> <td>101° 53' 36.62" E</td> <td>101° 53' 37.18" E</td> </tr> </table> </li> <li>• Sumarno/Sukarjo (KUD Bina Mulya/KT197/No.5044), boundary poles GPS <table border="1" data-bbox="857 1185 1357 1318"> <tr> <td>0° 36' 46.56" N</td> <td>0° 36' 46.67" N</td> </tr> <tr> <td>101° 53' 43.84" E</td> <td>101° 53' 46.31" E</td> </tr> <tr> <td>0° 36' 40.84" N</td> <td>0° 36' 40.56" N</td> </tr> <tr> <td>101° 53' 43.12" E</td> <td>101° 53' 46.77" E</td> </tr> </table> </li> <li>• Sumarno/Sukarjo (KUD Bina Mulya/KT197/No.5209), boundary poles GPS</li> </ul>	0° 27' 15.34" N	0° 27' 15.044" N	101° 52' 59.69" E	101° 52' 57.67" E	0° 27' 21.91" N	0° 27' 21.63" N	101° 52' 0.66" E	101° 52' 57.76" E	0° 27' 28.13" N	0° 27' 28.40" N	101° 52' 55.38" E	101° 52' 58.32" E	0° 27' 21.71" N	0° 27' 21.794" N	101° 52' 55.25" E	101° 52' 58.45" E	0° 27' 40.54" N	0° 27' 46.06" N	101° 53' 32.71" E	101° 53' 32.87" E	0° 27' 41.316" N	0° 27' 46.24" N	101° 53' 36.62" E	101° 53' 37.18" E	0° 36' 46.56" N	0° 36' 46.67" N	101° 53' 43.84" E	101° 53' 46.31" E	0° 36' 40.84" N	0° 36' 40.56" N	101° 53' 43.12" E	101° 53' 46.77" E	
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		0° 36' 27.54" N 101° 53' 53.33" E	0° 36' 27.73" N 101° 53' 56.58" E		
		0° 36' 20.98" N 101° 53' 53.47" E	0° 36' 21.42" N 101° 53' 56.36" E		
2.2.3	In the event that there is a dispute or a dispute has occurred, adequate evidence of legitimate acquisition and compensation or compensation settlement process through conflict resolution which has been received through Free, Prior and Informed Consent by all related parties shall be provided. - Minor compliance -	<p>Buatan Estate and Scheme smallholders: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or legal rights within the company and scheme smallholder's areas.</p> <p>All company plantation and scheme smallholder area have been issued with valid land title in the form of "Hak Guna Usaha/HGU" for company and "Sertifikat Hak Milik" for smallholder.</p> <p>Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052, the boundary markers between smallholder block, as well as boundary markers with neighboring farmer group has been established. There was no land dispute noted.</p>			comply
2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. - Major compliance -	<p>Buatan Estate and Scheme smallholders: Based on interview with surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur or Buatan Smallholder and surrounding community.</p> <p>Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052 .</p> <p>Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052, the boundary markers between smallholder block, as well as boundary markers with neighboring farmer group has been established. There was no land dispute noted.</p>			comply

2.2.5	For any conflict or dispute over the land, the evidence of the extent of disputed area is mapped out in a participatory way with involvement of affected parties (including neighboring communities and local government where applicable), shall be available. - Minor compliance –	Buatan Estate and Scheme smallholders: Based on interview with surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur or Buatan Smallholder and surrounding community.	comply
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations. - Major compliance –	Buatan Estate and Scheme smallholders: Based on interview with surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur or Buatan Smallholder and surrounding community.	comply
<b>Criterion 2.3</b> Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
2.3.1	Maps with appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities). - Major compliance -	Estate and Scheme Smallholders: The Company and scheme smallholders have "Hak Guna Usaha (HGU)"/" Sertifikat Hak Milik (SHM)" Land title for smallholders. There is no customary land or legal rights within the company and scheme smallholdres area as the land originally was allocated as part of transmigration program. Based on documents review and interview with local government and local communities in surrounding of the company, it was noted there was no area/land that is under dispute.  Base on interview with several smallholders/farmers with Farmer Group No. 153 and kavling No.3412, 3462, farmer group no. 208; kavling no. 4177, 4184, farmer group no. 222; kavling no. 4809, 4934, farmer group no. 198; kavling no. 5070, 5052, the boundary markers between smallholder block, as well as boundary markers with neighbouring farmer group has been established. The smallholder block was planted since 1994/1995, whereby government allocated the land. There was no land conflict with customary landowner noted.	comply



2.3.2	Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include: a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation See specific guidance 2.3.2 - Minor compliance -	Buatan Estate and Scheme Smallholder: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or other legal rights within the company areas and in smallholder plantation.	comply
2.3.3	Relevant information shall be available in appropriate forms and languages, including analysis of impacts, proposed benefit sharing, and legal arrangements. - Minor compliance -	Buatan Estate and Scheme Smallholder: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or other legal rights within the company areas and in smallholder plantation.	comply
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel - Major compliance -	Buatan Estate and Scheme Smallholder: Based on stakeholder consultation with communities surrounding the plantation, there has never been social unrest related to presence of occupied land. Good communication between company, smallholder and community, related to FFB harvesting schedule, as explained in RSPO P&C indicator 2.3.2.	comply
<b>Principle 3: Commitment to long-term economic and financial viability</b>			
<b>Criterion 3.1</b>			
<b>There is an implemented management plan that aims to achieve long-term economic and financial viability.</b>			
3.1.1	A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders. - Major compliance-	The company has commit to the economic and financial sustainability and has a documented working plan in the Financial Budget Plan. The company has set up a business management plan for the next 5 years and the forecast have been well documented in the document management plan of PT Inti Indosawit Subur – Buatan II Palm Oil Mill 2019 – 2023.  Management plan was set up including independent FFB suppliers. The management plan include: • FFB Production actual 2018 and projection 2019 – 2023	comply

**RSPO Public Summary Report  
Revision 8 (Mar /2019)**

- CPO and PK production actual 2018 and projection 2019 – 2023
- CPO and PK Revenue actual 2018 and projection 2019 – 2023
- Estate Cost Estimation: Upkeep cost, manuring cost, pest and disease management cost, pruning cost, census cost, terrace maintenance cost, road and bridge maintenance cost, harvesting cost.
- Mill Cost, KCP Cost, Selling cost, Bulking cost and Tax portion actual 2018 and projection 2019 – 2023.
- Nett Profit/Loss

Below are Projection of Buatan II Mill Production:

Description		2020	2021	2022	2023	2024
FFB receiving	KSP	50,196	39,894	43,469	61,035	81,051
	KKPA	31,669	33,656	33,583	33,014	32,210
	Plasma	111,934	93,920	80,905	83,980	91,933
	3 <sup>rd</sup> Party	120,000	120,000	120,000	120,000	120,000
CPO Production	KSP	10,363	8,730	10,193	13,635	17,934
	KKPA	6,318	6,714	6,699	6,585	6,425
	Plasma	21,357	18,095	15,742	16,152	18,002
	3 <sup>rd</sup> Party	22,680	22,680	22,680	22,680	22,680
PK Production	KSP	2,661	2,115	2,305	3,236	4,297
	KKPA	1,679	1,784	1,781	1,750	1,708
	Plasma	5,935	4,980	4,290	4,453	4,874
	3 <sup>rd</sup> Party	6,362	6,362	6,362	6,362	6,362

Note: KSP = Simpang Perak Estate (Ex Buatan Estate Division IV, V, VI and VII)

The existing figures and projection values are reviewed and evaluated annually by the management to adjust the projection with actual performance. In general, the company still have good expectation on the business sustainability, despite recent drought problem.

Below are yield projection of Buatan Estate for period 2019 – 2023:

YOP	Yield (Ton/Ha)

	2019	2020	2021	2022	2023
1988	26.76	-	-	-	-
1989	31.25	-	-	-	-
1990	22.79	27.98	-	-	-
1991	26.95	26.41	25.78	25.26	24.76
2014	23.30	22.84	22.38	21.93	21.49
2015	26.85	26.31	25.78	25.27	24.76
2016	5.40	5.48	5.37	5.26	5.15
2017	-	3.50	7.80	12.30	18.90
2018	-	-	3.50	7.80	12.30
2019	-	-	-	3.50	7.80
2020	-	-	-	-	3.50

Scheme Smallholders:  
Plasma Buatan has also establish longterm management plan under projection of production 2019 - 2022. Consist of:

- Year planted, Number KT/Hamparan (Block), hectarage

1. FFB Production projection
2. FFB Price estimation
3. Total Cost including: Harvesting, Transportation, Pruning, TUS (Chemical weeding), Fertilizer, Road maintenance
4. Nett income

A business plan for the year 2019 is available which incorporating the planned activity such as filed operation, management resources & communication, smallholder technical support programme established.

Below are projection of production from KUD of Buatan Plasma:

KUD	Ha	Estimated							
		2019		2020		2021		2022	
		Ton	Ton/Ha	Ton	Ton/Ha	Ton	Ton/Ha	Ton	Ton/Ha

		<table border="1"> <tr> <td>Tani Rukun</td> <td>958</td> <td>17,600</td> <td>18.37</td> <td>17,248</td> <td>18.00</td> <td>16,903</td> <td>17.64</td> <td>16,565</td> <td>17.29</td> </tr> <tr> <td>Mitra Usaha</td> <td>1200</td> <td>22,767</td> <td>18.97</td> <td>22,311</td> <td>18.59</td> <td>21,865</td> <td>18.22</td> <td>21,428</td> <td>17.86</td> </tr> <tr> <td>Bina Mulia</td> <td>872</td> <td>14,668</td> <td>16.82</td> <td>14,375</td> <td>16.49</td> <td>14,087</td> <td>16.16</td> <td>13,805</td> <td>15.83</td> </tr> </table>	Tani Rukun	958	17,600	18.37	17,248	18.00	16,903	17.64	16,565	17.29	Mitra Usaha	1200	22,767	18.97	22,311	18.59	21,865	18.22	21,428	17.86	Bina Mulia	872	14,668	16.82	14,375	16.49	14,087	16.16	13,805	15.83	
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3.1.2	<p>An annual replanting program projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.</p> <p>- Minor compliance-</p>	<p>PT Inti Indosawit Subur – Buatan Estate has demonstrated the document of an annual replanting program under “Program dan Realisasi Replanting Kebun Buatan tahun 2014-2022”, last review on 15 January 2019.</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Program (Ha)</th> <th>Realisation (Ha)</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>32</td> <td>32</td> </tr> <tr> <td>2015</td> <td>428</td> <td>428</td> </tr> <tr> <td>2016</td> <td>650</td> <td>650</td> </tr> <tr> <td>2017</td> <td>590</td> <td>590</td> </tr> <tr> <td>2018</td> <td>803</td> <td>803</td> </tr> <tr> <td>2019</td> <td>848</td> <td>453 *)</td> </tr> <tr> <td>2020</td> <td>836</td> <td>-</td> </tr> <tr> <td>2021</td> <td>572</td> <td>-</td> </tr> <tr> <td>2022</td> <td>842</td> <td>-</td> </tr> </tbody> </table> <p>Note: *) until June 2019</p> <p>Replanting activity in 2014 - 2018 has been implemented by PT IIS Buatan Estate Afdeling II and III. Replanting realization presented in “Program dan Realisasi Bulanan Replanting”. In 2019, until June replanting activity has been done with area 453 Ha. Total replanting area since 2014 to June 2019 was 2,956 Ha.</p> <p>Replanting has been done mechanically, consist of: falling tree, chipping by excavator, terracing by excavator, digging, road construction, ditch/waterways construction, planting LCC and planting oil palm. Company has established “Ketentuan Replanting areal Mineral” tahun 2016. In the mechanism explained that replanting must be conducted mechanically without burning.</p>	Year	Program (Ha)	Realisation (Ha)	2014	32	32	2015	428	428	2016	650	650	2017	590	590	2018	803	803	2019	848	453 *)	2020	836	-	2021	572	-	2022	842	-	comply
Year	Program (Ha)	Realisation (Ha)																															
2014	32	32																															
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		<p>Scheme Smallholder: The replanting plan was available under "Rencana Pelaksanaan Replanting Kebun Plasma Buatan". Below are replanting program of Buatan Scheme Smallholder:</p> <table border="1"> <thead> <tr> <th rowspan="2">SP</th> <th rowspan="2">KUD</th> <th colspan="9">Replanting Program (Ha)</th> </tr> <tr> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>Mulus Rahayu</td> <td>392</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>II</td> <td>Bhirawa Bhakti</td> <td>-</td> <td>404</td> <td>420</td> <td>176</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>III</td> <td>Bhakti Mandiri</td> <td>562</td> <td>260</td> <td>158</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>IV</td> <td>Jaya Makmur</td> <td>-</td> <td>298</td> <td>338</td> <td>284</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>V</td> <td>Sumber Rezeki</td> <td>-</td> <td>-</td> <td>266</td> <td>240</td> <td>314</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>VI</td> <td>Sejahtera</td> <td>-</td> <td>-</td> <td>-</td> <td>386</td> <td>346</td> <td>146</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>VII</td> <td>Tani Rukun</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>356</td> <td>318</td> <td>280</td> <td>-</td> </tr> <tr> <td>VIII</td> <td>Kebun Sawit Harapan</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>272</td> <td>282</td> <td>246</td> <td>-</td> </tr> <tr> <td>IX</td> <td>Buatan Jaya</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>316</td> <td>344</td> <td>200</td> <td>-</td> </tr> <tr> <td>X</td> <td>Mitra Usaha</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>640</td> <td>358</td> <td>202</td> <td>-</td> <td>-</td> </tr> <tr> <td>XI</td> <td>Makarti Sawit</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>400</td> <td>400</td> </tr> <tr> <td>XII</td> <td>Bina Mulia</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>240</td> <td>632</td> </tr> <tr> <td colspan="2">Grand Total</td> <td>954</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Realisation of replanting has been done in 2016 for 310 Ha. Then, until this month of July 2019, there is no progress for replanting in Buatan Plasma because farmers area still waiting for fund aid from the government. There are dissemination from Manager of Plasma Buatan that explain the objective of replanting, reason for replanting, terms and</p>									SP	KUD	Replanting Program (Ha)									2019	2020	2021	2022	2023	2024	2025	2026	2027	I	Mulus Rahayu	392	-	-	-	-	-	-	-	-	II	Bhirawa Bhakti	-	404	420	176	-	-	-	-	-	III	Bhakti Mandiri	562	260	158	-	-	-	-	-	-	IV	Jaya Makmur	-	298	338	284	-	-	-	-	-	V	Sumber Rezeki	-	-	266	240	314	-	-	-	-	VI	Sejahtera	-	-	-	386	346	146	-	-	-	VII	Tani Rukun	-	-	-	-	-	356	318	280	-	VIII	Kebun Sawit Harapan	-	-	-	-	-	272	282	246	-	IX	Buatan Jaya	-	-	-	-	-	316	344	200	-	X	Mitra Usaha	-	-	-	-	640	358	202	-	-	XI	Makarti Sawit	-	-	-	-	-	-	-	400	400	XII	Bina Mulia	-	-	-	-	-	-	-	240	632	Grand Total		954								
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		<p>conditions, steps of replanting and funding. Evidence seen on "Notulen Sosialisasi Pemantapan Replanting". Dissemination also explain why there is delay in replanting program 2019, due to funding from "Badan Pengelola Dana Perkebunan Kelapa Sawit (BPDPKS)". Dissemination conducted on 13 April 2019 in KUD Bina Mulia, attended by 19 participants; on 11 April 2019 in KUD Mitra Usaha, attended by 19 participants; on 8 April 2019 in KUD Tani Rukun, attended by 19 participants.</p>	
<p>Principle 4: Use of appropriate best practices by growers and millers</p>			
<p>Criterion 4.1</p>			
<p><b>Operating procedures are appropriately documented, consistently implemented and monitored.</b></p>			
<p>4.1.1</p>	<p>Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for mills (reception of FFB to dispatch of CPO and PKO) shall be available.          - Major compliance -</p>	<p>PT Inti Indosawit Subur –has documented and implemented procedures for oil palm plantation from land preparation up to replanting, as follow:</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.01-R4 dated 5 September 2016 Pembibitan (Nursery);</li> <li>• SOP AA-APM-OP-1100.02-R3 10 June 2015 Penanaman Areal Baru (New Planting);</li> <li>• SOP AA-APM-OP-1100.03-R2 24 July 2015 Pembuatan dan Perawatan Jalan dan Jembatan (Road and Bridge construction and maintenance);</li> <li>• SOP AA-APM-OP-1100.04-R3 07/12/2015 Pembuatan dan Pemeliharaan Parit berisi tentang tuntutan teknis pekerjaan pembuatan dan pemeliharaan parit secara sistematis explains culvert/drainage construction and maintenance;</li> <li>• SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air explains Soil &amp; Water Conservation;</li> <li>• SOP AA-APM-OP-1100.06-R6 16/02/2017 Menanam kacang related to Planting cover crops;</li> <li>• SOP AA-APM-OP-1100.07-R6 16/02/2017, Menanam Kelapa Sawit related to Planting;</li> <li>• SOP AA-APM-OP-1100.08-R6 11/05/2016 Pengendalian Gulma or Weed control;</li> <li>• SOP AA-APM-OP-1100.09. R5 5/09/2016 Pemupukan related to Fertilizer application;</li> <li>• SOP AA-APM-OP-1100.10. R6 23/11/2016 Pengendalian Hama dan Penyakit explains Pests &amp; Disease Control;</li> <li>• SOP AA-APM-OP-1100.11. R1 01/02/2009 Pestisida dan Pengendaliannya for pesticide handling;</li> <li>• SOP AA-APM-OP-1100.12. R3 23/11/2016 Kastrasi explains castration (cutting all generative product (male flower, female flower, all fruit, to support vegetative</li> </ul>	<p>comply</p>

		<p>growth) – done 5-6 months before being harvested;</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.13. R3 04/03/2016 Tunas Pokok for pruning;</li> <li>• SOP AA-APM-OP-1100.14. R3 16/02/2017 Sensus dan Identifikasi Pokok explains census and palm identification;</li> <li>• SOP AA-APM-OP-1100.15. R2 01/10/2010 Sensus Produksi related to production census;</li> <li>• SOP AA-APM-OP-1100.16. R1 01/02/2009 Konsolidasi Pohon Tumbang explains provision of support to fallen palm;</li> <li>• SOP AA-APM-OP-1100.17. R1 23/10/2014 Pengelolaan Air related to water management;</li> <li>• SOP AA-APM-OP-1100.18. R3 20/04/2015 Potong Buah related to harvesting;</li> <li>• SOP AA-APM-OP-1100.19. R1 01/02/2009 Pengelolaan Transport explains FFB Transport;</li> <li>• SOP AA-APM-OP-1100.20-R6 16/02/2017 Replanting;</li> </ul> <p>Buatan II POM has documented and implemented procedure related to process of FFB to become CPO and PK, starts from FFB receiving to dispatch of CPO and PK. These procedure available as part of Mill Policy Manual:</p> <ul style="list-style-type: none"> <li>• SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station;</li> <li>• SOP AA-SOP-OP-101.5-R0 Grading</li> <li>• SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer;</li> <li>• SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation;</li> <li>• SOP AA-MPM-OP-1400.05-R1 Stasiun Pengadukan dan Pengempaan for pressing station;</li> <li>• SOP AA-MPM-OP-1400.06-R1 Stasiun Pemurnian for clarification;</li> <li>• SOP AA-MPM-OP-1400.07-R1 Stasiun Pemisahan Nut dan Fiber for nut and fiber separation;</li> <li>• SOP AA-MPM-OP-1400.08-R1 Stasiun Kernel for kernel station;</li> <li>• SOP AA-MPM-OP-1400.09-R1 Stasiun Boiler;</li> <li>• SOP AA-MPM-OP-1400.10-R1 Stasiun Engine Room;</li> <li>• SOP AA-MPM-OP-1400.11-R1 Stasiun Water Treatment;</li> <li>• SOP AA-MPM-OP-1400.12-R1 Laboratorium;</li> </ul>	
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4.1.2	<p>Checking or monitoring of operations procedures is conducted at least once a year.          - Minor compliance -</p>	<p>For checking and monitoring of operations procedures, PT Inti Indosawit Subur has conducted internal audit and visit both in estate and mill:</p> <ol style="list-style-type: none"> <li>1. PT Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R3 10/06/2015. The procedure stated internal audit performed with minimum once a year. Upon finding, management unit shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. The internal audit has been performed once a year as per procedure. The latest Sustainability internal audit was done on 10 – 11 April 2019 by internal auditor HS, RI and ISA. Audit result findings can be demonstrated and and the corrective action has been implemented to addressed issue found during audit.</li> <li>2. R&amp;D Agronomic Visit Report, conducted once a year to check and monitor the implementation of Agronomy best management practices, plantation condition, upkeep mature and immature, fertilizer and agronomic procedure implementation. Last visit performed on 12 April 2019 by Zulkasta Sinuraya based on report No. R&amp;D-AGRO-KBN-APR-2019. Visit findings can be demonstrated and and the corrective action has been implemented to addressed issue found during audit. For examples: growth condition of old oil palm YOP 1990 and 1991 were still satisfying especially on block that applied EFB and POME; growth condition of immature oil palm 2018 were still</li> </ol>	comply



		<p>vary in field, in general plants are green however some of it were pale; these pale plants can be found in terrace and lowland.</p> <ol style="list-style-type: none"> <li>3. R&amp;D P&amp;D Visit conducted once a year to check and monitor implementation of pest and disease control. Last visit conducted on 8 – 9 April 2019 by Tumpal Panjaitan based on report No. R&amp;D-P&amp;D-KSP-APRIL-01-2019. Result of visit as mentioned in report stated that attack of bagworm species <i>Metisa plana</i> and <i>Pteronema pendula</i> were found in sample Block OP 2015 and 2016. Recommendation: continue control with injection of insecticide Asefat dosage 20 g/plant. There is no new attack of <i>Oryctes rhinoceros</i> in all immature area.</li> <li>4. Visiting Agronomy conducted once a year to check and monitoring the implementation of general Agronomy best management practices Estate condition as per procedure, Labor, production and quality, production cost, upkeep of mature and imature palms, harvesting, Nursery, Land clearing and continual improvement. Last visit performed on 29 February to 1 March 2019 by Simon Sihotang based on report No. KSP/VA/FULL 01-19. Issues rise from the visit among others:             <ul style="list-style-type: none"> <li>• Asystasia were grown in some blocks, but well controlled in other blocks. Recommendation: conduct circle spraying 4 rounds/year.</li> <li>• Dead oil palm attacked by <i>Ganoderma</i> and <i>Felinus</i> was still found not uprooted yet. Recommendation: ensure that all dead oil palm are uprooted by digging a hole 2m x 2m x 1m and split into 5 pieces.</li> </ul> </li> <li>5. Visit Engineering (VE) Report performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 17 – 20 June 2019 by TCJ Thomas, however the report is still in progress. It was evident report No. VE-PBD-FULL 01-18. All issue found during visit has been addressed and solved by Buatan II POM. For example: Boiler – Frequent emission of black smoke from boiler stacks due to poor control of boiler operation; Bunch Conveyor – Lack of attention to FFB Conveyor maintenance has overlooked worn wear liners on conveyor tracks resulting in consequent damage to the chain links. Recommendation: Boiler operation and control system must be checked by Mill Assistant; Mill Maintenance Assistant must monitor and keep conveyors in optimum operating conditions.</li> </ol> <p>Based on verification of document internal audit and visit above as well as the company</p>	
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...making excellence a habit.™

		<p>correction and corrective action to the audit result indicated that the organization has well implemented of checking and monitoring of operations procedures.</p> <p>Buatan II POM's operation:          "Laporan Stasiun Sterilizer PMKS Buatan II Bulan Juni 2019", dated 28 June 2019. Sterilizer No.I, started first cycle 11.10-12.35; second cycle 13.05-14.30; third cycle 14.45-16.10; fourth cycle 16.25-17.50; fifth cycle 18.25-19.50; sixth cycle 20.55-22.20; seventh cycle 23.05-00.30; wigth cycle 01.00-02.25.          Sterilizer No.II, first cycle 12.05-13.30; second cycle 13.55-15.20; third cycle 15.35-17.00; fourth cycle 17.25-18.50; fifth cycle 19.30-20.55; sixth cycle 22.05-23.30; seventh cycle 00.10-01.35. Total processing in four (4) sterilizers are 35 cycles; Total lorry processed 210 lorries. Compressor's oil level: sufficient; safety valve test: no issue; sterilizer door locking 76%.</p> <p>"Data Harian Stasiun Press PMKS Buatan I Bulan Juni 2019", dated 28 June 2019. In screw press: monitoring the current for screw press No.1, No.2, No.3.</p> <p>Grading and sortation procedure implementation:          FFB delivery note: "Surat Pengantar TBS KUD Mitra Usaha, KT82 Sumber Rezeki No.14220", dated 2 July 2019. Vehicle code BM8092SG, driver Okip, carrying 404 bunches, planting year 1990/1991.          "Data Pengawasan Mutu TBS KT 82, KUD Mitra Usaha, dated 3 July 2019, vehicle BM8092SG, driver Okip, 404 bunches FFB, sortation result: underripe 0 bunches, ripe 416 bunches (98.11%), overripe 6 bunches (1.5%), empty bunches 2 bunches (0.5%), long stalk 150 bunches – total 424 bunches, deduction 3.6%.          Weighbridge ticket "Tiket Timbangan No.PBDA119107234" dated 3 July 2019, for 205 FFB bunches, nett weight 4,460 kg, FFB source from Simpang Perak Estate, block B91b, planting year 1991 vehicle BM9913TB, RSPO certificate No.RSPO636947.          Form "Mutu Buah Inti PMKS", dated 3 July 2019, block B91b, vehicle BM9913TB, driver Ogot, 205 bunches FFB, sortation result: unripe 1 (0.04%), ripe 202 bunches (98.54%), empty bunches 2 bunches (0.0097%) – total 205 bunches.</p>	
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		<p>Daily Production Report - "Laporan Harian Pabrik", dated 28 February 2019: Total initial FFB stock 261,020 kg; FFB from company-owned estate 154,610 kg; FFB from KKPA 48,160 kg; FFB from scheme smallholder 312,893 kg; FFB from kemitraan 0 kg; FFB from Third party supplier 210,489 kg; Total received FFB certified 531,480 kg; Total received FFB non-certified 210,489 kg;</p> <p>Total FFB processed 721,529 kg; FFB certified fom company-owned estate processed 146,086 kg; FFB certified from KKPA processed 58,328 kg; FFB certified from scheme smallholder processed 344,686 kg; FFB non-certified processed 165,124 kg; Processing hour 12.5 hours; throughput 60.28 ton/hour;</p> <p>Total CPO production 141,280 kg; CPO certified production 108,008 kg; OER FFB certified from company-owned plantation 20.54%; CPO non-certified production 33,272 kg; OER FFB non-certified 19.22%; CPO quality FFA 3.00%, CPO dirt 0.025%.</p> <p>Total PK production 38,620 kg; PK certified production 29,392 kg; OER PK certified 5.35%; PK non-certified production 9,228 kg; OER PK non-certified 5.35%.</p> <p>Throughput information:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB processed (tons)</th> <th>Processing hour</th> <th>Throughput (ton/hour)</th> </tr> </thead> <tbody> <tr> <td colspan="4">2018</td> </tr> <tr> <td>July</td> <td>32,164</td> <td>545</td> <td>59,01</td> </tr> <tr> <td>August</td> <td>34,417</td> <td>594</td> <td>57,94</td> </tr> <tr> <td>September</td> <td>33,939</td> <td>583</td> <td>58,21</td> </tr> <tr> <td>October</td> <td>33,891</td> <td>599</td> <td>56,57</td> </tr> <tr> <td>November</td> <td>27,751</td> <td>475</td> <td>58,42</td> </tr> <tr> <td>December</td> <td>27,022</td> <td>465</td> <td>58,11</td> </tr> <tr> <td>Total</td> <td>189,184</td> <td>3261</td> <td>58,04</td> </tr> <tr> <td colspan="4">2019</td> </tr> <tr> <td>January</td> <td>23,903</td> <td>409</td> <td>58,44</td> </tr> </tbody> </table>	Month	FFB processed (tons)	Processing hour	Throughput (ton/hour)	2018				July	32,164	545	59,01	August	34,417	594	57,94	September	33,939	583	58,21	October	33,891	599	56,57	November	27,751	475	58,42	December	27,022	465	58,11	Total	189,184	3261	58,04	2019				January	23,903	409	58,44	
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February	21,774	396	54,98
March	20,053	346	57,95
April	23,006	406	56,66
May	22,877	390	58,65
Total	111,614	1,947	57,32

Scheme Smallholder:

Regular field inspection to monitor the SOP implementation has been carried out by PT Inti Indosawit Subur, for examples:

1. Head Smallholder visit, conducted each semester to monitor the implementation of best management practice procedure including agronomic practice and kavling condition. For example based on minutes of Head of Smallholder visit dated 11 March 2019. Problem: unripe bunches are not separated from normal bunches. Action plan have been determined by Buatan Scheme Smallholder management, implementation have been monitored.
2. Kavling/Block monitoring and inspection, conducted each month by Plasma management (field assistant) to ensure the block (kavling) condition comply with agronomic standard. Sample seen visit conducted on 22 June 2019. Some issue was raised during inspection on June 2018 such as: condition of circles, interrows, pruning and frond in Kavling 2921, 2925, 2906 and 2868. Management of Kebun Plasma Buatan has taken action to addressed the issue by performing the special treatment for weeds control by apply triclopir chemical for particular weeds.
3. "Monitoring Teguran Lisan", shown that if there is a violation against procedure performed by smallholder member then plasma management will give the verbal warning and sanction to the smallholder member. During 2019 there was 3 warning letter issued to smallholder who violated against procedure.
4. "Monitoring Sortasi Lapangan dan Timbang TPH" FFB quality inspection in member plantation on harvesting process. Performed on each harvesting activity by Mandor of Plasma Buatan and Kerani Buah Plasma Buatan to ensure the FFB quality met with the standard and rejected the unstandardized FFB quality.
5. "Pemeriksaan Mutu TBS Plasma" contain information FFB quality inspection and field

		<p>inspection. Performed by Field Mandor and Kerani in TPH area.</p> <p>6. Fertilizer monitoring performed by Plasma Buatan to ensure the fertilizer application was met with the fertilizer recommendation. To ensure the proper dosage and application, Plasma Buatan provide dose equipment and monitor by field supervisor.</p> <p>7. Pest and disease monitoring and census and control as per procedure. Performed each month by Field Foreman and team.</p>	
4.1.3	<p>Records of monitoring and any follow-up actions shall be available.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and Mill:  Records of monitoring and any follow up actions can be demonstrated during audit, such as:</p> <ol style="list-style-type: none"> <li>1. Sustainability internal audit report, which done on 10 – 11 April 2019 in Buatan Estate. Audit result findings can be demonstrated and the corrective action has been implemented to address issue found during audit.</li> <li>2. Visiting Agronomy report No: KSP/VA/FULL 01-19. Follow up regarding issues and finding during visiting agent presented in "Action plan kunjungan VA Kebun Simpang Perak". All issue and finding has been addressed by PT Inti Indosawit Subur. Progress and evidence of implementation can be demonstrated.</li> <li>3. R&amp;D Agronomic Visit Report, last visit performed on 12 April 2019 by Zulkasta Sinuraya based on report No. R&amp;D-AGRO-KBN-APR-2019. All issue and finding has been addressed PT Inti Indosawit Subur – Buatan Estate.</li> <li>4. R&amp;D P&amp;D Visit conducted once a year to check and monitor implementation of pest and disease control. Last visit conducted on 8 – 9 April 2019 by Tumpal Panjaitan based on report No. R&amp;D-P&amp;D-KSP-APRIL-01-2019. All issue and finding has been addressed PT Inti Indosawit Subur – Simpang Perak Estate.</li> <li>5. Visit Engineering (VE) Report performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 17 – 20 June 2019 by TCJ Thomas, however the report is still in progress. It was evident report No. VE-PBD-FULL 01-18. All issue found during visit has been addressed and solved by Buatan II POM. For example: Boiler – Frequent emission of black smoke from boiler stacks due to poor control of boiler operation; Bunch Conveyor – Lack of attention to FFB Conveyor maintenance has overlooked worn wear liners on conveyor tracks resulting in consequent damage to the chain links. Recommendation: Boiler operation and control system must be checked by Mill Assistant; Mill Maintenance Assistant must</li> </ol>	comply

		<p>monitor and keep conveyors in optimum operating conditions.</p> <ol style="list-style-type: none"> <li>6. Production Performance report, explained the FFB production performance and evaluation as well as determined production target for next year. Evaluation FFB production each block to date June 2019 can be demonstrated.</li> <li>7. Mandor logbook, contain information of daily work monitoring covering: harvesting, spraying, fertilizing, pest and disease census, road and infrastructure maintenance, and others. During audit verified sample of Simpang Perak/Buatan Estate Mandor logbook on behalf Joni Haryanto (Manuring Supervisor), Heriadi (Harvesting Supervisor Division V), Mawardian (Spraying Supervisor Buatan Estate) and M. Tarigan (Nursery Supervisor).</li> <li>8. Asian Agri Connected Plantation Application Record, contain the information result of check and monitoring of harvesting and FFB quality, FFB harvest estimation, block and quality inspection, FFB harvesting quantity, pest and disease census.</li> <li>9. Form "Pemeriksaan Mutu Buah" contain information of FFB quality inspection conducted by Mandor Panen. FFB quality checked in TPH by mandor including: normal FFB, under ripe FFB, over ripe FFB, long stalk, loose fruit, empty fruit bunch. FFB categorized as outspec subjected to penalty for harvester.</li> <li>10. Form "Pemeriksaan ancak" contain information result of harvesting inspection activity to check quality of harvesting as per procedure. For example inspector Heriadi Division V dated 5 July 2019.</li> <li>11. "Buku Penerimaan TBS" contain information of FFB quality inspection conducted by kerani buah.</li> </ol> <p>Internal audit carried out on 8-9 April 2019, using RSPO P&amp;C 2013, INA-NI September 2016. The internal audit report stated no findings.</p> <p>Visiting Engineer report by TCJ Thomas period August 2018. All findings have been followed up.</p> <p>The latest visit on June 2019, however report have not been issued.</p> <p>Scheme Smallholder: Record monitoring and any follow up actions of Plasma Buatan can be demonstrated</p>	
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		<p>during audit, for example:</p> <ol style="list-style-type: none"> <li>1. Head Smallholder visit, conducted each semester to monitor the implementation of best management practice procedure including agronomic practice and kavling condition. For example based on minutes of Head of Smallholder visit dated 11 March 2019. Problem: unripe bunches are not separated from normal bunches. Action plan have been determined by Buatan Scheme Smallholder management, implementation have been monitored.</li> <li>2. Kavling/Block monitoring and inspection, conducted each month by Plasma management (field assistant) to ensure the block (kavling) condition comply with agronomic standard. Sample seen visit conducted on 22 June 2019. Some issue was raised during inspection on June 2018 such as: condition of circles, interrows, pruning and frond in Kavling 2921, 2925, 2906 and 2868. Management of Kebun Plasma Buatan has taken action to addressed the issue by performing the special treatment for weeds control by apply triclopir chemical for particular weeds.</li> <li>3. "Monitoring teguran lisan", shown that if there is a violation against procedure performed by smallholder member then plasma management will give the verbal warning and sanction to the smallholder member. During 2019 there was 3 warning letter issued to smallholder who violated against procedure.</li> <li>4. "Monitoring Sortasi Lapangan dan Timbang TPH" FFB quality inspection in member plantation on harvesting process. Performed on each harvesting activity by Mandor of Plasma Buatan and Kerani Buah Plasma Buatan to ensure the FFB quality met with the standard and rejected the unstandardized FFB quality.</li> <li>5. "Pemeriksaan Mutu TBS Plasma" contain information FFB quality inspection and field inspection. Performed by Field Mandor and Kerani in TPH area.</li> <li>6. Fertilizer monitoring performed by Plasma Buatan to ensure the fertilizer application was met with the fertilizer recommendation. To ensure the proper dosage and application, Plasma Buatan provide dose equipment and monitor by field supervisor.</li> <li>7. Pest and disease monitoring and census and control as per procedure. Performed each month by Field Foreman and team.</li> </ol>	
4.1.4	Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available.	PT. Inti Indosawit Subur – Buatan II POM has a policy related to purchase of non-certified FFB under "Kebijakan Perusahaan", dated 1 December 2014. Point 17 stated "Melakukan komunikasi dan evaluasi kepada pihak ketiga terkait asal penerimaan TBS dari lahan yang	comply

	<p>- Major compliance -</p>	<p>legalitasnya dapat dibuktikan, tidak ada pembakaran untuk pembukaan areal baru maupun peremajaan (replanting), tidak melakukan pembukaan areal gambut setelah September 2014, tidak terdapat konflik lahan dan tidak mempekerjakan anak-anak dalam pengelolaannya” – To communicate and evaluate third party related to purchase of FFB from legally demonstrable area, no burning for new development or replanting, no new development in peat area after September 2014, no land conflict and not employing children in the process”.</p> <p>There are several FFB suppliers which registered as third party FFB supplier of Buatan II POM in period July 2018 – June 2019 as listed below. FFB received from third party recorded each day in “Laporan Harian Pabrik” and reported each month in “Laporan Unit Pabrik”. Names of third party suppliers are: CV. Karya Bersama/PBD-A, CV. Karya Bersama/PBD-B, CV. Putra Kembar Sentosa PBD-C, Asosiasi Petani Sawit Swadaya Berkah Makmur Bersama.</p> <p>PT. Inti Indosawit Subur – Buatan II POM has a procedure to communicate and evaluate the source of third party FFB (non-certified) as on “SOP Pembelian TBS Luar No.AA- MM-506.1-R3) dated 19 December 2018. The objective of the procedure was to ensure third party FFB sourced from non-forest area, completed with legal ownership of the land. The procedure consist of various steps: to check supporting document from supplier (delivery order, declaration, plantation block maps); compare the plantation location map/coordinate against the legal documents; verification team will compare the plantation location map against the spatial mapping; conduct field verification to the source of FFB (oil palm plantation belong to farmer), randomly selected samples; verification team will prepare database, prepare the list the complying suppliers. Supply of FFB from area which legally contested or coming from protected forest, forest area, conservation area – will be rejected.</p> <p>The third party FFB supplier has signed documented statement and guarantee - "Pernyataan dan Jaminan", as a supplier of FFB. The documents stipulated:</p> <ul style="list-style-type: none"> <li>• Farmer group willingly provide GPS coordinate on the source of FFB plantation/location;</li> <li>• FFB supplied does not originate from unauthorized areas, such as forest area or area prohibited to be planted with oil palm, not limited to:</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Protected Forest Area – Tesso Nilo National Park, Bukit Tiga Puluh National Park, Bukit Kusuma National Park;</li> <li>• Industrial Forest Area;</li> <li>• Production Forest Area – including “Hutan Produksi Tetap (HP)”, “Hutan Produksi Terbatas (HPT)”, Hutan Produksi Konversi (HPK)”;</li> <li>• Conservation Area;</li> <li>• The FFB supplied not from Scheme Smallholder of PT. Inti Indosawit Subur;</li> <li>• The FFB supplied not from rejected FFB out of PT. Inti Indosawit Subur;</li> <li>• The FFB supplied does not originated from from stealing and/or obtained by violating laws.</li> <li>• The FFB supplied does not orginated from new planting which converting forest land and/or peat land after September 2014;</li> <li>• The FFB supplied does not originated from conflicted/disputed land;</li> <li>• The supplier does not conduct land burning during land preparation and replanting;</li> <li>• The supplier does not employed children under 18 years old; the supplier pays the worker in accordance to provincial or regency minimum wage;</li> </ul> <p>Record verified:</p> <ul style="list-style-type: none"> <li>• “Pernyataan dan Jaminan” signed by Mr. Djon Rinaldi for CV. Karya Bersama, dated 24 December 2014.</li> <li>• “Pernyataan dan Jaminan” signed by Mr. Rudyman from collector CV. Putra Kembar Sentosa, dated 18 January 2016. The area covers 1,000 Ha – located in Pelalawan Regency; oil palm planted 2001/2002;</li> <li>• “Pernyataan dan Jaminan” signed by Mr. Kasimin from independent smallholder Asosiasi Petani Sawit Swadaya Berkah Makmur Bersama, dated 13 March 2017.</li> </ul> <p>“Daftar Kebun CV. Karya Bersama/PBD-A”, verified FFB plantation consist of 19 plots in Buatn Baru Village, total 492 Ha, completed with name of owners, hectarage, GPS coordinates, address and land status (APL). Sample: Munir; address Buatn Baru village; hectare area 12 Ha; GPS: 0<sup>0</sup> 31’ 48.91” N and 101<sup>0</sup> 53’ 53.94”E; status APL (non forest). Name: Kirun; address Buatn Baru village; hectare area 24 Ha; GPS: 00<sup>0</sup> 27’ 38.50” N and 101<sup>0</sup> 54’ 0.57” E; status APL (non forest);</p>	
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		<p>Company provide map defining the location of third-party FFB suppliers – overlaid against the forest area map based on “Keputusan Menteri Kehutanan Republik Indonesia SK.7651/Menhut-VII/KUH/2011 tentang Peta Kawasan Hutan di Provinsi Riau” dated 30 December 2011. It was evident, the location of third-party FFB supplier CV. Karya Bersama-PBD A are outside protected forest area, outside production forest area, outside industrial forest area, outside conservation area.</p> <p>“Rekapitulasi Jumlah Petani Asosiasi Petani Swadaya Berkah Makmur Bersama”, verified FFB plantation consist of 17 smallholder group/kelompok tani with total 330 farmer plots in Kampung Baru Village, Sei Minai Village and Rimba Cempedak Village, total 1,339 Ha, completed with name of owners, hectarage, GPS coordinates, address and land status (APL). Sample: Kelompok Tani Sumber Rejeki (54 Ha, planting year 1999): Sarbaini; address Kampung Baru village; hectare area 20 Ha; UTM: 808970 N and 54963 E; status APL (non forest). Kelompok Tani Manatahan (59 Ha, planting year 1998): Bahari; address Kampung Baru village; hectare area 12 Ha; UTM: 808494 N and 54890 E; status APL (non forest). Kelompok Tani Mekar Sari (65 Ha, planting year 1997): Ka’ban; address Kampung Baru village; hectare area 25 Ha; UTM: 805806 N and 54434 E; status APL (non forest).</p> <p>Company provide map defining the location of third-party FFB suppliers – overlaid against the forest area map based on “Keputusan Menteri Kehutanan Republik Indonesia SK.314/MENLHK/SETJEN/PLA.2/4/2016 tentang Perubahan Peruntukan Kawasan Hutan Menjadi Bukan Kawasan Hutan Seluas ±66,125 Ha di Provinsi Riau”, dated 20 April 2016. Based on overlaid maps, the location of third-party FFB supplier Berkah Makmur Bersama member’s located outside protected forest area, outside production forest area, outside industrial forest area, outside conservation area.</p> <p>Record of FFB from third parties in 2018 (tons):</p> <table border="1"> <thead> <tr> <th>Third party FFB supplier</th> <th>July</th> <th>Aug</th> <th>Sept</th> <th>Oct</th> <th>Nov</th> <th>Dec</th> </tr> </thead> <tbody> <tr> <td>CV Karya Bersama/PBD-A</td> <td>6,079.28</td> <td>6,252.92</td> <td>5,353.40</td> <td>4,900.97</td> <td>1,872.68</td> <td>2,314.31</td> </tr> <tr> <td>CV Karya Bersama/PBD-</td> <td>3,968.70</td> <td>4,710.37</td> <td>4,452.88</td> <td>4,074.03</td> <td>1,752.91</td> <td>1,707.86</td> </tr> </tbody> </table>	Third party FFB supplier	July	Aug	Sept	Oct	Nov	Dec	CV Karya Bersama/PBD-A	6,079.28	6,252.92	5,353.40	4,900.97	1,872.68	2,314.31	CV Karya Bersama/PBD-	3,968.70	4,710.37	4,452.88	4,074.03	1,752.91	1,707.86	
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<p><b>Criterion 4.2</b>  Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.</p>																																																														
4.2.1	<p>A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available.</p> <p>- Major compliance -</p>	<p>Implementation of SOP related soil fertility were available on record "Rekomendasi dan realisasi Pemupukan Kelapa Sawit Kebun Simpang Perak 2019". Fertilizer application is not applied in YOP 1990 and 1991 due to on progress for replanting in 2019, whilst for immature plant, the recommendation are following SOP. Fertilizer application performed each year by company to fulfil palm oil nutrition needs. Fertilizer application was made according to leaf sampling analysis and soil sampling analysis.</p> <p>Document "Rekomendasi Pemupukan Tahun 2019" issued by Head Office Medan in December 2018, consist dosage, time and technique of fertilizer application, including administration of recording. In general, schedule for fertilizer application are: Urea/ZA in February, May and June; MOP/KCl in February and July; Rock Phosphate/TSP in June;</p>	comply																																																											

		<p>Kieserite/Dolomite in January and August; HGFB in April/May; CuEDTA in March; ZnEDTA in May.</p>	
<p>4.2.2</p>	<p>Records of fertilizer inputs shall be available. - Minor compliance -</p>	<p>Recommendation and realization of fertilizer application Simpang Perak Estate since January – June 2019 are well recorded, e.g.:</p> <ol style="list-style-type: none"> <li>1. Division IV, Block D16a has applied 10,733 kg of Hi-Kay on 8 Feb 2019, dosage 2.5 kg/palm; 3,398 kg of Rock Phosphate on 12 March 2019, dosage 1.0 kg/palm; 8,474 kg of MOP on 8 March 2019, dosage 2.25 kg/palm; 603,440 kg of EFB.</li> <li>2. Division I, Block D15j has applied 14,407 kg of ZA on 2 March 2019, dosage 2.75 kg/palm; 9,168 kg of MOP on 8 April 2019, dosage 1.75 kg/palm; 9,168 kg of Kieserite, dosage 1.75 kg/palm; 786 kg of HGFB, dosage 0.15 kg/palm; 1,988,300 kg of EFB.</li> </ol> <p>Scheme Smallholder: Plasma Buatan has develop procedure maintain soil fertility "Fertilizing procedure SOP AA-Plasma-PP-KS-03". Record of SOP implementation to maintain soil fertility presented in:</p> <ol style="list-style-type: none"> <li>1. "Rekomendasi Pemupukan tahun 2019" contain information of fertilizer recommendation and application. To ensure the proper dosage and application, Plasma Buatan provide dose equipment and monitor by field supervisor.</li> <li>2. "Monitoring Pemupukan Petani Plasma", contain a volume applied for each kind of fertilizer in each member. For example in KUD Tani Rukun, KT 118, Kavling 4586: ZA applied 382 kg (1.49 kg/plant) in February 2019; MOP applied 386 kg (1.51 kg/plant) in March 2019; Rock Phosphate applied 382 kg (1.49 kg/plant) in June 2019; Dolomite applied 382 kg (1.49 kg/plant) in April 2019 and HGFB applied 25 kg (0.10 kg/plant) in May 2019.</li> </ol>	<p>comply</p>

		<p>3. "Monitoring Pemupukan Petani Plasma", contain a volume applied for each kind of fertilizer in each member. For example in KUD Mitra Usaha, KT 79, Kavling 2751: ZA applied 385 kg (1.50 kg/plant) in February 2019; MOP applied 385 kg (1.50 kg/plant) in March 2019; Rock Phosphate applied 385 kg (1.50 kg/plant) in June 2019; Dolomite applied 385 kg (1.50 kg/plant) in April 2019 and HGFB applied 25 kg (0.10 kg/plant) in May 2019.</p> <p>4. "Surat Perjanjian Kerja Sama Pengadaan Pupuk Kebun Plasma Buatan No. 08/SPK/KLB/I/2019 dated 8 January 2019, between PT Inti Indosawit Subur and KUD Mitra Usaha. Contain information:</p> <table border="1" data-bbox="857 651 1865 922"> <thead> <tr> <th rowspan="2">Fertilizer Type</th> <th colspan="3">Volume (kg)</th> <th colspan="2">Price</th> </tr> <tr> <th>Semester I</th> <th>Semester II</th> <th>Total</th> <th>Per kg</th> <th>Per sack</th> </tr> </thead> <tbody> <tr> <td>ZA</td> <td>230,300</td> <td>155,100</td> <td>385,400</td> <td>2,862</td> <td>143,110</td> </tr> <tr> <td>MOP</td> <td>230,800</td> <td>200,850</td> <td>431,650</td> <td>5,573</td> <td>278,630</td> </tr> <tr> <td>Rock Phosphate</td> <td>236,800</td> <td>-</td> <td>236,800</td> <td>1,392</td> <td>69,575</td> </tr> <tr> <td>Dolomite</td> <td>170,300</td> <td>-</td> <td>170,300</td> <td>845</td> <td>42,240</td> </tr> <tr> <td>Kieserite</td> <td>40,250</td> <td>-</td> <td>40,250</td> <td>3,044</td> <td>152,185</td> </tr> <tr> <td>HGFB</td> <td>15,125</td> <td>-</td> <td>15,125</td> <td>10,192</td> <td>254,788</td> </tr> </tbody> </table>	Fertilizer Type	Volume (kg)			Price		Semester I	Semester II	Total	Per kg	Per sack	ZA	230,300	155,100	385,400	2,862	143,110	MOP	230,800	200,850	431,650	5,573	278,630	Rock Phosphate	236,800	-	236,800	1,392	69,575	Dolomite	170,300	-	170,300	845	42,240	Kieserite	40,250	-	40,250	3,044	152,185	HGFB	15,125	-	15,125	10,192	254,788	
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4.2.3	<p>Records of periodical leaf, soil and visual analysis shall be available.            - Minor compliance -</p>	<p>Simpang Perak/Buatan Estate:            Leaf sampling analysis conducted each year by Asian Agri Group Research and Development Centre PT Nusa Pusaka Kencana Analytical &amp; QC Laboratory. Latest analysis conducted on April 2019. Leaf Sampling Analysis report 2019 was available in "Foliar Analysis Report":</p> <ol style="list-style-type: none"> <li>1. Ref. No. 112/INT/R&amp;D/MEI/L/19, issue date 22/05/19, with total sample 26 samples, Division I. Analysis result sample Lab. Ref. 19L06988; Block A15a; YOP 2015; frond 17; (UOM: % on DM) 6.56% Ash; 2.92% N; 0.184% P; 1.19% K; 0.33% Mg; 0.72% Ca; 23 ppm B.</li> <li>2. Ref. No. 112/INT/R&amp;D/MEI/L/19, issue date 22/05/19, with total sample 23 samples, Division IV. Analysis result sample Lab. Ref. 19L07040; Block D16a; YOP 2016; frond 17; (UOM: % on DM) 5.97% Ash; 2.86% N; 0.179 P; 1.12% K.; 0.34% Mg; 0.69% Ca; 30 ppm B.</li> </ol> <p>Soil sampling analysis was conducted once in five years by Reasearch and Development</p>	comply																																															

		<p>Asian Agri Group. Latest soil sampling analysis performed in 12 September 2016. Analysis result has been issued in September 2015.          Leaf Sampling Analysis report and Soil sampling Analysis 2019 was used for Fertilizer input recommendation 2020.</p> <p>Scheme Smallholder:          The Plasma Buatan management has conducts periodic tissue sampling each year. Leaf sampling analysis performed by Research and Development Laboratory PT Nusa Pusaka Kencana.</p> <p>Record seen:</p> <ol style="list-style-type: none"> <li>1. Foliar Analysis Result, Ref No.137/INT/R&amp;D/JUL/L/18 dated 21 July 2018, number of samples 25 + 12 samples. Analysis result sample Lab. Ref. 17L07442; Block 185; YOP 1992; frond 17<sup>th</sup>; (UOM: % on DM) 6.51% Ash; 2.55% N; 0.158% P; 0.96% K; 0.22% Mg; 0.67% Ca; 16 ppm B.</li> <li>2. Soil Analysis Result, ref No. 011/RD-INT/S/MEI/15 dated 12 May 2015, number of samples 25 samples. Analysis result sample Lab. Ref. 15S0718; Hamparan 4 KLB; YOP 1989; depth 0 - 10; 34% coarse sand; 28% fine sand; 7% silt; 31% clay; 0.25% N; 3.42% C; 14.18 CEC; 0.99 Ca; 0.21 Mg; 0.08 K.</li> </ol>	
4.2.4	<p>A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting.          - Minor compliance -</p>	<p>Simpang Perak/Buatan Estate:          The company has nutrient recycling strategy with applied EFB, solid and POME to increase soil fertility.</p> <p>EFB application are recorded in "Data Aplikasi Tabur EFB". Based on the record, sample of EFB application in 2019 are as follows:</p> <ul style="list-style-type: none"> <li>• Division I, Block A15a, planned in February 1,483 ton; application in January 204 ton, in February 416 ton, in March 105 ton, total 725 ton.</li> <li>• Division IV, Block D16a, planned in February 335 ton; application in May 521 ton, in June 82 ton, total 603 ton.</li> </ul> <p>Company has obtained permit for land application to use the waste water from mill as organic fertilizer for palm oil plantation.</p>	comply

		<p>POME application was applied in Division IV, planned in March 7,541 m<sup>3</sup> (49 Ha) and June 9,143 m<sup>3</sup> (49 Ha); Application in March 7,460 m<sup>3</sup> (30 Ha), in April 8,066 m<sup>3</sup> (22 Ha), May 8,372 m<sup>3</sup> (28 Ha), in June 6,724 m<sup>3</sup> (24 Ha).</p> <p>Scheme Smallholder:          KUD Mitra Usaha, KUD Tani Rukun and KUD Bina Mulia Smallholder does not applied EFB and POME to oil palm blocks.          Smallholder only relies on organic matter from decaying palm fronds.</p>	
<p><b>Criterion 4.3</b>          Practices minimise and control erosion and degradation of soils.</p>			
<p>4.3.1</p>	<p>Maps of any fragile soils shall be available.          - Major compliance -</p>	<p>Simpang Perak/Buatan Estate:          Simpang Perak Estate is used to be Buatan Estate Division 4 – 7. Soil Analysis in PT Inti Indosawit Subur – Buatan Estate carried out in October – December 2008. Reported under “Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Buatan”. Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium.          Soil map scale 1:20,000 available, from semi- detailed soil survey 2008 by R&amp;D Asian Agri. The predominant soil type identified in Division IV, V and VI Buatan Estate composed of Typic dystrodepts (dominant), Typic kandiodults, Typic Endoaquults, Typic endoaquepts.          Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%, 8-15%, 15-30% and &gt;30%. The data and field information from semi-detailed soil survey 2008 by R&amp;D Asian Agri.          Soil suitability: S2 2,656 Ha (47.2%) with limiting factor of low natural fertility; S3 2,050 Ha (36.4%) with limiting factor of topographic condition; N1 (not suitable) 925 Ha (16.4%) with limiting factor of slope more than 30% and sandy soil with rapid drainage.</p> <p>Scheme Smallholder:          The soil map for all individual member was available at Plasma Buatan office and KUD office with scale 1:50,000. There are 4 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p>	<p>comply</p>

		<p>1. Typic Dystrudepts                  2. Typic Endoaquepts                  3. Typic Endoaquults                  4. Typic Kandiudults</p> <p>Soil map and soil survey result recorded in "Laporan Survei Tanah Tinjau Kebun Plasma Buatan".</p>	
4.3.2	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).                  - Minor compliance -</p>	<p>Simpang Perak/Buatan Estate:                  Management strategy for plantings on slopes has been implemented by organization. In procedure no. AA-SOP-OP-1100-05.R1 "Konservasi Tanah dan Air" has determined strategy control erosion particular in slope area, such as: 0 – 5°, 6 – 12°, 13 – 20°, and more than 20°. The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce erosion.                  In the sloping area ≥ 13° company has made terracing before planting. Terracing made recorded in "Program dan realisasi harian replanting". Until June 2019, Buatan Estate Afdeling III has made 657,973 m of terrace. During field visit indicated that company has made the terrace according to the procedure.</p> <p>Scheme Smallholder:                  Management strategy for plantings on slopes has been implemented by plasma management refer to PT Inti Indosawit Subur Procedure. In procedure no. AA-SOP-OP-1100-05.R1 "Konservasi Tanah dan Air" has determined strategy control erosion particular in slope area, such as: 0 – 5°, 6 – 12°, 13 – 20°, and above 20°. The Plasma Buatan has applied silt pit, "L" shape stacking frond and terracing in slope area to reduce erosion. During field observation to farmer plot area, "L" shape stacking were implemented.</p>	comply
4.3.3	<p>A road maintenance program shall be in place.                  - Minor compliance –</p>	<p>Simpang Perak/Buatan Estate:                  Road maintenance program and progress was made and recorded in "Program dan Realisasi Prasarana Jalan Manual, Grading Jalan dan Pengerasan Jalan 2019". Realization of manual road maintenance since January to June 2019 was 389,820 m, consist of 53,976 m Main Road and 335,844 m Collection Road.                  Road Grading using Motor Grader since January to June 2019 was 312,500 m. During field</p>	comply



		<p>audit indicated that road condition are well maintained.</p> <p>Scheme Smallholder: Roads are maintained by Buatan Plasma Management under PT Inti Indosawit Subur. The Plasma Buatan management established maps for all farmers that clearly marks on FFB evacuation route and conducted the participatory meetings with members to established how road are maintained. During this assessment, the roads have been established before and no new road was being developed. Road maintenance programme and realisation are recorded in document as follows: 3. "Monitoring Rencana dan Perbaikan Jalan" Road maintenance program and realization in KUD Mitra Usaha for year 2019 are 16,258 m, and realization are 10,138 m. 1. "Monitoring Rencana dan Perbaikan Jalan" Road maintenance program and realization in KUD Tani Rukun for year 2019 are 7,865 m, and realization are 5,261 m. 2. "Monitoring Rencana dan Perbaikan Jalan" Road maintenance program and realization in KUD Bina Mulia for year 2019 are 5,952 m, and realization are 6,132 m.</p> <p>Evidence of road maintenance and repairing can be demonstrated. Based on interview with farmer members, the smallholder explained that they have monthly deduction, coordinated by KT for road maintenance cost. Based on field visit to KUD Mitra Usaha, KUD Tani Rukun and KUD Bina Mulia, the road is in fair condition.</p>	
4.3.4	<p>Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Major compliance –</p>	<p>Simpang Perak/Buatan Estate: Simpang Perak Estate is used to be Buatan Estate Division 4 – 7. PT Inti Indosawit Subur – Buatan Estate conducted coordination with R &amp; D department to performed re-analysis of soil in Buatan Estate area to determine whether peat soil is still existed. Soil Analysis carried out by R &amp; D on December 2008 in Buatan Estate. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Buatan". Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium. There is no peat soil identified in Buatan Estate according to the latest soil analysis by R &amp; D Asian Agri. Soil map scale 1:20,000 are available, from semi-detailed soil survey 2008 by R&amp;D Asian</p>	comply

		<p>Agri. The predominant soil type identified in Buatan Estate composed of:</p> <ul style="list-style-type: none"> <li>• Typic Distrudepts 4,040 ha</li> <li>• Typic Endoaquents 140 ha</li> <li>• Typic Endoaquepts 515 ha</li> <li>• Typic Endoaquults 290 ha</li> <li>• Typic Kandiudults 621 ha</li> <li>• Typic Udipsaments 25 ha</li> <li>• Total 5,361 ha</li> </ul> <p>Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%, 8-15%, 15-30% and &gt;30%. The data and field information from semi-detailed soil survey 2017 by R&amp;D Asian Agri. Soil suitability: S2 2,656 Ha (47.2%) with limiting factor of low natural fertility; S3 2,050 Ha (36.4%) with limiting factor of topographic condition; N1 (not suitable) 925 Ha (16.4%) with limiting factor of slope more than 30% and sandy soil with rapid drainage. Therefore, the subsidence minimizing of peat soils was not applicable for Buatan Estate.</p> <p>KKPA: Whole KKPA area is peatland, PT Inti Indosawit Subur has performed monitoring and minimizing subsidence of peat soils. The organization has several map and documentation of monitoring peat subsidence. Record seen: "Peta Subsiden" (map of subsidence pole), "Peta Pemantauan Muka Air Tanah" (map of piezometer), "Peta Water Level" (map of water level pole), "Peta Drain Blok" (map of block drain), "Rekapitulasi Pengukuran Level Subsistensi Lahan", "Laporan Pemantauan Muka Air Tanah" and "Pengukuran Air Tanah Dangkal".</p> <p>A field observation conducted to water level pole #45 at Block H03n, the scale is pointing at 48 cm; peat subsidence pole at Block H03m, the scale is pointing at 10 cm from the first installation in 2012; piezometer at Block G01d, the scale is pointing at 62 cm. Monitoring record were available for water level and piezometer performed twice in a month, whilst peat subsidence monitored in twice in a year.</p> <p>Scheme Smallholder: Based on soil map of Kebun Plasma Buatan, issued by Asian Agri Research and</p>	
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		<p>Development Centre Tebing Tinggi – Sumatera Utara, that include in “Laporan Survei Tanah Tinjau Kebun Plasma Buatan” there was no peat soil in Kebun Plasma Buatan. There are 4 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ol style="list-style-type: none"> <li>1. Typic Dystrudepts</li> <li>2. Typic Endoaquepts</li> <li>3. Typic Endoaquults</li> <li>4. Typic Kandiudults.</li> </ol> <p>For peat area in KUD Bina Mulia, the management of Plasma Buatan has installed peat subsidence pole at KT 191, 194, 197, 200, 217, 218 and 219. Peat subsidence monitoring are performed based on Work Instructions (WI) related to monitoring of peat subsidence level, 1 September 2018. Work instructions contain instructions for field officers to monitor peat subsidence by monitoring subsidence poles every 6 months. SOP water management of peat area and work instructions for monitoring peat subsidence have been disseminated to the foreman/subsidence monitoring field officer on 27 September 2018.</p> <p>Peat subsidence level were monitored each semester by field assistant. Evidence of monitoring can be demonstrated. In 2018, the company has repaired and installed new subsidence poles in SP 12: KT 231, 199, 219, 197. Maps and coordinate points of subsidence poles can be shown. During the field visit it can be proven that subsidence poles installation is in accordance with the water management procedure in the peat soil area.</p> <p>Monitoring of peat subsidence has been carried out by Plasma Buatan since June 2018, continue to December 2018 and June 2019. Initial conditions of peat decline = 0 cm with good poles condition. Peat subsidence read in June 2019 are KT 231 = 1.5 cm; KT 199 = 1.5 cm; KT 219 = 1.5 cm and KT 197 = 2 cm. Subsidence measuring poles have been verified and reviewed by field assistants and known by the Plasma Buatan Manager.</p>	
4.3.5	<p>Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing.</p> <p>- Minor compliance –</p>	<p>Simpang Perak/Buatan Estate:  Simpang Perak Estate is used to be Buatan Estate Division 4 – 7. PT Inti Indosawit Subur – Buatan Estate conducted coordination with R &amp; D department to performed re-analysis of soil in Buatan Estate area to determine whether peat soil is still existed.  Soil Analysis carried out by R &amp; D on December 2008 in Buatan Estate. Reported under</p>	comply

		<p>“Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Buatan”. Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium. There is no peat soil identified in Buatan Estate according to the latest soil analysis by R &amp; D Asian Agri. Soil map scale 1:20,000 are available, from semi-detailed soil survey 2008 by R&amp;D Asian Agri. The predominant soil type identified in Buatan Estate composed of:</p> <ul style="list-style-type: none"> <li>• Typic Distrudepts 4,040 ha</li> <li>• Typic Endoaquents 140 ha</li> <li>• Typic Endoaquepts 515 ha</li> <li>• Typic Endoaquults 290 ha</li> <li>• Typic Kandiudults 621 ha</li> <li>• Typic Udipsaments 25 ha</li> <li>• Total 5,361 ha</li> </ul> <p>Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%, 8-15%, 15-30% and &gt;30%. The data and field information from semi-detailed soil survey 2017 by R&amp;D Asian Agri. Soil suitability: S2 2,656 Ha (47.2%) with limiting factor of low natural fertility; S3 2,050 Ha (36.4%) with limiting factor of topographic condition; N1 (not suitable) 925 Ha (16.4%) with limiting factor of slope more than 30% and sandy soil with rapid drainage. Therefore, drainability assessment of peat soils was not applicable for Buatan Estate.</p> <p><b>KKPA:</b> Whole KKPA area is peatland, PT Inti Indosawit Subur has performed monitoring and minimizing subsidence of peat soils. The organization has several map and documentation of monitoring peat subsidence. Record seen: “Peta Subsiden” (map of subsidence pole), “Peta Pemantauan Muka Air Tanah” (map of piezometer), “Peta Water Level” (map of water level pole), “Peta Drain Blok” (map of block drain), “Rekapitulasi Pengukuran Level Subsistensi Lahan”, “Laporan Pemantauan Muka Air Tanah” and “Pengukuran Air Tanah Dangkal”.</p> <p>A field observation conducted to water level pole #45 at Block H03n, the scale is pointing at 48 cm; peat subsidence pole at Block H03m, the scale is pointing at 10 cm from the first</p>	
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		<p>installation in 2012; piezometer at Block G01d, the scale is pointing at 62 cm. Monitoring record were available for water level and piezometer performed twice in a month, whilst peat subsidence monitored in twice in a year.</p> <p>Scheme Smallholder: Based on soil map of Kebun Plasma Buatan, issued by Asian Agri Research and Development Centre Tebing Tinggi – Sumatera Utara, that include in "Laporan Survei Tanah Tinjau Kebun Plasma Buatan" there was no peat soil in Kebun Plasma Buatan. There are 4 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ol style="list-style-type: none"> <li>1. Typic Dystrudepts</li> <li>2. Typic Endoaquepts</li> <li>3. Typic Endoaquults</li> <li>4. Typic Kandiudults.</li> </ol>	
4.3.6	<p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –</p>	<p>Simpang Perak/Buatan Estate: Simpang Perak Estate is used to be Buatan Estate Division 4 – 7. Based on soil analysis, there is no other fragile and problem soils in PT Inti Indosawit Subur Simpang Perak Estate (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>Scheme Smallholder: Based on soil map of Kebun Plasma Buatan, issued by Asian Agri Research and Development Centre Tebing Tinggi – Sumatera Utara, that include in "Laporan Survei Tanah Tinjau Kebun Plasma Buatan" there was no other fragile and problem soil in Kebun Plasma Buatan. There are 4 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ol style="list-style-type: none"> <li>1. Typic Dystrudepts</li> <li>2. Typic Endoaquepts</li> <li>3. Typic Endoaquults</li> <li>4. Typic Kandiudults.</li> </ol>	comply
<p>Criterion 4.4 <b>Practices maintain the quality and availability of surface and groundwater</b></p>			

<p>4.4.1</p>	<p>An implemented water management plan shall be in place.          - Minor compliance -</p>	<p>Buatan II POM &amp; Estate:          The company has prepared the plan of water management plan as in "Program Manajemen Lingkungan 2019" consist of management water supply for domestic, water consumption and measurement of water quality.          Water Management Plan, indicating the water need, permit and licensing, monitoring of water quality, infrastructure maintenance and conservation.          The company has conducted measurement of water quality regularly (each semester) and consistent, the result of surface water analysis of Laniago river (upstream and downstream) semester I 2019 (Report of Analysis No. MT1/04.05.84.228 dated 10 May 2019 by UPT Laboratorium Bahan Konstruksi Dinas PU &amp; Tata Ruang) shown that water quality is complies with national regulation PP No. 82 Tahun 2001.          Buatan II POM has permit for surface water usage from "Kementrian Pekerjaan Umum dan Perumahan Rakyat" as per "Keputusan Menteri Pekerjaan Umum dan Perumahan Rakyat nomor 14/KPTS/M/2018 tentang Pemberian izin Pengusahaan Sumber Daya Air kepada PT Inti Indosawit Subur untuk Usaha Industri di Sungai Laniago, Kabupaten Pelalawan dan Kabupaten Siak", dated 5<sup>th</sup> January 2018. Buatan II POM also paid the water retribution each month to "UPT Pengelolaan Pendapatan, Badan Pendapatan daerah Pemerintah Provinsi Riau". Sample seen on payment record period April 2019, Invoice No. 973/BPD/UPT/KP.12/19/124 dated 15 May 2019 from UPT Pengelolaan Pendapatan BPD Provinsi Riau, payment record on "Surat Setoran Pajak Daerah untuk Pajak Pengambilan dan Pemanfaatan Air Permukaan" dated 24 May 2019 as much as IDR 2,673,800. Each quarter Buatan II POM submit the report of water usage to "Dinas Pertambangan dan Energi Provinsi Riau", latest report period April – June 2019 has been submitted as per receipt note dated 4<sup>th</sup> July 2019.</p> <p>Scheme smallholder:          All of KUD has program to prevent soil erosion and soil conservation as in "Rencana dan Realisasi Penyusunan Pelapah Letter "U" Sebagai Sarana Konservasi tanah dan Air Serta Upaya Pencegahan Erosi. Frond stacking is apply to prevent soil erosion. Plasma Management has provide the guidance for frond stacking at smallholder plantation as per Memorandum No. 09/EST-KBN/MEMO/09/2017 dated 20 September 2017. Beside frond stacking, smallholder also maintaining the individual terrace to minimize the soil erosion in</p>	<p>comply</p>
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		<p>the sloping area.          Sample seen for realization in 2018 for KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulya and KKPA Delima Sakti. Can be demonstrated that Scheme Smallholder has apply soil and water conservation in their kavling by frond stacking and maintain individual terracing. During field visit in smallholder sample plot it can be shown that frond stacking and terracing has well implemented.          ICS Plasma Buatan also has a policy to prohibit chemical weeding activity and chemical fertilizer application near to the river or waterways in 3 m left and right side. During field visit to KUD Bina Mulya and KUD Tani Rukun can be shown that the plasma management has placing the warnin sign to protect the waterways and prohibition of chemical application near to waterways (3 m left and right side).</p>	
4.4.2	<p>Protection of water courses and wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.          - Major compliance -</p>	<p>Buatan II POM &amp; Estate:          Company has establish management plan to protect water courses and wetlands, including securing and maintaining appropriate riparian.</p> <ul style="list-style-type: none"> <li>• Riparian restoration with forest vegetation plant/tree. In 2019, Buatan Estate and Simpang Perak Estate has planed to planting 200 tree in Riparian Kerinci Kanan and Laniago river and has been planted 120 wooden tree consist of <i>Pheronema canescens</i> (Sungkai) and <i>Hibiscus sp</i> (Waru)</li> <li>• Establish zone for zero chemical. No spraying and fertilizing along riparian zone. Based on visit in riparian zone (Laniago Riparian dated 8<sup>th</sup> July 2019) it can be shown that wooden tree has well growing such as <i>Hibiscus sp</i> (Waru), <i>Pheronema canescens</i> (Sungkai) and <i>Hura crepitans.L</i> (Pokok Roda).</li> <li>• Conserve natural vegetation in riparian zone</li> <li>• Restricted to conducted replanting palm oil in riparian area. During field visit in Riparian Laniago, it can be shown that riparian area 50 m from left and right side of Laniago river were protected and not replanting. The vegetation in riparian area were well conserve and maintain.</li> </ul> <p>During field visit, indicated that riparian area was conserved and the vegetation has been succession itself and enrichment in riparian zone was well growth.          The company has also prepared the procedure on protection of water courses under "SOP Pengendalian Riaprian" number AA-APM-OP-1100.21-R2, dated 25<sup>th</sup> February 2016.</p>	comply

		<p>Scheme Smallholder:  Based on field visit and interview with smallholder member at KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulya, audit team noted that there was no river across the smallholder block. Further smallholder member explained that they prohibit the fertilizer and herbicide applicatrin to apply fertilizer and herbicide near water body.  ICS Plasma Buatan also has a policy to prohibit chemical weeding activity and chemical fertilizer application near to the river or waterways in 3 m left and right side.</p>							
<p>4.4.3</p>	<p>Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6).  - Minor compliance –</p>	<p>Buatan II POM:  For mill effluent treatmnet, Buatan II Palm Oil Mill (PBD) has 11 ponds in effluent treatment system (WWTP), which consists of Colling Pond, Primary Anaerobic pond, Secondary Anaerobic pond, Acidification pond, and Buffering pond. Procedure of WWTP operation available in Mill Policy Manual (MPM) dated February 1, 2013, chapter AA-MPM-OP-1400.13-R1.  Buatan II POM is planed for Biogas power plant construction in 2021 to generate electrical power by using waste water treatment. The biogas system has Anaerobic MBR system thorough digester Thermophilic fermentation, and anaerobic membrane tank.  According to effluent monitoring data, all produced mill effluent used for land application. Mill holds permit to discharge waste water into land application from local authority through Decree number KTPS.660/BLH/781/2014, issued on 10<sup>th</sup> September 2014 valid for 5 years. Total area of land application covers 1,137 hectares at Block B, C, D, E, F.  As required by LA permit, Mill conducts monthly check on discharged effluent in cooperation with accredited Laboratory (UPT Pengujian Material, Dinas Bina Marga Provinsi Riau). According to recent testing result, BOD level of applied effluent has met the applicable threshold of KepmenLH No.28/2003 regarding BOD limits of effluent discharge for land application. The level is maintained consistently less than 5,000 mg/L and debit &lt;600 m<sup>3</sup> per day.  Buatan II POM is conducting a monitoring of effluent especially BOD (Biochemical Oxygen Demand) every month that carried out by Testing Laboratory (UPTLaboratorium Bahan Konstruksi LP-750-IDN). Based on result of monitoring August – December 2018 and January – June 2019 shown comply with legal requirement “KepMenLH No. 28 Tahun 2003” &amp; Pergub Riau No. 35 Tahun 2007. Sample seen:</p> <table border="1" data-bbox="857 1362 1861 1398"> <thead> <tr> <th>Month</th> <th>BOD (mg/l)</th> <th>pH</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Month	BOD (mg/l)	pH				
Month	BOD (mg/l)	pH							



		(standard of quality 5,000)	(standard of quality 6-9)																
		2018																	
		August	3,221	7.97															
		September	2,174	7.67															
		October	3,000	7.88															
		November	1,490.3	7.84															
		December	990.5	7.54															
		2019																	
		January	563.7	7.46															
		February	2,600	8.33															
		March	2,800	8.24															
		April	2,900	8.35															
		May	3,200	8.40															
		June	3,800	8.25															
4.4.4	Monitoring of mill water use per ton of FFB shall be recorded. - Minor compliance –	<p>Buatan II POM: Buatan II POM has recorded the mill water use per tonne FFB, includes monitoring of water usage for mill processing and domestic usage. Result of water usage monitoring is recorded under "Mill Operation Summary" period 2018 and 2019 year to date May. Review on record confirmed met with the approved budget for processing and domestic, e.g: Budget water for process in 2019 is 1.10 m<sup>3</sup>/ton FFB, actual water usage in January – May 2019 has shown:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Water use per ton FFB</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1.20</td> </tr> <tr> <td>February</td> <td>1.09</td> </tr> <tr> <td>March</td> <td>0.98</td> </tr> <tr> <td>April</td> <td>0.70</td> </tr> <tr> <td>May</td> <td>0.71</td> </tr> <tr> <td>YTD</td> <td>0.94 (budget YTD 1.10)</td> </tr> </tbody> </table> <p>From above tabel can be shown that water consumption for process is lower than budget (0.94 vs 1.10). Buatan I POM has made the improvement to minimize water consumption and enhance the</p>			Month	Water use per ton FFB	January	1.20	February	1.09	March	0.98	April	0.70	May	0.71	YTD	0.94 (budget YTD 1.10)	comply
Month	Water use per ton FFB																		
January	1.20																		
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March	0.98																		
April	0.70																		
May	0.71																		
YTD	0.94 (budget YTD 1.10)																		

...making excellence a habit.™

		<p>efficiency of water usage b:</p> <ul style="list-style-type: none"> <li>• Recycling water from ex vacuum dryer by installation pond, floating valve and water pump, the water is recycle for water spray wet scrubber in boiler.</li> <li>• Recycling water ex Turbin Oil Cooler to water basin by installation pond and water pump, the water is recycle for mill processing.</li> <li>• Recycling water condensate ex steam kernel silo by installation pond and water pump to hot water and pumping again to water basin for mill processing.</li> <li>• Minimize the water consumption from hydrocyclone pond by installation additional pond as floating valve place. The installation is still on progress.</li> </ul> <p>The total water efficiency from above recycling water estimate 8 m<sup>3</sup>/hour. The water efficiency above is successful to minimize the water usage from the previous year with average water usage in 2018 was 1.01 m<sup>3</sup>/ton FFB and in 2019 since January – May 2019 was 0.94 m<sup>3</sup>/ton FFB.</p>	
<p><b>Criterion 4.5</b> Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate integrated Pest Management (IPM) techniques.</p>			
<p>4.5.1</p>	<p>Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. - Major compliance -</p>	<p>Simpang Perak/Buatan Estate: Company has establish monitoring of integrated pest management plan, below are the record of IPM monitoring:</p> <ul style="list-style-type: none"> <li>• Barn Owl census, performed each 3 month by IPM team. Total Barn owl nest box in Division V was 41 unit, in Division VI was 20 unit, Division VII was 37 unit and Division IV was 7 units. Ratio nest box is one box represent for 25 ha area plantation. Latest monitoring performed on April 2019, found 23 mature barn owl in Division V; 13 mature barn owl in Division VI; 21 mature barn owl in Division VII and 4 mature in Division IV. Child barn owl identified 9 in Division V; 33 in Division VI; 32 in Division VII and 7 in Division IV; 9 eggs found in Division V; 8 in Division VI; 16 in Division VII and 4 in Division IV.</li> <li>• "Program dan Realisasi Penanaman Host plant 2019". Company has planting beneficial plant as a nest of natural pest predator, consist of <i>Cassia cobanensis</i> and <i>Turnera subulata</i>. Total host plant planted until June 2019 was 22,350 m consist of <i>Casia cobanensis</i>, <i>Turnera subulatta</i> and <i>Antigonon leptopus</i>. Whilst the program for 2019 is 43,899 m. The host plant were planted alongside the main road and collection road.</li> <li>• "Sensus serangan tikus dan Tirathaba", census of rat and Tirathaba performed each 2</li> </ul>	<p>Major</p>

		<p>month in Mature area and once a month in immature area. Latest monitoring in June 2019 shown that there is no rat and Tirataba attack in Simpang Perak Estate.</p> <ul style="list-style-type: none"> <li>• "Sensus serangan UPDKS", Catterpillar census performed each month. Latest monitoring on June 2019 shown that there is no caterpillar attack in Simpang Perak Estate. Control only performed by natural enemies.</li> </ul> <p>Scheme Smallholder:  Management of Plasma Buatan has established a written procedure for Integrated Pest Management, presented in Pest and Disease Control procedure SOP AA-Plasma-PP-KS-02. Kebun Plasma Buatan has provide IPM training for all member. Training programme was developed each year.  For 2019, IPM training has been carried out on 25 June 2018. Each member keep the records of their training on Logbook "Buku Pintar Petani Plasma". Each individual member also has a guidance book for IPM which provide by Management of Plasma Buatan. During field audit, it was noted that farmer members have understood regarding IPM implementation in their plantation. Based on interview with smallholder at KUD Mitra Usaha, KUD Tani Rukun and KUD Bina Mulia, it was noted that smallholder understand the natural predator for pest: planting Turnera in order to attract predator for nettle caterpillar and bagworm; installing barn owl box to control rat population.  Management of Plasma Buatan has provide barn owl nest in each KUD with proportion 2 nest in each KT/Hamparan (Block). Each barn owl nest covering 15 – 20 ha of plantation. Sample seen: in KUD Tani Rukun period June 2019 there was 25 nest barn owl and 22 of them was active and found the presence of barn owl; in KUD Mitra Usaha monitoring period June 2019 there was 34 barn owl nest and 26 of them was active and found the presence of barn owl. "Rekap Serangan Tikus", period June 2019 shown that there was no rat attack in KUD Tani Rukun, KUD Mitra Usaha and KUD Bina Mulia.  "Program dan Realisasi Penanaman Hostplant 2019". Plasma Buatan has planted beneficial plant as a nest of natural pest predators, consist of <i>Cassia cobanensis</i> and <i>Turnera subulata</i>. The hostplant was planted along main road and collection road. During field visit can be demonstrated that Plasma Buatan has managed and maintain the host plant.  "Sensus Ulat Pemakan Daun Kebun Plasma Buatan", monitoring on April and May 2019 shows that there are nettle caterpillar attack at KUD Bina Mulia area, KT 200 and 201 with</p>	
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		<p>average 4 – 6 larva/frond. Control by Plasma Buatan done by handpicking during census and planting beneficial plant. Some of farmers conduct fogging by themselves.</p> <p><u>Non-conformities:</u></p> <ul style="list-style-type: none"> <li>• During field visit to KT 200, KT 201 and KT 224 of KUD Bina Mulia, there are found nettle caterpillar in field, however based on "Sensus Ulat Pemakan Daun Kelapa Sawit" period June 2019, there are no more attack of nettle caterpillar.</li> <li>• During interview to farmer member of KT 200, KT 201 and KT 224 of KUD Bina Mulia, it was informed that there are nettle caterpillar attack since the previous 3 month, however based on "Sensus Ulat Pemakan Daun Kelapa Sawit" of KT 224 period March, April and May 2019 there is no indication of nettle caterpillar attack.</li> </ul> <p><u>Correction</u> Plasma Buatan II POM has taken action by refreshment training regarding procedure of pest and disease control including the procedure of pest and disease control. The refreshment conducted on 10 August 2019. Evidence of training can be demonstrated during audit. Interview with PIC Pest and disease census (Kodim) indicated that he able to demonstrated the knowledge and skill concerning pest and disease census and control. Management plasma also performed the verification of census checklist result period July 2019 to ensure the correct census has been done. Evidence of verification can be demonstrated during audit</p> <p><u>Conclusion:</u> Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019.</p>	
4.5.2	<p>Training records of Integrated Pest Management (IPM) shall be available. - Minor compliance –</p>	<p>Simpang Perak/Buatan Estate: Company has been conducted integrated pest management to the workers and staff who in charge in IPM management and monitoring. Latest refreshment training conducted on 25 May 2019. Evidence of training and minutes of training was available and can be demonstrated.</p>	comply

		<p>During interview with Mandor/foreman and workers in Division I and IV who is in charge for integrated pest management such as for pest and disease detection and census as well as pest and disease control, indicated that the workers understand the IPM process and implementation.</p> <p>Scheme Smallholder:          The training of Integrated Pest Management was conducted by Plasma Buatan Management incorporated with PT Inti Indosawit Subur. Training delivered to representative of armer Group and member. Latest training conducted on 8 June 2018 in KUD Tani Rukun, attended by 24 participants; on 9 February 2018 in KUD Mitra Usaha, attended by 23 participants; and on 25 May 2018 in KUD Bina Mulia, attended by 14 participants. Record of training can be demonstrated. Each member keep the records of their training on Logbook "Buku Pintar Petani Plasma". For 2019, training of IPM programmed in August 2019.</p> <p>Each individual member also has a guidance book for IPM which provide by Plasma Buatan Management. During field audit, they have understood regarding IPM implementation in their plantation.</p>	
<p><b>Criterion 4.6</b>          Pesticides are used in ways that do not endanger health or the environment.</p>			
4.6.1	<p>Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.          - Major compliance -</p>	<p>Simpang Peraka/Buatan Estate:          The justification of pesticide used in PT Inti Indosawit Subur – Simpang Perak/Buatan Estate are explained under company procedure. PT Inti Indosawit Subur – Buatan Estate shows "SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1" dated 01 November 2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), <i>Aystasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application. Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output. Interview with herbicide sprayer noted that spraying worker understood the target species and active ingredients to control them. Spraying workers shows knowledge on minimizing chemical impact on beneficial weed.</p>	comply

		<p>There are specific target and activities used for selective products such as:</p> <ol style="list-style-type: none"> <li>1. Glyphosate, Fluoroxypyr, Methyl Metsulfuron and Paraquat are used for circle spraying.</li> <li>2. Glyphosate and Fluoroxypyr used for FFB collection point spraying</li> <li>3. Glyphosate, Trichlophyr, Methyl Metsulfuron are used for wooden weeds</li> <li>4. Methyl Metsulfuron, Paraquat are used for wooden fern</li> <li>5. 2,4-Diamine and Glyphosate are used for soft wooden grass (Asystasia sp).</li> </ol> <p>Agrochemicals have been applied and handled by trained spraying workers who have received training of limited pesticide uses. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department of Riau Province incorporated with agrochemical manufacturer on 25 May 2019. Training record and certificates were sighted for all sprayers interviewed, e.g. Mr. Mawardian (Supervisor), Mrs. Yanna and Mrs. Supriati. It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked in areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. The possible spillage was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area. Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p>Scheme smallholder: Document titled "Penggunaan Agrokimia Terdaftar" indicates the permitted pesticide (herbicide) allowed to be used on smallholder blocks. The herbicide programmed for weed control on circle and path spraying only. Herbicide use for Plasma Buatan are:</p> <ol style="list-style-type: none"> <li>1. Elang 480 SL (Isoprofil amina glifosat), register number in Pesticide Comission</li> </ol>	
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		<p>RI.01030119941170 valid until 12 December 2021. 2. Kenlon 480 EC (Triklpir Butoksil Etil Ester), register number in Pesticide Comission RI.01030120062433 valid until 12 December 2021.</p>																																								
<p>4.6.2</p>	<p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) shall be available. - Major compliance -</p>	<p>Simpang Perak/Buatan Estate: Agrochemicals used are monitored each time it is used. Records includes active ingredients used, area treated, quantity applied per hectare, type of equipment used and number of applicators involve. Records observed during the audit i.e. Estate Monthly Report, Daily Field Supervisor Book. Records of herbicide use are available and maintained at Estate office. The records shows the total chemical used (in kg or liters), the active ingredients used, LD50, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced. Below are record of pesticides use in Buatn Estate for 2019:</p> <table border="1" data-bbox="857 783 1944 1110"> <thead> <tr> <th>Brand</th> <th>Active Ingredients</th> <th>LD50</th> <th>License No.</th> <th>Valid until</th> <th>Actual uses (up to Apr 2019)</th> <th>Active Ingredients per Ha</th> </tr> </thead> <tbody> <tr> <td>Elang 480 SL</td> <td>Isoprofilamina Glifosat 480 gr/ltr</td> <td>5000</td> <td>RI.01030119941170</td> <td>12 Dec 2021</td> <td>3,226 ltr</td> <td>0.3710</td> </tr> <tr> <td>Kenlon 480 EC</td> <td>Trychlopir 480 gr/ltr</td> <td>4500</td> <td>RI.01030120062433</td> <td>12 Dec 2021</td> <td>16.00 ltr</td> <td>0.0042</td> </tr> <tr> <td>Kenrane 288 EC</td> <td>Trifluroksipir-1 Metil heptil ester 288 gr/ltr</td> <td>5000</td> <td>RI.01030120103759</td> <td>12 Dec 2020</td> <td>31.50 ltr</td> <td>0.0040</td> </tr> </tbody> </table> <p>Smallholder: Record of pesticide use in Kebun Plasma Buatn for 2015 to 2019 are as follows:</p> <table border="1" data-bbox="904 1235 1442 1367"> <thead> <tr> <th rowspan="2">Year</th> <th colspan="2">Volume (l)</th> </tr> <tr> <th>Elang</th> <th>Kenlone</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>1,384</td> <td>-</td> </tr> <tr> <td>2016</td> <td>7,328</td> <td>785</td> </tr> </tbody> </table>	Brand	Active Ingredients	LD50	License No.	Valid until	Actual uses (up to Apr 2019)	Active Ingredients per Ha	Elang 480 SL	Isoprofilamina Glifosat 480 gr/ltr	5000	RI.01030119941170	12 Dec 2021	3,226 ltr	0.3710	Kenlon 480 EC	Trychlopir 480 gr/ltr	4500	RI.01030120062433	12 Dec 2021	16.00 ltr	0.0042	Kenrane 288 EC	Trifluroksipir-1 Metil heptil ester 288 gr/ltr	5000	RI.01030120103759	12 Dec 2020	31.50 ltr	0.0040	Year	Volume (l)		Elang	Kenlone	2015	1,384	-	2016	7,328	785	<p>comply</p>
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4.6.3	<p>Any use of pesticides shall be minimized as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in Indonesia Best Practice guidelines. - Major compliance -</p>	<p>Buatan Estate and Scheme Smallholders: PT. Inti Indosawit Subur – Buatan and scheme smallholder control weeds through identification to select appropriate control to be applied. Identification record of weeds comes under "Identifikasi Gulma Dominan". The record is identifying the target of weeds, the location, and active ingredient. Dosage used for herbicide application refers to Agricultural Policy Manual AA-APM-OP-1100.08-R1. There is no use of prophylactic use of pesticides.</p>	comply																							



4.6.4	<p>The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Paraquat which was the active ingredient of Gramoxone was still used in PT Inti Indosawit Subur – Buatan Estate especially at replanting area, however the organisation has set internal target to reduce paraquat use. Paraquat is not banned in Indonesia according Act No.12/1992 regarding plant cultivation system, article 60 (g) jo. Article 38, and Ministry of Agriculture regulation No.107/Permentan/SR.140/9/2014 regarding pesticides supervisor. National regulation mentioned that paraquat dichloride is a restricted active ingredient so that its user must hold a certificate use of limited pesticides and the manufacturer must train first for the user of the pesticide.</p> <p>Record of paraquat use in Buatan Estate was sight on “Monitoring Penggunaan Paraquat”. History of paraquat uses in Buatan Estate are as follows:</p> <table border="1" data-bbox="862 785 1294 954"> <thead> <tr> <th>Year</th> <th>Paraquat uses (liters)</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>2,211</td> </tr> <tr> <td>2017</td> <td>1,914</td> </tr> <tr> <td>2018</td> <td>1,983</td> </tr> <tr> <td>2019*)</td> <td>757</td> </tr> </tbody> </table> <p>Note: *) = up to June 2019.</p> <p>Smallholder: Paraquat used by Plasma Buatan in 2015 are 103 L, since then paraquat are not used in Plasma Buatan.</p>	Year	Paraquat uses (liters)	2016	2,211	2017	1,914	2018	1,983	2019*)	757	comply
Year	Paraquat uses (liters)												
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4.6.5	<p>Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available. Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p>	<p>Buatan Estate: PT. Inti Indosawit Subur – Buatan has ensured that applicators are trained; all personnel handling agrochemical was trained for the use of limited pesticide in collaboration with Manpower office of Riau Province. Record of training for spraying operators is kept in estate office.</p> <p>Field visit to Buatan estate chemical’s storage showed the pesticide stores continued to be well maintained and the chemicals were labelled clearly and stored within spill containment. Observation of spray-mix preparation and spraying showed that the workers</p>	Major										

	<p>- Major compliance -</p>	<p>were wearing PPE correctly and they were working safely and in accordance with the chemical manufacturer’s recommendations. MSDS available in Buatan Estate’s chemical store. Chemical storekeeper understood the critical control based on MSDS. The Personal Protective Equipment was provided in accordance to MSDS information. Workers that perform herbicide spraying in Simpang Perak/Buatan Eestate also perform spraying activity in smallholder plantation. Spraying team has been trained with pesticide handling training, agrochemical application training and limited pesticide training. Spraying team only handles herbicide to control the weed. Sprayers understood the type of chemical for each weed type, the hazard, the application and appropriate PPE to wear. Record seen:</p> <ul style="list-style-type: none"> <li>• Mr. Mawardian, training of limited pesticide uses on 22 October 2012 certificate No.539/Set-KP3/I/2013. Certificate valid until 5 years.</li> <li>• Mrs Yanna training limited pesticide on 15 December 2014 certificate No.218/Set-KP3/I/2014. Certificate valid until 5 years.</li> <li>• Mrs Supriati training limited pesticide on 15 December 2014 certificate No.216/Set-KP3/I/2014. Certificate valid until 5 years.</li> </ul> <p>Latest training has been performed in 25 May 2019, however training certificate were not issued yet.</p> <p>KKPA: Workers who conducted spraying at KKPA Buatan has been trained for limited pesticide uses on December 2019. Training held by “Komisi Pengawasan Pupuk dan Pestisida” Riau Province. Record seen:</p> <ul style="list-style-type: none"> <li>• Mr. Suryadi, certificate no. 2152/Set-KP3/XII/2014 dated 15 December 2014.</li> <li>• Mrs. Magdalena Butarbutar, certificate no. 2188/Set-KP3/XII/2014 dated 15 December 2014.</li> <li>• Mrs. Asaria Zega, certificate no. 2164/Set-KP3/XII/2014 dated 15 December 2014.</li> </ul> <p>Scheme smallholder: Although spraying activity conducted by PT Inti Indosawit Subur worker, Plasma Buatan management has also conducted training for weed eradication for farmer, e.g. on 25 April 2018 in KUD Mitra Usaha, attended by 30 participants; on 16 February 2019 in KUD Tani</p>	
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		<p>Rukun, attended by 20 participants. Training of limited pesticides use has been performed based on record "Notulen Penyuluhan Pestisida Terbatas dan K3" dated 25 June 2019, attended by 59 participants from multiple KUD and KT.</p> <p><u>Major NC - Scheme Smallholder:</u></p> <ul style="list-style-type: none"> <li>• During field observation to farmer plot at KUD Mitra Usaha (SP-10), it was found a person who conducted spraying activity at KT 152 on plot belong to Ngatino. However, based on "Notulen Penyuluhan Pestisida Terbatas dan K3" dated 25 June 2019 there are no evidence that respective person have followed the training.</li> <li>• Based on interview with farmer member of KT 224, KUD Bina Mulia, noted that they have conducted fogging to control nettle caterpillar. Management of Plasma Buatan cannot give further information what insecticide used, whether applicator are trained or not and whether safety equipment are utilized or not. Based on SOP Pengendalian Hama dan Penyakit (AA-PLASMA-PP-KS-02) dated 1 September 2011 for Integrated Pest Management, there are no mechanism that pesticide/insecticide application can be done by third party.</li> </ul> <p><u>Correction:</u></p> <ol style="list-style-type: none"> <li>1. Management Plasma Buatan II has issued the warning letter No. 126/KUD-MU/VII/2019 dated 13 July 2019 on behalf TH, Kavling 3451 KT 152. The smallholder member also has made the statement letter for recognizing and willing to comply the regulation and Group Certification procedure. Socialization and awareness regarding the procedure has been conducted on 10 July 2019. The awareness training regarding pesticide use and OSH regulation regarding the PPE usage has been informed to smallholder member on 25 July 2019 to KUD Mitra Usaha, KUD Bina Mulia and KUD Tani Rukun, evidence of awareness can be demonstrated.</li> <li>2. Plasma management Buatan II has issued the letter to all KUD &amp; KT regarding "Pengendalian UPDKS" sample seen Letter No. 395/ES-KLB/EXT/08/2019 dated 1 August 2019 to KUD Bina Mulia. The letter stated that third party can be involved in pest control with the requirement:             <ul style="list-style-type: none"> <li>• Third party provide the fogger, mist blower, swing fog and etc</li> <li>• Third party provide the material of insecticide and active ingredients</li> </ul> </li> </ol>	
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		<p>lamdasihalotrin</p> <ul style="list-style-type: none"> <li>Workers provision assign by related authority (UPTD/Dinas Perkebunan).</li> <li>Socialization regarding pest control and disease has been performed on 16 August 2019. KUD has to coordinate with Plasma management if they want to involving the third party for pest control.</li> </ul> <p><u>Corrective Actions:</u>          Made the regular training program for smallholder member and kept the training record. Regular monitoring pest and disease and review the result of monitoring by Plasma management to ensure the pest and disease control are in place appropriately.</p> <p><u>Assessment Conclusion:</u>          Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019.</p>	
4.6.6	<p>Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3).          - Major compliance -</p>	<p>Simpang Perak Estate and Scheme smallholder:          The company has a SOP of waste pesticide management which is SOP of hazardous waste management No. AA-KL-06-EFP.          The company already had a Pesticides warehouse and pesticide containers washing and bathing places for the sprayers. Based on a field visit to the Pesticides Warehouse, it was found that:</p> <ul style="list-style-type: none"> <li>Permanent Buildings,</li> <li>A good ventilation,</li> <li>Permanent floor is cemented, the floor of the mixing of pesticides using ceramics, and equipped with a "spillage trap",</li> <li>Eye wash shower, first aid box, PPE and Fire extinguisher are provided.</li> <li>PPE room</li> </ul> <p>Operation control:</p> <ul style="list-style-type: none"> <li>MSDS are available for all types of existing pesticides</li> <li>The pesticide management and safety instructions are available</li> </ul>	comply

		<ul style="list-style-type: none"> <li>• A package management/ used pesticide package is available</li> <li>• Water wash of pesticides containers collected in "spillage trap"</li> <li>• The flow of waste water is channeled and stored so that it is not discharged into the environment. The water used is used for its dilution.</li> </ul> <p>A package management / used pesticide package:</p> <ul style="list-style-type: none"> <li>• Pesticide packages were clean washed in a wash basin, then, it was dried in a provided place.</li> <li>• Dried packages were stored in temporary warehouse before being taken / sent by a third party who has a license.</li> </ul> <p>The company disposed their hazardous waste, included empty container pesticides to the approval company PT. Indostar Cargo Lestari (see 4.6.10 and 5.3.3). Smallholder Plasma Buatan doesn't have a storage of pesticide. All activity related to chemical usage was performed by PT Inti Indosawit Subur.</p>	
4.6.7	<p>Application of pesticides shall be by proven methods that minimize risk and negative impacts.</p> <p>- Minor compliance -</p>	<p>Simpang Perak Estate and Scheme smallholder: PT Inti Indosawit Subur – Simpang Perak Estate has set the Hazard Identification and Risk Analysis for each activity in estate including Application of Pesticide. HIRADC was develop to minimize and eliminate the risk of each activity and to control the risk. HIRADC were evident in document "Analisa Resiko Kebun Buatan Tahun 2019". Based on field visit to Buatan Estate and Smallholder Buatan, spraying team using sign board indicating spraying/herbicide application is in progress for a block. Spraying supervisor was pre-mixing the herbicide in the chemical warehouse, transport the mixed chemical via truck, using cone and spill tray on the field to minimize spillage. The type and dosage of herbicide are carefully measured and prepared for targeted weed control; circle and path spray or selective weeding (wooden, bracken, or VOP).</p> <p>Nozzle calibration conducted regularly and recorded – evident.</p> <p>Sprayers and spraying supervisor are trained with limited pesticide training, best management practice for weed control, spraying techniques, using PPE and received regular medical check up. Clean water and soap on the field are provided for sprayer.</p>	comply

		Supervisor was equipped with first aid kit.	
4.6.8	Pesticides may only be applied aerially where there is a documented justification. Surrounding communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -	Buatan Estate and Scheme smallholder: There is no aerial application of pesticide throughout the company plantation.	N/A
4.6.9	Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available. - Minor compliance -	Simpang Perak Estate and Scheme smallholder: Company provides limited pesticide training for sprayers. Latest training on limited pesticide use "Pelatihan Pestisida Terbatas" conducted on 25/05/2019 cooperation with PT. Syngenta Indonesia. Evidence of training can be demonstrated in the form of attendant list and certificate. The training attend by 17 sprayer workers. For example Mr Mawardian (TUS foreman), Doriani siagian, Yanna, Supriati has follow the training, certificate can be demonstrated. Material Data Safety Sheets (MSDS) are evident for all chemicals used and are available at the storage and areas of mixing. TUS team (sprayer workers team) are covering for plasma Buatan/Scheme smallholder.	comply
4.6.10	Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated. - Minor compliance -	Simpang Perak Estate and Scheme smallholder: Pesticide Waste has been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect Impacts) latest update on 1 May 2019. PT Inti Indosawit Subur has a waste management plan, identifying type and source of waste and the disposal plan. PT Inti Indosawit Subur prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter. The company store hazardous waste in temporary storage with permit, The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT Indostar Cargo. Based on interview with workers who are handling of pesticides that they understood of disposed empty containers pesticides, such as: Empty chemical containers re-used only for mixing purposes, unusable are triple rinsed, punctured and disposed to the approval collector.	comply

		Records of empty containers pesticides stock and disposal were available in "Neraca Limbah B3" and "Manifest Limbah B3". Sample seen Manifest No. 0020642 dated 13 October 2018, hazardous waste transport by PT Indostar Cargo as much as 26 drum or 1.079 ton. During audit, indicated that company can be demonstrated the proper disposal of empty containers pesticides. Each quarter the waste management of empty containers pesticides also reported to local Environmental Agency of Pelalawan Regency Riau Province, sample seen report quarter I 2019 has submitted to Dinas Lingkungan Hidup dan Kehutanan Provinsi Riau dated 29 April 2019.	
4.6.11	Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available. - Major compliance -	<p>Buatan Estate and Associated Smallholder Buatan (KKPA Buatan):  Annual medical examination conducted for all workers handling with chemical, such as pesticide, herbicide and fertilizer. The latest medical check-up performed on 2<sup>nd</sup> May 2019 at company medical healthcare "Klinik Asian Ari Sehat Buatan" and attended by 32 workers; consist of 8 pesticides operators (1 male chemical foreman; 7 female sprayers) and 24 fertilizer applicators.</p> <p>Smallholders Scheme:  KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia  Medical examination for smallholder's pesticide operator are include with Estate, because those chemical/spraying operators are work at Estate and Smallholders area.</p>	comply
4.6.12	Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women. - Major compliance -	<p>Buatan Estate:  Pregnancy test for seven (7) female sprayers conducted in monthly basis. Evidence seen of pregnancy test on 22 Jan 2019, 13 Feb 2019, 19 Mar 2019 and 6 April 2019. The entire female sprayer in well condition and not being pregnant nor breast-feeding.</p> <p>Smallholders Scheme:  KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia</p> <p>Associated Smallholder Buatan (KKPA Buatan):  Pregnancy test conducted in monthly basis for 10 female pesticide operator. Documented evidence seen on 2<sup>nd</sup> May 2019 and 3<sup>rd</sup> June 2019 with result is no pregnant identified.</p>	comply

		Pregnancy test also perform to fertilizer applicator which dominated by female workers.	
<b>Criterion 4.7</b>			
An occupational health and safety plan is documented, effectively communicated and implemented			
4.7.1	A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored. - Major compliance -	<p>There were no changes related to OHS Policy from previous assessment. PT Inti Indosawit Subur – Buatan I has been established a health and safety policy under “Kebijakan Perusahaan”, updated 1st December 2014, was signed by Managing Director. In point 3, Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation. Point 5. Integrating social, environmental, food security, occupational health and safety issues into operational activities, adopting best technology available, and maintain trained manpower, with skills, and motivated to improve performance through continuous improvement program. The policy was also displayed at in public board in Buatan I POM, in each Division Office and Buatan Estate Office.</p> <p>The document of OHS Program available under “Program Manajemen K3 PMKS Buatan I PT Inti Indosawit Subur Tahun 2019”, such as:</p> <ul style="list-style-type: none"> <li>• Established the document of hazard identification, risk assessement and its control</li> <li>• Meeting on safety committee/P2K3 (monthly basis)</li> <li>• Report of OHS committee/P2K3 (3 months bases)</li> <li>• Training of emergency response and preparedness (annually)</li> <li>• Safety briefing (daily)</li> <li>• Providing the PPE for all employees</li> <li>• Inspection on PPE usage</li> <li>• Training for operator in POM and workshop</li> </ul> <p>Scheme Smallholders: KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia</p> <p>No changes of OHS policy in Smallholders level, where it was in “Kebijakan Manager Group ICS”, dated 2nd January 2017. In point 3 mentioned: “Memperhatikan dan menerapkan budaya kesehatan dan keselamatan kerja (K3), memakai Alat Pelindung Diri jika diperlukan dalam melaksanakan tugas sehari-hari dengan memperhatikan tempat dan kondisi kerja” –</p>	comply



		<p>to pay attention and implementing health and safety culture, using personnel protective equipment, if necessary, in performing daily work and to maintain the work premises. The Policy was displayed in public board in KUD Bhkati Mandiri, KUD Jaya Makmur and KUD Sejahtera.</p> <p>OHS Policy has demonstrated under "Program Manajemen K3 Kebun Plasma PT Inti Indosawit Subur tahun 2019", was updated on 8 January 2019. The OHS program such as:          – Inspection and monitoring on using of PPE for harvester – daily – Training on emergency and preparedness – once a year – Training of first aider and monitoring of first aid kit – Refresh training of OHS including risk assessment</p>	
4.7.2	<p>A documented risk assessment shall be available and its implementation shall be recorded.          - Major compliance -</p>	<p>Buatan II POM and Estate:          The Certificate Holder has had procedure to identify and prepare a risk assessment. The updateing risk assessment is documented on HIRAC Buatan, dated 1 Feb 2019, rev. 21. Replanting activities are also provided in the updated risk assessment.</p> <p>Smallholders Scheme: KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia          Associated Smallholder Buatan (KKPA Buatan):          Risk assessment for smallholders also updated on 5 Jan 2019. This Risk Assessment is applicable to all Cooperatives (KUD's) within the certificate scope. The risk in smallholders is more about PPE use during their activities (harvesting and fertilizing).</p>	comply
4.7.3	<p>Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.          - Major compliance -</p>	<p>Buatan II POM:          Safety Management Program (Program Manajemen K3) Buatan 2 POM Year 2019. There is four (4) main objective includes target, program, priority scale, PIC, timeline and status of each objective. Such as:          1. Objective: Identification of work incident cause and creating the preventive actions. Target: found 240 potential of work incident in 2019. Program: Creating risk analysis and nearmiss report in regular period. Priority Scale: High. PIC: Safety Committee, Mill Manager. Timeline: 31 December 2019. Status: continous.          2. Objective: Risk Control. Area: Threshing Station. Target: all workers used PPE appropriately. Program: Handover PPE as per need analysis and risk assessment. Priority Scale: High. PIC: Safety Committee, Mill Manager. Timeline: 31 December</p>	Major

		<p>2019. Status: continous.</p> <p>Regular emergency response drill conducted on 15 February 2019. The Fire Drill activity attended by 18 participants (workers and staff at Mill). The activity includes: Fire Brigade Response, Evacuation to Assembly Point, First Aid Response and Victims Evacuation. Total duration of actual response during Fire Drill is 12 minutes.</p> <p><b>Buatan Estate:</b> PPE has provided for all workers in Buatan Estate as per result of risk assessment. However, based on field observation (6-Jul-2019) at Afdeling 5 (1991) hanging on truck vessel without PPE and Afdeling 4 FFB loader not used PPE properly.</p> <p><b>Scheme Smallholders:</b> Based on field observation of sample smallholders at Plot No. 3451 Farmer Group 152 (KUD Mitra Usaha): found that spraying workers at plot/kavling of Mr. Ngationo was not use Apron, mask, gloves. This is not comply with HIRAC (update 5 Jan 2019) and SOP Group Certification (SK SOP PT. IIS-Kebun Plasma Buatan No.033/DOK/SOP/PT.IIS-ICS KLB/2017, dated 2 Jan 2017). PPE requires Boot/Rubber Boot, Mask, Apron, Goggles, Head Cover and Eyes Protector.</p> <p><b>Associated Smallholder Buatan (KKPA Buatan):</b> Checklist PPE monitoring on April 2019 for Harvester.</p> <p><b>Smallholders Scheme:</b> Checklist Monitoring PPE used KUD Tani Rukun: FG 208 (checked on 3 Jan 2019) for 6 workers at 6 plots; FG 209 (checked on 10 May 2019) for 6 workers at 6 plots (1 helmet broken for Mr. Ujang).</p> <p><b>Major NC:</b> Objective evidence: Based on field observation, auditor found that: 1. Worker hanging on vessel truck and without using PPE at Afdeling 5 Buatan</p>	
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		<p>Estate/Simpang Perak Estate while vehicle is moving 2 (two)</p> <ol style="list-style-type: none"> <li>2. FFB loader not using PPE during working at Afdeling 4 Buatan Estate/Simpang Perak Estate.</li> <li>3. In Plot No. 3451 Farmer Group 152 (KUD Mitra Usaha), one person conduct pesticide spraying individually and without using PPE properly. This is not comply with applicable procedure (SOP Group Certification - SK SOP PT. IIS-Kebun Plasma Buatan No.033/DOK/SOP/PT.IIS-ICS KLB/2017, dated 2 Jan 2017.</li> </ol> <p><u>Correction:</u></p> <ol style="list-style-type: none"> <li>1. PT IIS Buatan II POM has taken action by issued the warning letter to the worker who violate the OSH regulation. Warning letter No. 002/ST/KSP/07/2019 dated 16 July 2019 on behalf TCH and warning letter No. 001/ST/KSP/07/2019 dated 16 July 2019. In the warning letter valid for six month and if there is a violation regarding OSH regulation the diciplinaries sanction can be escalated.</li> <li>2. Company also has socialized and refresh the OSH regulation to all workers particularly for FFB loader on 19 July 2019.</li> <li>3. Management Plasma Buatan II has issued the warning letter No. 126/KUD-MU/VII/2019 dated 13 July 2019 on behalf TH, Kavling 3451 KT 152. The smallholder member also has made the statement letter for recognizing and willing to comply the regulation and Group Certification procedure. Socialization and awareness regarding the procedure has been conducted on 10 July 2019. The awareness training regarding pesticide use and OSH regulation regarding the PPE usage has been informed to smallholder member on 25 July 2019 to KUD Mitra Usaha, KUD Bina Mulia and KUD Tani Rukun, evidence of awareness can be demonstrated.</li> </ol> <p><u>Conclusion:</u></p> <p>Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019</p>	
4.7.4	The responsible person(s) for occupational	Buatan II POM:	comply

	<p>health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.          - Major compliance -</p>	<ul style="list-style-type: none"> <li>• Safety Committee (P2K3) approved by Transmigration and Labor Agency No. KEP. 158/Disnakertrans-PK/SK-P2K3/VII/2018, dated 31<sup>st</sup> July 2018.</li> <li>• Appointed Safety Officer (Ahli K3U) is Mr. Sona Evan with license card No. Reg. 49685/PK3/AJ/14/2018/P0, expiry date 5<sup>th</sup> March 2021.</li> <li>• Periodical safety meeting conducted in monthly basis. Last three (3) month Safety Meeting is on 8 Mar 2019, 12 Apr 2019 and 10 May 2019. These meeting attended by 15 persons.</li> <li>• Three monthly periodical safety report (Laporan P2K3) has been submitted to Manpower Agency. Last report submitted on 4 Jul 2019 (Apr-Jun 2019).</li> </ul> <p>Scheme smallholders:          Based on sampling visited at KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia, it was clear that smallholder’s cooperative has established a team who has been responsible on implementation of OHS.</p>	
4.7.5	<p>A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.          - Minor compliance -</p>	<p>Buatan I POM, Buatan Estate and Scheme Smallholders:          Emergency Response procedure has been established No. File: AA-EMS-447-PR Rev.2 Date March 2017.          Procedure for emergency in Buatan Estate and Smallholder is more concern on Fire, Chemical, Agro Chemical Spill and Hazardous spill to environment. Emergency Organization structure has been available also for job and responsibility has been defined for each section.          Whereas, an Emergency in Buatan II POM includes Fire, Palm Oil Effluent Pond leakage, Hazardous waste spillage, Boiler and gas tube Explosion, earth quake, floods, landslide. Emergency drill conducted periodically, latest in February 2019 regarding Fire handling at Mill.          The Certificate Holder has also prepared the procedure on work accident under “Standard Operasional Prosedur – Investigasi Kecelakaan Kerja nomor AA-SMK3-18001.02-R0”, revision 0 dated 1st April 2018. First aid training has been conducted on 14-15 March 2019 for Buatan Estate, Plasma Buatan and Buatan I Palm Oil Mill. Attendance list are available as evidence.</p>	comply
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance (see criterion</p>	<p>Buatan II POM:          All workers at Buatan 2 POM already covered by medical insurance (BPJS Kesehatan) and</p>	comply

	<p>6.5.3).          - Minor compliance –</p>	<p>accident insurance (BPJS Ketenagakerjaan). Total 109 Mill workers are covers by insurance. Buatan 2 POM paid Medical Insurance in monthly basis, evidence of payment period May 2019 paid on 9<sup>th</sup> May 2019. While, the Accident Insurance already covers 97 permanent workers and 12 daily workers at Mill. Last payment is on May 2019 with payment code #190505274622 and #190505282588. The payment is using electronic payment system of BPJS Ketenagakerjaan.</p> <p>Buatan Estate:          All workers at Buatan Estate already covered by medical insurance (BPJS Kesehatan) and accident insurance (BPJS Ketenagakerjaan). Total 873 Estate workers are covers by insurance. Buatan Estate paid Medical Insurance in monthly basis, evidence of payment period May 2019 already verified. While, the Accident Insurance already covers 219 permanent workers and 261 daily workers at Estate. Last payment is on May 2019 with payment code #190600027480 and #190602336151. The payment is using electronic payment system of BPJS Ketenagakerjaan.</p> <p>Smallholders Scheme:          The government covers medical insurance for smallholders and it is optional. Based on interview with smallholders at KUD Tani Rukun, KUD Mitra Usaha, KUD Bina Mulia, most of farmers/smallholders has had insurance (BPJS Kesehatan Mandiri).</p> <p>Associated Smallholders (KKPA Buatan):          Total 148 workers are covers by insurance. KKPA Buatan paid the Accident Insurance that covers 49 permanent workers (SKU) and 99 daily workers (PHL). Last payment is on May 2019 with payment code #190600046664 and #190502424860. The payment is using electronic payment system of BPJS Ketenagakerjaan.</p>	
<p>4.7.7</p>	<p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.          - Minor compliance</p>	<p>Buatan II POM:          Work Incident Log and Near Miss Report period Apr-Jun 2019. Total three (3) incident with category Medical Aid and total Lost Time Incident is 0 mandays. The incident occurs on:</p> <ul style="list-style-type: none"> <li>• 7 Jan 2019 (Bunch Crusher Operator); total LTA = 0 mandays.</li> <li>• 13 Jan 2019 (Boiler Operator); total LTA = 0 mandays.</li> </ul>	<p>comply</p>

		<ul style="list-style-type: none"> <li>• 30 Apr 2019 (Sterilizer Operator); total LTA = 0 mandays. While, there is 14 incident of unsafe condition also occurred during period Jan-Mar 2019.</li> </ul> <p>Buatan Estate:          Work Incident Log and Near Miss Report period Jan-May 2019. Total fourteen (14) incidents with category Medical Aid and total Lost Time Incident is 0 mandays. The incident occurs on:</p> <ul style="list-style-type: none"> <li>• Jan 2019 = 5 incidents.</li> <li>• Feb 2019 = 3 incidents.</li> <li>• Mar 2019 = 1 incident.</li> <li>• Apr 2019 = 5 incidents.</li> <li>• May 2019 = 1 incident.</li> </ul> <p>Buatan Scheme Smallholders:          The record of injuries has shown under document of "Monitoring Kecelakaan Kerja" that reported by "Puskesmas Makmur and Puskesmas Bukit Haparan", since 2018 there were no injuries cases (Nill)".</p>	
<p><b>Criterion 4.8</b>          All staff,workers, smallholders and contract workers are appropriately trained.</p>			
4.8.1	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.          - Major compliance -</p>	<p>PT Inti Indosawit Subur – Buatan II POM has shown the record of training program and its implementation related to the aspects of RSPO PnC under "Kalender Pelatihan Environmental and Sustainabilty Tahun 2018", was prepared by Asian Agri Learning Institute</p> <p>Training program 2018 - for Buatan Estate such as:</p> <ul style="list-style-type: none"> <li>• Sosialization of replanting -&gt;</li> <li>• Training of Self Development and Character Building -&gt;</li> <li>• Training ISO 14001:2015 -&gt;</li> <li>• Safety awareness training -&gt;</li> <li>• Refresh training on fertilizing -&gt;</li> <li>• Training of technical and managerial -&gt;</li> </ul> <p>Traning program 2018 &amp; 2019 for Buatan II POM:</p>	comply

		<ul style="list-style-type: none"> <li>• Sustainability Awareness – conducted on 14<sup>th</sup> March 2018 – attended by 5 workers, e.g: Yustejo, Sugito, Friska, Dian Aprilzal and, Dian Afrizal (Note: Checklist of Individual Training Record PMKS Buatan II” tidak ada)</li> <li>• Traceability and Awareness. conducted on 14<sup>th</sup> March 2018 – attended by 5 workers, e.g: Yustejo, Lugito, Friska, Dian Aprilzal and, Dian Afrizal (Note: Checklist of Individual Training Record PMKS Buatan II” tidak ada). Planned November 2018. REALIZATIONB????</li> <li>• HCV Awareness – planned March 2018</li> <li>• Basic Fire – planned March.</li> <li>• Basic fire training, dated 12<sup>th</sup> March 2019, location in Buatan Estate, was attended by 16 workers</li> <li>• Training on integrated pest management, dated 9<sup>th</sup> February 2018. Location on KUD Mitra Usaha, was attended by 22 smallholders member</li> <li>• Refreshment training on implementation the RSPO requirement dated 5<sup>th</sup> January 2019 was attended by 18 smallholders member.</li> </ul>	
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>Buatan II POM and Buatan Estate:  Record of training for each employee has been maintained as in “Checklist of Individual Training Record PMKS Buatan II”, such as in Buatan II POM:</p> <ul style="list-style-type: none"> <li>• Personal Data Training namely Mr Jaswirman (Production Administrator), training record: Training of RSPO Tracebility (9<sup>th</sup> March 2012), Sustainability awareness (25<sup>th</sup> November 2013), Basic Safety Training (3<sup>rd</sup> April 2017)</li> <li>• Yustejo Arif Saragih, training record: Training of RSPO Tracebility dated 10<sup>th</sup> February 2017, Basic Safety Training dated 3<sup>rd</sup> April 2017 and HCV training 14<sup>th</sup> August 2018 - NOTE: Sustainability Awareness and Tracebility Awareness (14<sup>th</sup> March 2018”?????)</li> <li>• Ivanali Ginting: Training of RSPO Tracebility dated 10<sup>th</sup> February 2017, Sustainability Awarness (25<sup>th</sup> November 2013).</li> </ul> <p>Sample training record seen:</p> <ul style="list-style-type: none"> <li>• Mr.Yustejo Arif Saragih (production clerk) participated in training: “Training SOP Mass Balance and SOP Traceability” dated 5 December 2017; “Training Traceability and Mass</li> </ul>	

		<p>Balance" dated 10 November 2018;</p> <ul style="list-style-type: none"> <li>• Mrs.Friska T (weighbridge operator) participated in training: "Training SOP Mass Balance and SOP Traceability" dated 5 December 2017; "Training Traceability and Mass Balance" dated 10 November 2018;</li> <li>• Mr.Ivanali Ginting (weighbridge operator) participated in training: "Training SOP GHG" dated 29 November 2016; "Training SOP Mass Balance and SOP Traceability" dated 5 December 2017; "Training Traceability and Mass Balance" dated 10 November 2018;</li> <li>• Mr.Dian Afrizul (dispatch operator) attended: "Training SOP GHG" dated 29 November 2016; "Training SOP Mass Balance and SOP Traceability" dated 5 December 2017; "Training Traceability and Mass Balance" dated 10 November 2018;</li> </ul>	
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>			
<p>Criterion 5.1</p>			
<p><b>Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</b></p>			
<p>5.1.1</p>	<p>Environmental impact assessment document(s) shall be available. - Major compliance -</p>	<p>Buatan 2 POM, Estate and Smallholders: History of EIA documents for scope of Buatan 2 POM as follow: <u>1995:</u> Approval of EIA Comission No. 013/ANDAL/BA/V/95, dated 3<sup>rd</sup> May 1995. "Persetujuan Komisi AMDAL Departemen Pertanian RI tentang Studi Analisis Dampak Lingkungan (ANDAL) Perkebunan Kelapa Sawit Pola PIR-Transmigrasi dan Pabrik Minyak kelapa Sawit (PMKS) di Kab. Kampar, Indragiri Hulu dan Bengkalis, Propinsi Riau. Mill capacity 30 MT FFB/hours.  <u>2009:</u> Approval of EIA Document by Riau Governor No. Kpts.975/X/2009, dated 28<sup>th</sup> October 2009. Scope: Upgrade of Mill Capacity to 60 MT FFB/hours and additional activities (Central Workshop and Tissue Culture Laboratory).  <u>2012:</u> Approval of EIA document (DPPL) No. 660/BLH-AM/2012/202, dated 27<sup>th</sup> February 2012. This approval issued by Environmental Agency of Pelalawan Regency related to Construction of Kernel Crushing Plant Buatan 2 POM. Construction of Biogas Installation</p>	<p>comply</p>



		also explain and describe in this document.	
5.1.2	Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact requires changes in current company's practices) shall be available. The company's management shall appoint the responsible person(s) for the implementation of the document. - Minor compliance -	<p>Buatan 2 POM, Estate and Smallholders:            There is an environmental management and monitoring plan in term of "Rencana Pengelolaan dan Pemantauan Lingkungan" under Section IV of EIA document. Plan has covered all significant impacts with detail activities programme, relevant regulation, person in charge, and time table.            Review of record and field inspection found all activities plan have been implemented and reported in "Laporan RKL RPL".</p> <p>Scheme Smallholders:            For Smallholder scheme, the environment management plan is directive from the company. Based on interview with sample of smallholder at KUD Tani Rukun and KUD Mitra Usaha, it was explained the type of environmental impact from their oil palm plantation such as: water pollution -&gt; control the spraying and fertilizer application, avoid spraying near water body; soil erosion -&gt; no blanket spraying, frond stacking, degradation on wildlife -&gt; no hunting.</p>	comply
5.1.3	Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis. - Minor compliance -	<p>Buatan 2 POM and Estate:            "Laporan Izin Lingkungan Kegiatan Perkebunan dan Pabrik Pengolahan Kelapa Sawit PT. Inti Indosawit Subur Buatan" period Jul-Dec 2018. This report accepted by relevant authorities such as:</p> <ul style="list-style-type: none"> <li>• Environmental Agency of Pelalawan Regency, dated 15 Feb 2019.</li> <li>• Plantation Agency of Pelalawan Regency, dated 15 Feb 2019.</li> <li>• Environmental Agency of Riau Province, dated 15 Feb 2019.</li> <li>• Plantation Agency of Riau Province, dated 15 Feb 2019.</li> <li>• Environmental Electronic Report (SIMPEL) to Ministry of Environmental and Forestry, dated 5 Mar 2019. ID TTE: 1551798233-1744. PMKS Buatan II.</li> </ul>	comply
<b>Criterion 5.2</b>			
The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.			
5.2.1	Record(s) on the results of High Conservation Value (HCV assessment) that includes both the	Simpang Perak Estate and Scheme Smallholder: Simpang Perak Estate previously was include in Buatan Estate (Division IV, V, VI and VII).	comply

	<p>planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available.</p> <p>- Major compliance -</p>	<p>Currently those division was separated from Buatan Estate and has its own estate namely Simpang Perak estate however the size area remain same and not change. PT Inti Indosawit Subur – Buatan Estate has conducted the HCV identification in coordination with “Fakultas Kehutanan Institut Pertanian Bogor” on March –April 2009, under “Laporan Final Kajian Penuh Identifikasi dan Analisis Keberadaan High Conservation Value di Areal PT Inti Indosawit Subur, Kebun Buatan Provinsi Riau”. The HCV assessment conducted based on “Panduan Kawasan Bernilai Konservasi Tinggi di Indonesia”, issued by Konsorsium Revisi HCV Toolkit Indonesia dated 12/07/2008.</p> <p>Based on HCV identification total HCV area identified was 55.56 ha in Buatan Estate. Buatan Estate currently divided to become 2 estate, Buatan Estate: Division I, II and III as supply base Buatan I POM and Simpang Perak Estate Division (<i>previously was division IV, V, VI and VII currently changing to become division I - IV</i>) as supply base Buatan II POM. So that the HCV area in Simpang Perak Estate as supply base Buatan II POM was 27.78 ha.</p> <p>HCV identified in Simpang Perak Estate consist of:</p> <ul style="list-style-type: none"> <li>• HCV 1.1, 1.2 and 4.1: Riparian zone Kerinci Besar River (38.9 Ha);</li> <li>• HCV 1.1, 1.2 and 4.1: Riparian zone Laniago River (4.50 Ha);</li> <li>• HCV 1.2 and HCV 6: Conservation forest for Manggeris trees (Pohon Madu): 10.5 Ha;</li> <li>• HCV 1.2 and HCV 6: Conservation forest for Manggeris trees (Pohon Madu): 3.60 Ha;</li> <li>• HCV 6: ancient graveyard: 0.66 Ha;</li> </ul> <p>HCV identification was consulted to the relevant stakeholder and HCV map is available in place. HCV assessment also including Smallholder Buatan area and used in scheme smallholder operation.</p> <p>The HCV identification document has explained the general condition of landscape surrounding company’s plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore no recommendation for wildlife corridor.</p>	
5.2.2	<p>Whererare, threatened or endangered (RTE) species and or other HCVs are present or</p>	<p>Simpang Perak Estate and Scheme Smallholder:          Based on HCV Identification assessment, it was found that there are protected species</p>	<p>comply</p>

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	<p>affected by the plantation and mill operations, an appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan.          - Major compliance -</p>	<p>consist of 8 mammals and 10 birds species according to national regulation (PermenLHK Nomor P.20/MENLHK/SETJEN/KUM.1/6/2018, CITES and IUCN). It was found RTEs during HCV identification, such as:</p> <ul style="list-style-type: none"> <li>• 8 mammals species: Rusa Sambar (<i>Cervus unicolor</i>), Kucing Hutan (<i>Felis bengalensis</i>), Owa (<i>Hylobates agilis</i>), Monyet Ekor Panjang (<i>Macaca fascicularis</i>), Trenggiling (<i>Manis javanica</i>), Musang luwak (Paradoxurus hermaphrodites), Lutung Dada Putih (Presbytis femoralis) and Kancil (<i>Tragulus javanica</i>);</li> <li>• 10 birds species: Burung Madu Sepah Raja (<i>Aethopyga siparaja</i>), Raja Udang Meninting (<i>Alcedo meninting</i>), Baza Hitam (<i>Aviceda leuphotes</i>), Rangkong Badak (<i>Buceros rhinoceros</i>), Tokhtor Sunda (<i>Carpococcyx radiceus</i>), Beo (<i>Gracula religiosa</i>), Cekakak cina/belukar (<i>Halcyon pileata</i>), Cekakak Batu (<i>Lacedo pulchella</i>), Betet Ekor Panjang (<i>Psittacula langicauda</i>) and Elang Ular Bido (<i>Spilomis cheela</i>);</li> </ul> <p>•          Based on field visit, PT. Inti Indosawit Subur – Simpang Perak Estate demonstrate efforts to protect rare species and its habitat by establishing the “Conservation Management Plan 2019” through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation.          PT. Inti Indosawit Subur – Simpang Perak Estate created posters listing all protected flora and fauna, endangered and threatened species and placed on location accessible to public such as Estate offices, worker housing, village offices as well as entrance way to plantation area.          The company conducted monitoring of HCV and RTEs regularly (every six month), the latest monitoring was conducted in December 2018 for July - December 2018.          Group manager Smallholder Buatan has determined HCV management and monitoring plan as recommended in HCV Assessment report and presented in “Conservation Management Plan PT Inti Indosawit Subur, Plasma Buatan 2019”. Management plan to conserve RTE species for such as highlights members adjacent to protected areas/natural waterways/potential HCVs including as part of the regular field checks to ensure compliance, i.e clear boundaries and no encroachments, monitoring of RTE species. List of HCVs and RTEs findings display on the notice board is available during onsite audit.</p>	
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<p>5.2.3</p>	<p>Program(s) to socialize the status of protected, rare, threatened or endangered (RTE) to all workers shall be available, including records of appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species. - Minor compliance –</p>	<p>Simpang Perak Estate and Scheme Smallholder: PT Inti Indosawit Subur has a program to socialize the status of protected, rare, threatened or endangered (RTE) to all workers. Socialization has conducted through muster morning in each division by field assistant, latest refreshment to Estate workers Simpang Perak Estate (Division I, II, III and IV) conducted on 7, 18, 19 and 24 June 2019 while for Buatan II POM workers on 9 April 2019. Company also provided signboard regarding HCV protection and RTE species protection in the strategic place as a campaign to awareness the workers/people. Socialization to surrounding community also performed by company to enhance awareness of natural conservation, latest socialization conducted on 15 January 2018. Company also has implemented appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species. Sanction and process based on UU No. 5 tahun 1990. Based on interview with worker representative and field workers – workers have understand protection of plant and animal. The workers also aware of company policy prohibits hunting, raising and killing protected animal. Refreshment and awareness regarding HCV and wildlife protection performed by company through muster morning in each division/afdeling PT Inti Indosawit Subur – Simpang Perak Estate and Buatan II POM. Refreshment and awareness to smallholder scheme (KUD, WKAK and smallholder member) has also conducted by ICS management and PT Inti Indosawit Subur on 30 October 2018, next training and refreshment for HCV to smallholder was planed in October 2019 as per Training plan 2019 Kebun Plasma Buatan. Socialization to KKPA Delima Sakti has been done on 6 February 2019 by Field assistant.</p>	<p>comply</p>
<p>5.2.4</p>	<p>Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan. - Minor compliance –</p>	<p>Simpang Perak Estate: PT Inti Indosawit Subur – Simpang Perak Estate has developed the Conservation Management Plan 2019. Evidence Continous monitoring documentation and report regarding the status of RTE species and HCV presented in “Laporan Monitoring tumbuhan dan Satwaliar PT Inti Indosawit Subur, Kebun Buatan” Periode Juli – Desember 2018. Monitoring documentation such as: “Daftar Temuan Satwa liar di Areal kebun” contain information regarding result of wildlife and RTE species monitoring, “tabel Monitoring Kerusakan kawasan lindung” contain information regarding result of HCV area monitoring and HCV condition monitoring such as illegal hunting, HCV area disturbance, and HCV</p>	<p>comply</p>

		<p>condition. Latest monitoring both RTE species and HCV area conducted on December 2018. Sample seen: Wildlife monitoring in Block F89b period December 2018, found presence of animal such as: <i>Bucerotidae</i>, <i>Orthotomus sp</i>, <i>Prinia familiaris</i>, <i>Macaca fascicularis</i>, <i>Tupaia tana</i>. Monthly monitoring of HCV area condition and animal species also performed by Field Assistant and each Foreman Afdeling, animal presence recorded in "Daftar Temuan Satwa Liar di Areal Kebun". Sample seen in Wildlife monitoring in Simpang Perak Estate Block D90a-c, D91a-c, E90a-c and E91a-c period June 2019, found presence of animal such as: Raja udang, Perkutut, Musang, Ular kobra, Biawak, ruak-ruak dan burung elang</p> <p>Evaluation the effectiveness of management and monitoring plan implementation reported each semester in "Laporan Monitoring tumbuhan dan Satwaliar PT Inti Indosawit Subur, Kebun Buatan". Evaluation result and recommendation of management and monitoring contain in the report. Report also submitted to BKSDA Privinsi Riau, evidence of report submission record in "Daftar Distribusi Internal, receipt date 14 February 2019. This recommendation give the feedback and improvement to conservation management plan.</p> <p>Scheme Smallholder: The responsibilities of group members smallholder is covered in "SOP Konflik Dengan Satwa Dilindungi No. 015/DOK/SOP/PT.IIS-ICS KLB/2017" dated 2 January 2017. All member shall be observe and identified the presence of RTE species in their kavling/plantation and noted in the logbook and report to ICS "Petugas Penyuluhan"; the report will be sumbited to Group Manager. Group manager, ICS and member together involving to conserve the HCV and RTE species.</p> <p>Scheme Smallholder can be demonstrated the result of RTE species and HCV monitoring on "Formulir Daftar Temuan Satwa Liar". Logbook with details of threats to HCV (including sightings of RTE) available at the site office. Sample seen:</p> <ul style="list-style-type: none"> <li>• KKPA Delima Sakti: Since January to June 2019 observed the presence of animal such as Ular sawah (<i>Python reticulatus</i>), Musang (<i>Paradoxurus hermaphroditus</i>), Tupai tanah (<i>Tupaia tana</i>), Kucing hutan (<i>Felis bengalensis</i>), Biawak (<i>Varanus salvator</i>), Burung gagak (<i>Corvus enca</i>), Ayam hutan (<i>Gallus gallus</i>), Ruak-ruak (<i>Amaurornis phoenicurus</i>), Burung bubut (<i>Centropus bengalensis</i>), Cekakak cina (<i>Halcyon pileata</i>).</li> </ul>	
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		<ul style="list-style-type: none"> <li>• KUD Tani Rukun: Since January to June 2019 observed the presence of animal such as Sanca Bodo (<i>Python bivittatus</i>), Kobra (<i>Naja sumatrana</i>), Kucing Hutan (<i>Prionailurus bengalensis</i>), Tupai tanah (<i>Tupaia tana</i>), Biawak (<i>Varanus salvator</i>), Elang tikus (<i>Elanus caeruleus</i>), Burung madu (<i>Nectarinia jugularis</i>), Cekakak belukar (<i>Halcyon cyanoventris</i>), Beruk (<i>Macaca nemestrina</i>).</li> <li>• KUD Mitra Usaha: Since January to June 2019 observed the presence of animal such as Sanca bodo (<i>Python bivittatus</i>), Kucing hutan (<i>Prionailurus bengalensis</i>), Kobra (<i>Naja sumatrana</i>), Tupai tanah (<i>Tupaia tana</i>), Biawak (<i>Varanus salvator</i>), Elang tikus (<i>Elanus caeruleus</i>), Burung madu (<i>Nectarinia jugularis</i>), Cekakak belukar (<i>Halcyon cyanoventris</i>).</li> <li>• KUD Bina Mulya: Since January to June 2019 observed the presence of animal such as Sanca Bodo (<i>Python bivittatus</i>), Kobra (<i>Naja sumatrana</i>), Kucing Hutan (<i>Prionailurus bengalensis</i>), Tupai tanah (<i>Tupaia tana</i>), Biawak (<i>Varanus salvator</i>), Elang tikus (<i>Elanus caeruleus</i>), Burung madu (<i>Nectarinia jugularis</i>), Cekakak belukar (<i>Halcyon cyanoventris</i>), Beruk (<i>Macaca nemestrina</i>).</li> </ul> <p>According to the procedure, all member has responsible to report the presence of RTE species, animal conflict, and threats to HCVs in their kavling. They report to ICS or KT and forward to Group Manager ICS.</p>	
5.2.5	<p>Where HCV areas overlapped with an identified local community's land, there shall be evidence of a negotiated agreement that optimally safeguard their HCVs and the local community's rights.</p> <p>- Minor compliance –</p>	<p>Simpang Perak Estate and Scheme Smallholder:  All HCV and conservation areas within the company areas. Based on document verification, field visit and interview with stakeholders, there was no HCV area under existing rights of local community.</p>	comply
<p><b>Criterion 5.3</b>  Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
5.3.1	<p>A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p>	<p>Buatan 2 POM and Estate:  All waste products has been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts). Domestic waste is the main concern to be manage. Both Mill and Estate, has periodically schedule to manage the domestic waste. The document of "Jadwal Pengangkutan Sampah 2019 untuk Karyawan</p>	comply

		<p>Buatan Estate, update 15 Jan 2019". Regulation of domestic waste management refer to "UU No. 18 Tahun 2008 tentang Pengelolaan Sampah".</p> <p>At Mill workers housing complex, the project of constructing domestic waste ditches are still in progress. It is demonstrated within the document of "Parit Limbah Cair Domestik Perumahan dan Kantor PMKS Buatan 2, 2019". Target to be finished is 2 unit located at Mill (1 unit) and Mill housing complex (1 unit). Approval project by Mill Manager and Workshop Manager.</p> <p>Scheme Smallholders: Plasma Buatan can be demonstrated "Identifikasi Sumber Polusi di Perkebunan Petani Kebun Plasma Buatan PT Inti Indosawit Subur 2018". List of source of waste and pollutant such as: ex fertilizer sack and innerbag, domestic waste in housing area, etc.</p> <p>ICS Group Plasma Buatan has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLB-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibit to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and reported to Group Manager ICS.</p> <p>Based on field observation at sample of smallholders plot in KUD Tani Rukun and KUD Mitra Usaha, there is no inner bag fertilizer was found onsite.</p>	
5.3.2	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p>	<p>Buatan II POM: All chemicals and empty containers collected and stored at permitted hazardous waste storage (Tempat Penyimpanan Sementara Limbah B3) located near Buatan-2 POM. All the hazardous waste already taken and transported by permitted collector PT. Shali Riau Lestari on 1<sup>st</sup> April 2019.</p> <p>Periodically waste report also documented and submitted to relevant agency (environmental agency) on 4<sup>th</sup> July 2019. This report is for period Apr-Jun 2019 with letter No: 079/MI-PBD/EXT/VII/2019.</p> <p>Sample of Hazardous Waste Manifest:</p>	comply

		<p>#AAO0012960 Waste Code: B105d, Waste: Dirt Lubricant, Volume: 0.0180 Ton.          #AAO0012961 Waste Code: B110d, Waste: Lubricant Filter Oil, Volume: 0.0483 Ton.          #AAO0012962 Waste Code: B104d, Waste: Contaminated Container, Volume: 0.2339 Ton.</p> <p>Smallholders Scheme:          Group manager Smallholder Buatan has a policy and mechanism to manage the waste from ex fertilizer sack according to procedure of "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun No. 035/DOK/SOP/PT.IIS KLB-AA/2016" dated 2 December 2016. The ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag of fertilizer was delivered to collector.</p> <p>During field visit and interview with sample smallholder in KUD Tani Rukun and KUD Mitra Usaha, they were well aware of the mechanism.</p>	
5.3.3	<p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available.          - Minor compliance –</p>	<p>Buatan Estate:          Based on field observation at Buatan 1 Estate workers complex, it was clearly observe that waste management implemented and for domestic waste installation was still in progress. The documented program was verified "Pembuatan Pengelolaan Limbah Domestik untuk Kebun Buatan akan dimulai awal tahun 2020."</p>	comply
<p><b>Criterion 5.4</b>          Efficiency of fossil fuel use and the use of renewable energy is optimized.</p>			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.          - Minor compliance –</p>	<p>Buatan 2 POM has a plan to improving efficiency of the use of fossil fuel. To optimizing renewable energy, Buatan 2 POM use fibre and shell burnt to the Boiler to operate Steam Turbine. While Diesel genset using fossil fuel (diesel) prior steam turbine started. The energy production sourced from renewable material (fibre and shell) within period Aug 2018 to May 2019 presented as below:</p>	comply



		<p style="text-align: center;"><b>Efficiency of Energy Used at Buatan-2 POM</b></p> <table border="1"> <caption>Data for Efficiency of Energy Used at Buatan-2 POM</caption> <thead> <tr> <th>Month</th> <th>Steam Turbine (KWH)</th> <th>Diesel Genset (KWH)</th> </tr> </thead> <tbody> <tr> <td>Aug-18</td> <td>685.850</td> <td>8.04</td> </tr> <tr> <td>Sep-18</td> <td>524.800</td> <td>8.736</td> </tr> <tr> <td>Oct-18</td> <td>655.756</td> <td>9.904</td> </tr> <tr> <td>Nov-18</td> <td>385.800</td> <td>21.472</td> </tr> <tr> <td>Dec-18</td> <td>555.250</td> <td>19.728</td> </tr> <tr> <td>Jan-19</td> <td>514.500</td> <td>35.088</td> </tr> <tr> <td>Feb-19</td> <td>481.649</td> <td>15.248</td> </tr> <tr> <td>Mar-19</td> <td>439.400</td> <td>20.320</td> </tr> <tr> <td>Apr-19</td> <td>486.200</td> <td>16.160</td> </tr> <tr> <td>May-19</td> <td>464.500</td> <td>22.720</td> </tr> </tbody> </table> <p>According to the actual data record, Buatan 2 POM has implementing efficiency of the use of fossil fuel (3%) against renewable energy (97%).</p>	Month	Steam Turbine (KWH)	Diesel Genset (KWH)	Aug-18	685.850	8.04	Sep-18	524.800	8.736	Oct-18	655.756	9.904	Nov-18	385.800	21.472	Dec-18	555.250	19.728	Jan-19	514.500	35.088	Feb-19	481.649	15.248	Mar-19	439.400	20.320	Apr-19	486.200	16.160	May-19	464.500	22.720	
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<p><b>Criterion 5.5</b></p>			
<p>Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			
<p>5.5.1</p>	<p>Records of land clearing with zero burning shall be available, referring to the ASEAN Policy on Zero Burning (2003) or other recognised techniques based on the existing regulations. - Major compliance -</p>	<p>Buatan II POM and Estate: No open burning was noted during field visit and interviewed with local communities and workers.  Scheme Smallholder: Based on interview with smallholder in KUD Mitra Usaha, KUD Bina Mulya, KUD Tani Rukun and KUD Delima Sakti, stated that there is no fire in smallholder's oil palm plantation.</p>	<p>comply</p>

5.5.2	<p>Where fire has been used for eradication of pest during replanting, the records of the analysis of the use of fire and permit from the authorised agency shall be available.</p> <p>- Minor compliance -</p>	<p>Buatan II POM and Estate:  PT Inti Indosawit Subur – Simpang Perak Estate has developed an early warning system, to monitor the risk of fire. The system “Sistem Peringkat Bahaya Kebakaran 1 &amp; 2”. The monitoring system calculating the field condition, ignition risk, potential drought and smoke, fire handling, fire fighting difficulty and weather index. Patrol report indicating any fire incident.</p> <p>Visit to replanting area 2019 at Simpang Perak Estate, the land preparation is using mechanical method. No any open burning was noted for land preparation. It can also demonstrated in the agreement contract between compay and subcontractor that all activity of replanting is performed manual and mechanically.</p> <p>Scheme Smallholder:  No any open burning was noted for land preparation and any activity in KUD Tani Rukun, KUD Mitra Usaha and KUD Bina Mulya. Replanting plan has been drawn up in the near future. The replanting plan was available under “S Pelaksanaan Replanting Kebun Plasma Buatan”. For instance KUD Tani Rukun: Replanting plan in 2024 was 356 ha, year 2025 was 318 ha and 2026 was 280 ha; KUD Mitra Usaha: Replanting plan in 2023 was 640 ha, year 2024 was 358 ha and 2025 was 202 ha; KUD Bina Mulya Replanting plan in 2026 was 240 ha and year 2027 was 632 ha. KUD Mulus Rahayu demonstrated “Data Statistik Blok SP1” explained that replanting has been done in 2016 with area 310 ha.</p> <p>During field visit at KUD Mitra Usaha, KUD Bina Mulya, KUD Tani Rukun and KKPA Delima Sakti on 8 – 9 July 2019, there is no activity of land clearing and replanting and no burning activity.</p>	comply
<p><b>Criterion 5.6</b>  Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			
5.6.1	<p>Document(s) assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent, shall be available. (see Criterion 4.4)</p> <p>- Major compliance -</p>	<p>Buatan-2 POM and Buatan Estate:  PT Inti Indosawit Subur – Buatan II POM has identified the emission sources and pollution under document of “Enviromental Aspect-Impacts (Evaluasi Aspek-Dampak Lingkungan) year 2019”. Identification of greenhouse gas (GHG) emissions sources both of Mill, Estate and Smallholders consist of emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, fertilizer application, fossil fuels usage,</p>	comply

		<p>transport of FFB The assessment of pollution activities was documented in "Mitigasi Has Rumah Kaca". All the activities of mill and estate as well as the waste generated has been well documented, for examples the operational activities from generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation.</p> <p>Smallholders Scheme:          Group manager has prepared the list significant pollutants and identify sources of emissions, presented in "Identifikasi Sumber Polusi di Perkebunan Petani Kebun Plasma Buatan PT Inti Indosawit Subur 2019". List of significant pollutant such as emission from FFB transportation, water pollutant from fertilizing and spraying activity, emission from generator usage.</p>	
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.          - Major compliance -</p>	<p>Buatan II POM, Estate and Sheme Smallholder:          Based on Significant pollution and GHG emission was identified, for estates comes from using of pesticides, action plan to reducing pesticide was made such as program of integrated pest control where minimize to use chemical/pesticides, . Graph of emission and pollutant were provided to monitor trend of them in monthly basis.</p> <ul style="list-style-type: none"> <li>• Using EFB as organic fertilizer.</li> <li>• Planting beneficial plant</li> <li>• Efficiency of fossil fuel.</li> <li>• Using fibre and shell for boiler</li> <li>• Capturing methane gas from POME</li> <li>• Increasing renewable energy usage as electricity from methane capture facility.</li> </ul> <p>The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fiber and shell for boiler.</p>	comply
5.6.3	<p>A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.          - Minor compliance -</p>	<p>Buatan II POM, Estate and Sheme Smallholder:          Emission monitoring system by using "RSPO PalmGHG" system calculation. Emission from estate, smallholder and mill operation was calculated and monitored, emission reduction achieved.</p>	comply

		<p>Monitoring of any pollutant has been done in daily, weekly and monthly basis, report of monitoring was recorded in the "RKL/RPL" report, and this report submitted to the related institution every 6 month. The company has prepared a strategy in effort to reduce and mitigate pollution and emission.</p> <p>Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and Genset, water quality test for river (upstream and downstream), effluent water quality, noise, etc.</p> <p>Regular monitoring and calculation of polluting and emission from estate and mill available using Palm GHG Calculator V.3.0.1. The result of GHG calculating available in Appendix I.1a shown that emission analysis result was complied with regulation.</p>	
<p><b>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills</b></p>			
<p><b>Criterion 6.1</b>  Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>			
6.1.1	<p>A social impact assessment (SIA) including records of meetings shall be documented.  - Major compliance -</p>	<p>PT Inti Indosawit Subur – Buatan II POM has shown the document of Social Impact Assessment PT Inti Indosawit Subur Kebun Buatan di Kabupaten Siak dan Kabupaten Pelalawan Propinsi Riau, on 2009 by Fakultas Kehutanan Institut Pertanian Bogor.</p> <p>Assessment of aspects of social impacts is done by several methods, including:</p> <ul style="list-style-type: none"> <li>• Focus Group Discussion (FGD)</li> <li>• Deep interview</li> <li>• Structured Interviews</li> </ul> <p>Field observation during the preparation for Social Impact assessment team and company management have involved communities through interviews and meetings with village peoples, farmers, village officials and regency officials. Record of meeting with affected parties and stakeholder are available and can demonstrated. Evidence of participation with affected parties is to use a questionnaire conducted on 13- 19 April 2009, questionnaires can be demonstrated at the time of the audit</p>	comply
6.1.2	<p>There shall be evidence that the assessment</p>	<p>During the preparation for Social Impact assessment team and company management</p>	comply

	<p>has been conducted with the participation of affected parties.          - Major compliance -</p>	<p>have involved communities through interviews and meetings with village peoples, farmers, village officials and regency officials.</p> <p>Record of meeting with affected parties and stakeholder are available and can demonstrated. Participation with affected parties is by interview directly and use a questionnaire conducted on 13- 19 April 2009, questionnaires can demonstrated at the time of the audit.</p>	
6.1.3	<p>Plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones, based on social impact assessment, through consultation with the affected parties, shall be available, documented and timetabled, including responsibilities for implementation.          - Major compliance -</p>	<p>PT Inti Indosawit Subur and Scheme smallholder</p> <p>The Company has prepared the plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones presented in "Rencana Kelola Dampak Sosial dan Rencana Pemantauan Dampak Sosial" based on the result of consultation with affected parties on 26<sup>th</sup> April 2019. The plan consisted of:</p> <ul style="list-style-type: none"> <li>• Farmers still lack understanding regarding internal control system (ICS) - level of understanding is about 75%, management plans: conducting training programs related to understanding the ICS and RSPO.</li> <li>• Misunderstanding of Sorting FFB at fruit collection sites (TPH) between farmers and Mill, management plan: Socialization to farmers related to regulation of Permentan no. 14/2013 concerning the "Pelaksanaan sortasi".</li> <li>• Impact of dust on the dry season caused by FFB transport activities to the mill, management: the company performs scheduled watering every day in the morning and evening.</li> <li>• Scheme smallholder PIR Plasma faces constraints in income generation in the face of replanting, management:</li> </ul> <p>Document of review on social impact assessment program has been re-established/management plans and monitoring aspects of social impacts.</p> <p>Data verified: Form of consultation with affected parties dated 4-6<sup>th</sup> April 2019, e.g: Mr Anisar (45 years old – address: Kerinci Kota Village), Mr Marlis (49 years old – address: Kerinci Kota Village), Mr Amat (47 years old – address: Kerinci Kanan Village).</p>	comply

6.1.4	The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties. - Minor compliance –	PT Inti Indosawit Subur and Scheme smallholder have reviewed the document of plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones presented in "Data Laporn Review SIA Dengan Masyarakat Semester II tahun 2019" -	comply
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance –	Social Impact Assessment has conducted as documented in "Social Impact Assessment PT Inti Indosawit Subur Kebun Buatan di Kabupaten Siak dan Kabupaten Pelalawan Propinsi Riau, on 2009 by Fakultas Kehutanan Institut Pertanian Bogor. Evidence of participation with affected parties is to use a questionnaire conducted on 13- 19 April 2009, questionnaires can demonstrated at the time of the audit.  Social impact assessment has included the smallholder area and pay attention to the impacts of smallholder schemes.	comply
<p><b>Criterion 6.2</b>          There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>			
6.2.1	Communication and consultation procedures shall be documented. - Major compliance -	Buatan Estate and mill: Company has developed a communication procedure under "Mekanisme Penanganan Permintaan Informasi Stakeholder "(No. SOP; AA-GL-5008.1-R1) dated 22nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted. In addition, record related to information request and company response kept and maintained for three (3) years. Based on public stakeholder consultation with KUD/cooperative chairman, local contractor, NGO and public official, it was revealed that company has communicating in good manner. Company also provides response to information request in accordance to authority and the communication SOP, communication and consultation has considered differential access to information for male/ female, workers, villager's representative both old and new villagers	comply

		<p>including ethnics. The procedure designed in collaboration with local communities and other affected or interested parties and also designed with consideration to the use of appropriate existing local mechanisms and languages. The procedure was in Bahasa Indonesia that understood by all surrounding communities, it verified during public consultation with stakeholders on 2<sup>nd</sup> July 2019.</p> <p>Stage of communication and consultation with public described in the procedure and it has communicated to stakeholder on 13-16 November 2018 in Buatan Estate attended by 65 workers, 12 March 2018 in Buatan II POM attended by 28 workers.</p> <p>Scheme smallholders:          Scheme Smallholder, Pelalawan and Siak Regency have a consultation and communication procedures as documented in "Mekanisme Komunikasi, konsultasi dan keluhan, dated 3rd January 2011. The procedure covers mechanism to receive information request, receive complaint, request for consultation; handle information/consultation request and handle complaint; provide response to such requests in timely manner.</p>	
6.2.2	<p>The company shall have official(s) who is responsible for consultation and communications with parties.</p> <p>- Minor compliance -</p>	<p>The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations Department – Mr. Lindu Simatupang, the Public relation officer in PT. Inti Indosawit Subur – Buatan Group. The appointment was through "Memorandum Group Manager PT. Inti Indosawit Subur - Buatan No.388/ES-KBN/Memo/06/2015 concerning of duties and responsibility of public relation at Buatan Plantation, dated 1st June 2015. The letter explicitly mentioned the roles is to consulting and communicating with community and follow up the result of consultation and communication.</p> <p>The responsible for consultation and communications with parties by Public Relation Officer (HUMAS) namely Mr. Lindu Simatupang is reporting directly to Estate Manager.</p> <p>Scheme Smallholders:          Each KUD has appointed responsible person to conduct communication and consultation to stakeholders, as regulated in each KUD Appointment Letter, e.g. KUD Kebun Sawit Harapan letter No.60/Kpts/KUD-KSH/VII/2016, dated 10th January 2016.</p>	comply
6.2.3	<p>The company shall have a list of stakeholders,</p>	<p>Buatan I POM, Estate and Scheme smallholders:</p>	Minor

	<p>records of communications, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders. - Minor compliance -</p>	<p>Company has a list of stakeholder which update on annual basis in "Updated Daftar Stakeholders PT. Inti Indosawit Subur – Buatan Group", latest update was on May 2017. From the document, it was known that company is consulting and communicating with 28 parties from government authorities: government in village-level, district-level, regency-level, and agencies such as Badan Pertanahan Nasional/BPN (national land body), Badan Konservasi Sumber Daya Alam/BKSDA (natural resources conservation agency); 32 parties from community-level: cooperative staff, community figures, mass media, etc.; 28 parties from contractors: outside FFB suppliers, FFB-collectors, school bus transport contractors, employee housing repair contractor, heavy machinery contractors, etc.; 4 Non-governmental Organizations: WWF, Scale Up, LSM Penjarah, LSM Lembaga Cegah Kejahatan Indonesia.</p> <p>Record seen: The company has recorded the stakeholders communication as Log Book, in January until June 2019 there 13 requests information, e.g:</p> <ul style="list-style-type: none"> <li>• Propose for permission to PT TGI (Transportasi Gas Indonesia) on June 21, 2019, has been held communication with relevant parties (PT TGI) on July 1, 2019 which was located in Buatan Estate office conference room, PT TGI deliver:             <ul style="list-style-type: none"> <li>- Related development fence precast along the 200 metres from the KP 414,1 – KP 414,3 are permitted 20 cm outside row patok BPN</li> <li>- At the time of PT TGI requested that given implementation of the work prior notice.</li> </ul> </li> <li>• On 18 January 2018 informastion request from DLH Pelalawan Regency concerning Hasil Kunjungan DLH Pelalawan Regency on November 2018 and has been responded on 18 January 2018 by sending Corrective action dated 30 May 2018</li> <li>• On 16 April 2018 information request from Badan Pusat Statistik Kabupaten Pelalawan, concerning survey conducting in PT IIS – Buatan Estate and has been responded on 16 April 2018.</li> <li>• Dated 5 June 2018 communication with KUD Mitra Usaha-SP X related harvesting schedule change couse ther are governor elaction, has been responded on 26 June 2018.</li> </ul> <p>Last meeting conducted was on 10 October 2018, smallholders, local government and managemet of scheme smallholders attended the meeting.</p>	
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<p><b>Criterion 6.3</b> There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>			
<p>6.3.1</p>	<p>The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence. - Major compliance -</p>	<p>Buatan Estate and Mill Company has established a mechanism to handle complaint from external party, as written in "Mekanisme Penanganan Keluhan" – complaint handling mechanism (Doc. No. SOP AA-GL-5005-RO-01) while complaint from internal regulated under "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" – Employee' complaint and resolution mechanism (Doc. No. SOP-AA-HR-3008-RO 05) and responded not more than 14 days. These mechanisms have communicated to external parties and disseminated to PT IIS employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p> <p>Scheme smallholders: The scheme smallholders have a mechanism of consultation and communication in "Mekanisme Komunikasi, Konsultasi dan Keluhan", dated 3rd January 2011. The procedure has been communicated to all members on 10 January 2017 and also recorded into the "Buku Pintar" for each of farmer.</p>	<p>comply</p>

6.3.2	<p>There shall be records of process and outcome of dispute resolution. - Major compliance -</p>	<p>Buatan Estate and Mill Workers and stakeholder grievance recorded in the log book "Monitoring Keluhan Karyawan, form No. AA-308.5/02-HR" grievance from employees are most related to damage of housing and infrastructure, sample taken:</p> <ul style="list-style-type: none"> <li>• Grievance from Buatan II Estate employees, on 12 February 2019, complaint namely Supriyono (upkeep labor) in Buatan II Estate (Simpang Perak Estate) related lack of clean water pipe line at Simpang Perak Estate Afdeling IV housing, this complaint has been responded and repaired on 13 February 2019</li> <li>• Complaint from Simpang Perak Estate Afdeling IV on 21 March 2019 namely Sahat M. (Spv. of Upkeep), related the roof leaked and has been respond and repaired on 22 march 2019</li> <li>• On 12 April 2019, complaint from Andre (upkeep labor) at Simpang Perak Estate related the zinc roof kitchen regardless because of the wind blown, has been responded and repaired on 14 April 2019</li> <li>• Complaint/grievance from Warno (Processing staff-Buatan II POM) on 10 March 2019 related leaked of water tube in bath room and it has been responded on 12 March 2019</li> <li>• Complaint/grievance from Hedianto Silalahi (Processing staff-Buatan II POM) on 19 April 2019 related bath room doors is damage and it has been responded on 22 April 2019</li> </ul> <p>Scheme smallholders: Based on log book of record there is no complaint/dispute was received during this audit. Smallholder from KUD Bina Mulya, No.5043, 5044, 5045, 5172, 5209 explained during field interview that they have no dispute (between smallholder member an/or other party) over land ownership. Smallholder from KUD Tani Rukun, No.4560, 4600, 4520, 4523, 4518, 4505, 4529 explained during field interview that they have no dispute (between smallholder member an/or other party) over land ownership.</p>	comply
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**Criterion 6.4**  
Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.

<p>6.4.1</p>	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court. - Major compliance –</p>	<p>Estate and Scheme smallholders: There is mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to "Penanganan Konflik Lahan" effective 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. When the negotiation process fails, any land dispute will be process through legal/litigation mechanism. During the process, a complete record is maintain. Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook. PT IIS-Buatan II have not acquiring any additional land and not involved in any land compensation payments, therefore the mechanism only applicable to resolve land dispute within company's HGU. Land ownership from previous landowner becomes important document in order to continue negotiation process against land claim. When there is land claims without supported evidence of land ownership, it will be treated with the approach and legal way. There is no negotiation/compensation payment currently for both estate and scheme smallholders. The land has settled now, no any complaint was received in the last few years. In Scheme smallholder's area, it was settled sicne the "PIR Project" started due to this project from Central Government, where the land status is "Clean and Clear".</p> <p>Scheme smallholders: The scheme smallholder area of PT. Inti Indosawit Subur – Buatan group is including in government program for "Perkebunan Inti Rakyat – Transmigrasi/PIR-Trans", refer to the Decree of Menteri Transmigrasi No. Kep.90/MEN/1990 related "Izin Pelaksanaan Transmigrasi PIR-Trans kepada PT. Inti Indosawit Subur I dengan Komoditas Kelapa Sawit di Lokasi Pangkalan Kuras, Kabupaten Kampar dan Pasir Penyau, Kabupaten Indragiri Hulu, Provinsi Riau" dated 29th July 1991. Based on this official letter, the whole smallholder plantation area of PT. Inti Indosawit Subur – Buatan was gazetted by government therefore, no compensation to traditional land owner, because the land was a state land, free from ownership right. Currently, all scheme smallholder member has been granted with "Sertifikat Hak Milik/SHM" (land title) from "Badan Pertanahan Nasional/BPN" (National Land Body) – See 2.2.1.</p>	<p>comply</p>
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<p>6.4.2</p>	<p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation.          - Minor compliance –</p>	<p>Buatan Estate:          PT. Inti Indosawit Subur – Buatan has prepared a mechanism to identify and calculate fair compensation or loss of legal or customary rights to land set out in the standard operating procedure (SOP) “Prosedur Penyelesaian Sengketa Lahan No.AA-GL-5003-1-R2”, dated 8th May 2015. The mechanism has taken into account FPIC Guide for RSPO Member 2015, whereby the procedure regulated information convey, negotiation, participative boundary measurement, involvement of other party and neighboring parties – in the boundary of the conflicted area (if any).</p> <p>Scheme Smallholders:          Based on interview, KUD Mitra Usaha and KUD tani Rukun, sampled smallholder member (farmer) and relevant authority, Dinas Perkebunan Kabupaten Pelalawan (plantation agency); there was no case of land conflict between smallholder member and/or conflict with other party related to land status or boundary.          Cooperatives have a conflicts resolution mechanism in “Mekanisme Penanganan Konflik” dated 1st August 2014. The mechanism explaining flow process to resolution on land conflict, with involvement of company, village government and all related agencies.</p>	<p>comply</p>
<p>6.4.3</p>	<p>Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.          - Major compliance –</p>	<p>Buatan Estate:          Based on stakeholder consultation, there is no expansion plan in business plan. There is no land conflict between PT. Inti Indosawit Subur – Buatan with other party including with surrounding village.</p> <p>Scheme smallholder:          The scheme smallholder area of PT. Inti Indosawit Subur – Buatan group is including in government program for “Perkebunan Inti Rakyat – Transmigrasi/PIR-Trans”, refer to the Decree of Menteri Transmigrasi No. Kep.90/MEN/1990 related “Izin Pelaksanaan Transmigrasi PIR-Trans kepada PT. Inti Indosawit Subur I dengan Komoditas Kelapa Sawit di Lokasi Pangkalan Kuras, Kabupaten Kampar dan Pasir Penyau, Kabupaten Indragiri Hulu, Provinsi Riau” dated 29th July 1991.          From this background, it was understood the scheme smallholder obtained the land</p>	<p>comply</p>

		ownership through government program PIR-Trans. Therefore it was not gone through compensation process to previous traditional landowners because the land was state land, free from ownership right. Currently, all scheme smallholder members have been granted with "Sertifikat Hak Milik/SHM" (land title) from "Badan Pertanahan Nasional /BPN".	
<b>Criterion 6.5</b>			
Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.			
6.5.1	Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. - Major compliance -	<ul style="list-style-type: none"> <li>- Letter of Governor Degree Nomor: Kpts.661/III/2019 tentang Upah Minimum Sektoal Pertanian/Perkebunan (Karet, Kelapa, Kelapa Sawit) dan Pabrik (Karet, Kelapa, Kelapa Sawit) Propinsi Riau Tahun 2019 – dated 25<sup>th</sup> March 2019, value IDR 2,820,000 per month</li> <li>- Memorandum No: 071/HR-AAS/MEMO/05/19, dated 13<sup>th</sup> May 2019 tentang Pemberia Tunjangan Hari Raya untuk SKU dan PHL – 2019</li> </ul> <p>Data seen: Upay May 2019</p> <p>Mrs W*h*d* - basic salary IDR 2,143,200 fring benefit IDR 625,100 overtime: IDR 531,220 total: IDR 3,299,520</p> <p>Mr Arl*n Sy*hr**l basic salary IDR 2,232,500 fring benefit IDR 535,800 overtime: IDR 1,616,33 total: IDR 4,384,633</p> <p>Buatan data seen: Payslip June 2019</p> <ul style="list-style-type: none"> <li>• Namely Mrs R*s**n* Br T*r*g*n (fertilizer applicator) – total of working day: 13</li> </ul>	comply

		<p>mandays.          Basic salary: IDR 1,466,400          Overtime: IDR 378,400          Health insurance (BPJS): IDR 56,000          Total: IDR 1,788,400 – above than the minimum wage (13 mandays)</p> <ul style="list-style-type: none"> <li>Namely Mrs S*pr**t* (chemist/spraying applicator) – total of working day: 28 mandays.              Basic salary: IDR 2,679,000              Overtime: IDR 116,000              Health insurance (BPJS): IDR 56,000              Total: IDR 2,795,000 – above than the minimum wage (13 mandays)</li> </ul> <p>KUD Delima Sakti          Payslip June 2019</p> <ul style="list-style-type: none"> <li>Namely Mrs N*rm* (fertilizer applicator) – total of working day: 8 mandays.              Basic salary: IDR 902,400              Overtime: IDR 40,000              Health insurance (BPJS): IDR 56,400              Total: IDR 942,400 – above than the minimum wage (IDR 112,800 per day)</li> <li>Namely Mrs J*m**n* (fertilizer applicator) – total of working day: 15 mandays.              Basic salary: IDR 1,692,000              Overtime: IDR 65,000              Health insurance (BPJS): IDR 56,400              Total: IDR 1,757,000 – above than the minimum wage (IDR 112,800 per day)</li> </ul>	
6.5.2	<p>Collective Labor Agreement/Company Regulation, in accordance with the manpower regulations, shall be available in understandable language; and explained by the management or Labor Union to the workers.</p>	<p>PT Inti Indosawit Subur – Buatan II POM has shown the document of Collective Labor Agreement/Company Regulation, in accordance with the manpower regulations under “Perjanjian Kerja Bersama” between Badankerja Sama Perusahaan Perkebunan Sumatera (BKS-PPS) dengan Pengurus Pusat Federasi Serikat Pekerja Pertanian dan Perkebunan Serikat Pekerja Seluruh Indonesia (PP.FSP.PP-SPSI).</p>	comply

	<p>- Major compliance -</p>	<p>The document has registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017). Based on document review, it was noted that the term and condition, such as: working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by labor union.</p> <p>Based on a Letter from the Private Plantation Cooperation Agency (BKS-PPS) no. 49 /BKS-PPS/2018, dated June 25, 2018, concerning: Follow-up meeting between BKS-PPS and PP.FSP.PP.SPSI discussing the implementation of PKB renewal for 2015-2017, that PKB BKS PPS period 2017-2019 is still in progress in discuses between BKP-PPS and PP.FSP.PP-SPSI.</p>	
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur - Buatan II POM has prepared facilities for their workers, such as:</p> <ul style="list-style-type: none"> <li>- Housing Mess (1 unit),</li> <li>- Housing type B (4 units), Type D (17 units), Type D1 (20 units), Type D2 (24 units), Type E (486 units),</li> <li>- Polidinic (2 units),</li> <li>- Mosque (2 units),</li> <li>- Church (1 unit),</li> <li>- Community hall (1 unit),</li> <li>- Sport facilities,</li> <li>- School bus (5 units),</li> <li>- Kindergarden (1 units),</li> <li>- Electricity,</li> <li>- Water supply, etc.</li> </ul> <p>Buatan Estate has prepared facilities for their workers, such as:</p> <ul style="list-style-type: none"> <li>- Housing complex (399 units)</li> <li>- Elementary (1 unit) and kindergarden (1 units)</li> </ul>	comply

		<ul style="list-style-type: none"> <li>- Polidinic (1 unit)</li> <li>- Mosque (2 units)</li> <li>- Church (1 unit)</li> <li>- Creche (1 units)</li> <li>- School bus (2 units)</li> <li>- Ambulance (1 unit)</li> <li>- Sport facilities</li> <li>- Etc.</li> </ul> <p>Company performed regular water quality test, whereby the source from worker housing's well.</p>	
6.5.4	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>PT Inti Inti Indosawit Subur – Buatan II POM has demonstrated an effort to improve worker's access to adequate, sufficient and affordable food.</p> <p>The company has provided a minimarket which managed by the cooperative and traditional market is nearby surrounding company area, mostly goods needed by employees is provided by the minimarket. Price in minimarket was affordable and cheaper than traditional market nearby company area. Price control by cooperative and all member including workers and company management.</p> <p>Scheme smallholders:          There is a market in the village where smallholder workers stay. Access road and the availability of foods and other basic needs was easy to found with competitive price/affordable. Price determined by the market and control by government.</p>	comply
<p><b>Criterion 6.6</b>          The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.6.1	<p>A record of the company's policy in understandable language recognising freedom of association, shall be available.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Buatan II POM has established Company Policy of Freedom of association, dated 01 December 2014" in point 16 was mentioned that: "<i>Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif</i>". Freedom of</p>	comply



		<p>association policy has written in Bahasa Indonesia, so that all employees can understand.</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>Record of refreshment communication the company policy dated 8<sup>th</sup> April 2019 location in Buatan II POM has attended by 66 workers and on 9<sup>th</sup> April 2019 has attended by 25 workers.</li> <li>The policy is prominent displayed on notice boards at the Mills and the Estates muster areas.</li> </ul> <p>Scheme smallholder:</p> <p>Group Manager has established the ICS Policy under "Kebijakan Group Manager" dated 2<sup>nd</sup> January 2018, that was signed by Manajer Group ICS Buatan, in point 9 was mentoned "<i>Menghormati HAM, serta keterwakilan tanpa memandang suku, kasta, asal negara, agama/kepercayaan, cacat, jender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur</i>" – to treat all member of cooperative in fair manner, and respect human rights, and representative without any discrimination on tribe, race, caste, country of origin, religion/belief, disability, gender, sexual orientation, union affiliation, political affiliation or age</p> <p>Data seen: Attendance list on refresh of socialization the ICS policy dated 7<sup>th</sup> February 2019, location in KUD Delima Sakti Office.</p>	
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>Record of meeting available.</p> <p>Based on interview with representative person of labour union, there was a meeting schedule based on agenda.</p>	comply
<p><b>Criterion 6.7</b>          Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Buuatan II POM has established Company Policy dated 01 December 2014" that stated there is not allowed all children to work in every activities/processes in company.</p>	comply

		<p>Data seen:</p> <ul style="list-style-type: none"> <li>Daftar Karyawan Buatan II POM updated on May 2019 – total employee 53 permanent employee and 12 casual workers. The youngest workers Mr Piter Silitonga (12<sup>th</sup> June 1999; 19 years old).</li> <li>Based on interview with workers and observation during field visit, it was no found workers hired under 18 years.</li> </ul> <p>Smallholder:</p> <p>Smallholder from KUD Bina Mulya, No.5043, 5044, 5045, 5172, 5209 explained during field interview that they have been communicated with policy to prevent child worker, or anyone under 18 years old.</p> <p>Smallholder from KUD Tani Rukun, No.4560, 4600, 4520, 4523, 4518, 4505, 4529 explained during field interview that they have been communicated with policy to prevent child worker, or anyone under 18 years old. Smallholder No.4560 was using extension family member, aged 38 years old (Mr. Samidi).</p>	
<p><b>Criterion 6.8</b> Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>			
6.8.1	<p>A company’s policy on equal opportunity and treatment for work shall be available and documented. - Major compliance –</p>	<p>PT Inti Indosawit Subur – Buatan II POM has established the Company Policy on Equal Opportunities as documented in "<i>Kebijakan Perusahaan</i>", dated 1<sup>st</sup> December 2014: "<i>Memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur</i>" - to treat all member of cooperative in fair manner, and respect human rights, and representative without any discrimination on tribe, race, caste, country of origin, religion/belief, disability, gender, sexual orientation, union affiliation, political affiliation or age</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>Record of refreshment communication the company policy dated 8<sup>th</sup> April 2019</li> </ul>	comply

		<p>location in Buatan II POM has attended by 66 workers and on 9<sup>th</sup> April 2019 has attended by 25 workers.</p> <ul style="list-style-type: none"> <li>The policy is prominent displayed on notice boards at the Mills and the Estates muster areas.</li> </ul> <p>Scheme smallholder:  Group Manager has established the ICS Policy under "Kebijakan Group Manager" dated 2<sup>nd</sup> January 2018, that was signed by Manajer Group ICS Buatan, in point 9 was mentoned "<i>Menghormati HAM, serta keterwakilan tanpa memandang suku, kasta, asal negara, agama/kepercayaan, cacat, jender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur</i>" – to treat all member of cooperative in fair manner, and respect human rights, and representative without any discrimination on tribe, race, caste, country of origin, religion/belief, disability, gender, sexual orientation, union affiliation, political affiliation or age</p> <p>Data seen: Attendance list on refresh of socialization the ICS policy dated 7<sup>th</sup> February 2019, location in KUD Delima Sakti Office.</p> <p>Smallholder from KUD Bina Mulya, No.5043, 5044, 5045 explained during field interview that they have been comunidated with policy on equal opportunity and treatment for work.</p> <p>Smallholder from KUD Tani Rukun, No.4560 and 4600 explained during field interview that they have been comunidated with policy on equal opportunity and treatment for work.</p>	
6.8.2	<p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.</p> <p>- Major compliance –</p>	<p>During the audit (ASA 1_4, July 2019) and based on interviews with male and female workers has stated the company has established an policy of anti-discrimination.</p> <p>The workers were aware if there any cases of discrimination, e.g. document review of salary payment did not find any evidence of discrimination</p>	comply
6.8.3	<p>Records of evidence that equal opportunity and treatment for work shall be available.</p> <p>– Minor compliance -</p>	<p>PT Inti Indosawit Subur – Buatan II POM has shown the evidences there was an equal opportunity and treatment for work.</p>	comply

		<p>Such as:</p> <ul style="list-style-type: none"> <li>• The company has prepared a procedure for hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.</li> <li>• In the recruitment process, the company has set the standard of competence that inferred in the Position Description and Job Profile. Recruitment selection, hiring and promotion has based on skills, capabilities, qualities, and medical fitness.</li> <li>• Job opportunities were communicated and given to surrounding villagers at first priority where no discrimination found observed during interview and related records of workers being employed. All workers has treated equally in accordance with company regulation including rights of worker as well. The compliance in accordance with national laws has evaluated by the organisation as described in criterion 2.1. Annuals performance evaluation result of worker has shown.</li> <li>• All discrimination has prohibited for all area in estate and mill. PKB also mentioned ban of discrimination for all workers in the organization. Procedure for worker recruitment (SDM-A-001-00) and procedure for employee assessment (HRD C- 002-00) was available and mentioned there was no discrimination treatment during recruitment and promotion process. Promotion of worker will be done base on work period, annual evaluation result, and availability of position</li> </ul> <p>Smallholder from KUD Bina Mulya, No.5043, 5044, 5045 explained during field interview; no discrimination in selecting casual worker for their smallholder plot.          Smallholder from KUD Tani Rukun, No.4560 and 4600 explained during field interview that they are not discriminating (different tribe, religion, origin, political view, etc.) in selecting casual worker for their smallholder plot.</p>	
<p><b>Criterion 6.9</b>          There is no harassment or abuse in the work place, and reproductive rights are protected.</p>			
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce.          - Major compliance –</p>	<p>PT Inti Indosawit Subur – Buataan II POM has established a policy to prevent sexual and all other forms of harassment and violence as in “Kebijakan Perusahaan” that was signed by Managing Director dated 1<sup>st</sup> December 2014, in pon 15. “To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights”.</p> <p>PT Inti Indosawit Subur – Buatan II POM has also prepared Standard Operating</p>	comply

		<p>Procedures no SOP-A-HR-309.01-R0," tentang penanganan dan pencegahan pelecehan seksual dengan tujuan untuk keseragaman ketentuan dan prosedudr berhubungan dengan penanganan pelecehan seksual"</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>Record of refreshment communication the company policy dated 8<sup>th</sup> April 2019 location in Buatan II POM has attended by 66 workers and on 9<sup>th</sup> April 2019 has attended by 25 workers.</li> <li>The policy is prominent displayed on notice boards at the Mills and the Estates muster areas.</li> </ul> <p>Scheme smallholder:</p> <p>Group Manager has established the ICS Policy under "Kebijakan Group Manager" dated 2<sup>nd</sup> January 2018, that was signed by Manajer Group ICS Buatan, point 6 which stated "Mencegah pelecehan sexual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya – prevent sexual harassmt and violence as well as protect reproductive rights for women.</p> <p>Data seen: Attendance list on refresh of socialization the ICS policy dated 7<sup>th</sup> February 2019, location in KUD Delima Sakti Office.</p> <p>Smallholder from KUD Tani Rukun, No.4505, 4518, 4523 explained during field interview that they have been communidated with policy to prevent sexual harassmt and domestic violence. The smallholder are able to provide example of sexual harassmt such as adultery among smallholder, derogatory humor, body shaming, etc.</p>	
6.9.2	<p>A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –</p>	<p>PT Inti Indosawit Subur – Buataan I POM has established a company policy to protect the reproductive rights - as per "Kebijakan Perusahaan", that's signed by Managing Director, dated 01 December 2014, in point 15. "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>Record of refreshment communication the company policy dated 8<sup>th</sup> April 2019</li> </ul>	comply

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6.9.3	<p>A specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur – Buatan II POM has prepared Standard Operating Procedure, No. SOP: XX-HR-308.5-RO; Revision: 0, 11<sup>th</sup> December 2009 related to Employees complaints: submission and settlement.</p> <p>Mechanism for complaints management where it needs to protect its confidentiality for complainer was found in company policy's draft as in one of points of this policies stated that: "To provide appropriate information for those who inquiry it and to protect its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance</p> <p>Data verified: In 2019, there were 6 complaints where requested from the internal employee, e.g:</p> <ul style="list-style-type: none"> <li>Dated 10<sup>th</sup> March 2019, the complaint coming from Mr Warno related to "request the</li> </ul>	comply

		<p>maintenance of door where broken”, the management has been responded on 19<sup>th</sup> March 2019. Status: closed.</p> <ul style="list-style-type: none"> <li>Dated 19 April 2019, the complaint coming from Mr Yunus related to “request the maintenance of bath room where broken”, the management has been responded on 19<sup>th</sup> April. Status: closed.</li> </ul>																																																																																					
<p><b>Criterion 6.10</b>          Growers and millers deal fairly and transparently with smallholders and other local businesses.</p>																																																																																							
6.10.1	<p>Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available.          - Minor compliance -</p>	<p>The company has displayed the FFB price in Mill’s notice board and FFB supplier or smallholders able to access the FFB price by phone and local media as well.</p> <table border="1"> <thead> <tr> <th>Date/Period</th> <th>FFB price/kg (IDR)</th> <th>Date/Period</th> <th>FFB price/kg (IDR)</th> </tr> </thead> <tbody> <tr> <td colspan="4">                     Hasil Rapat Penetapan Harga TBS Kelapa Sawit Dinas Perkebunan Provinsi Riau 2018-2019                 </td> </tr> <tr> <td>27 June-3 July 2018</td> <td>Rp.1,448.30</td> <td>9-15 January 2019</td> <td>Rp.1,287.89</td> </tr> <tr> <td>4-10 July 2018</td> <td>Rp.1,458.80</td> <td>16-22 January 2019</td> <td>Rp.1,354.63</td> </tr> <tr> <td>11-17 July 2018</td> <td>Rp.1,480.27</td> <td>23-29 January 2019</td> <td>Rp.1,382.52</td> </tr> <tr> <td>18-24 July 2018</td> <td>Rp.1,437.64</td> <td>30 January-5 February 2019</td> <td>Rp.1,406.43</td> </tr> <tr> <td>25-31 July 2018</td> <td>Rp.1,379.68</td> <td>6-12 February 2019</td> <td>Rp.1,404.61</td> </tr> <tr> <td>1-7 August 2018</td> <td>Rp.1,362.65</td> <td>13-19 February 2019</td> <td>Rp.1,399.30</td> </tr> <tr> <td>8-14 August 2018</td> <td>Rp.1,387.73</td> <td>20-26 February 2019</td> <td>Rp.1,400.17</td> </tr> <tr> <td>15-21 August 2018</td> <td>Rp.1,413.58</td> <td>27 February-5 March 2019</td> <td>Rp.1,386.82</td> </tr> <tr> <td>22-28 August 2018</td> <td>Rp.1,416.07</td> <td>6-12 March 2019</td> <td>Rp.1,305.08</td> </tr> <tr> <td>29 August-4 September 2018</td> <td>Rp.1,399.26</td> <td>13-19 March 2019</td> <td>Rp.1,351.92</td> </tr> <tr> <td>5-11 September 2018</td> <td>Rp.1,419.41</td> <td>20-26 March 2019</td> <td>Rp.1,343.35</td> </tr> <tr> <td>12-18 September 2018</td> <td>Rp.1,425.49</td> <td>27 March-2 April 2019</td> <td>Rp.1,330.99</td> </tr> <tr> <td>19-25 September 2018</td> <td>Rp.1,392.19</td> <td>3-9 April 2019</td> <td>Rp.1,309.48</td> </tr> <tr> <td>26 September-2 October 2018</td> <td>Rp.1,364.89</td> <td>10-16 April 2019</td> <td>Rp.1,340.39</td> </tr> <tr> <td>3-9 October 2018</td> <td>Rp.1,322.65</td> <td>17-23 April 2019</td> <td>Rp.1,341.98</td> </tr> <tr> <td>10-16 October 2018</td> <td>Rp.1,327.67</td> <td>24-30 April 2019</td> <td>Rp.1,320.19</td> </tr> <tr> <td>17-23 October 2018</td> <td>Rp.1,357.01</td> <td>1-7 May 2019</td> <td>Rp.1,291.28</td> </tr> <tr> <td>24-30 October 2018</td> <td>Rp.1,348.22</td> <td>8-14 May 2019</td> <td>Rp.1,272.00</td> </tr> <tr> <td>31 October-6 November 2018</td> <td>Rp.1,316.32</td> <td>15-21 May 2019</td> <td>Rp.1,225.69</td> </tr> </tbody> </table>	Date/Period	FFB price/kg (IDR)	Date/Period	FFB price/kg (IDR)	Hasil Rapat Penetapan Harga TBS Kelapa Sawit Dinas Perkebunan Provinsi Riau 2018-2019				27 June-3 July 2018	Rp.1,448.30	9-15 January 2019	Rp.1,287.89	4-10 July 2018	Rp.1,458.80	16-22 January 2019	Rp.1,354.63	11-17 July 2018	Rp.1,480.27	23-29 January 2019	Rp.1,382.52	18-24 July 2018	Rp.1,437.64	30 January-5 February 2019	Rp.1,406.43	25-31 July 2018	Rp.1,379.68	6-12 February 2019	Rp.1,404.61	1-7 August 2018	Rp.1,362.65	13-19 February 2019	Rp.1,399.30	8-14 August 2018	Rp.1,387.73	20-26 February 2019	Rp.1,400.17	15-21 August 2018	Rp.1,413.58	27 February-5 March 2019	Rp.1,386.82	22-28 August 2018	Rp.1,416.07	6-12 March 2019	Rp.1,305.08	29 August-4 September 2018	Rp.1,399.26	13-19 March 2019	Rp.1,351.92	5-11 September 2018	Rp.1,419.41	20-26 March 2019	Rp.1,343.35	12-18 September 2018	Rp.1,425.49	27 March-2 April 2019	Rp.1,330.99	19-25 September 2018	Rp.1,392.19	3-9 April 2019	Rp.1,309.48	26 September-2 October 2018	Rp.1,364.89	10-16 April 2019	Rp.1,340.39	3-9 October 2018	Rp.1,322.65	17-23 April 2019	Rp.1,341.98	10-16 October 2018	Rp.1,327.67	24-30 April 2019	Rp.1,320.19	17-23 October 2018	Rp.1,357.01	1-7 May 2019	Rp.1,291.28	24-30 October 2018	Rp.1,348.22	8-14 May 2019	Rp.1,272.00	31 October-6 November 2018	Rp.1,316.32	15-21 May 2019	Rp.1,225.69	comply
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**RSPO Public Summary Report**  
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		7-13 November 2018	Rp.1,299.54	22-28 May 2019	Rp.1,234.99
		14-20 November 2018	Rp.1,169.23	29 May-4 June 2019	Rp.1,238.45
		21-27 November 2018	Rp.1,075.72	5-11 June 2019	Rp.1,238.45
		28 November-4 December 2018	Rp.1,032.22	12-18 June 2019	Rp.1,234.45
		5-11 December 2018	Rp.1,088.73	19-25 June 2019	Rp.1,222.73
		12-18 December 2018	Rp.1,146.99	26 June-3 July 2019	Rp.1,244.47
		19-25 December 2018	Rp.1,224.89		
		26 December 2018-8 January 2019	Rp.1,268.33		
		Record of FFB price for third party FFB supplier:			
		<b>Date/Period</b>	<b>FFB price/kg (IDR)</b>	<b>Date/Period</b>	<b>FFB price/kg (IDR)</b>
		1-4 July 2018	Rp.1,290	1-2 January 2019	Rp.1,200
		5 July 2018	Rp.1,320	3-8 January 2019	Rp.1,220
		6-10 July 2018	Rp.1,340	9-11 January 2019	Rp.1,240
		11 July 2018	Rp.1,320	12-14 January 2019	Rp.1,260
		12 July 2018	Rp.1,290	15 January 2019	Rp.1,280
		13 July 2018	Rp.1,270	16-20 January 2019	Rp.1,310
		14 July-1 August 2018	Rp.1,240	21-25 January 2019	Rp.1,350
		2 August 2018	Rp.1,260	26-31 January 2019	Rp.1,370
		3-12 August 2018	Rp.1,280	1 February 2019	Rp.1,390
		13 August 2018	Rp.1,300	2-20 February 2019	Rp.1,410
		14-28 August 2018	Rp.1,320	21-27 February 2019	Rp.1,430
		29 August-5 September 2018	Rp.1,300	28 February-6 March 2019	Rp.1,390
		6-18 September 2018	Rp.1,280	7 March-23 April 2019	Rp.1,410
		19 September-11 Oktober 2018	Rp.1,250	24-26 April 2019	Rp.1,390
		12-20 Oktober 2018	Rp.1,210	27-29 April 2019	Rp.1,370
		9-21 November 2018	Rp.1,010	30 April-1 May 2019	Rp.1,350
		22-30 November 2018	Rp.1,010	2 May 2019	Rp.1,330
		1-5 December 2018	Rp.1,020	3 May 2019	Rp.1,300
		6-11 December 2018	Rp.1,080	4-22 May 2019	Rp.1,280



		12-27 December 2018	Rp.1,180	23 May 2019	Rp.1,250		
		29-31 December 2018	Rp.1,200	24 May 2019	Rp.1,230		
				25-27 May 2019	Rp.1,200		
				28 May 2019	Rp.1,180		
				29 May 2019	Rp.1,140		
				30 May 2019	Rp.1,110		
				31 May-11 June 2019	Rp.1,080		
				11-27 June	Rp.1,100		
				28-31 June 2019	Rp.1,120		
6.10.2	<p>Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented (where these are under the control of the mill or plantation).</p> <p>- Major compliance -</p>	<p>Pricing mechanism for scheme smallholder’s FFB purchase by PT. Inti Indosawit Subur refers to “Peraturan Menteri Pertanian No.14/Permentan/OT.140/2/2013 tentang Pedoman Penetapan Harga Pembelian Tandan Buah Segar Kelapa Sawit Produksi Pekebun”. In accordance with Agreement Letter between PT. IIS and scheme smallholder, determination of FFB price from scheme smallholder refers to price determination by local authority of Jambi Province through pricing committee (working group) “Rapat Kelompok Kerja Penetapan Harga TBS Provinsi Riau”. The price is updated and announced regularly every week by using the following formula:</p> $K \text{ index } \{ (CPO \text{ price} \times R-CPO) + (Kernel \text{ price} \times R-kernel) \}$ <p>In each cooperative/Koperasi Unit Desa, company have communicated these caculation titled “Mekanisme Penetapan Harga TBS Plasma”. This information have been acknowledge by smallholder member and committee of KUD Jaya Makmur, KUD Bhakti Mandiri, KUD Sumber Rejeki, KUD Sejahtera – on March 2019.</p> <p>Pricing mechanism for third party supplier explained out in “Standard Operating Procedures Pembelian TBS Luar No.AA-MM-506.1-R3” dated 1 October 2018. The procedure lined out the roles and responsibilities of all personnel, the accounting treatment, third-party FFB price determination, supplier determination (survey and verification), third-party FFB sampling and grading and SOP on payment.</p> <p>“Sosialisasi Mekanisme Penetapan Harga” to Asosiasi Petani Sawit Swadaya Berkah Makmur Bersama, dated 29 January 2019. Communication to 58 members attended.</p>					comply

		<p>Third-party FFB determination: FFB purchase manager will prepare FFB purchase price list from surrounding mill – then calculate FFB purchase price based on CPO and PK price minus transport cost and divided with 10% tax. This figure will then calculated against OER and KER. Further minus with processing cost. The price will be approved by Head FFB Purchase. The FFB size will determine the price.</p>	
6.10.3	<p>Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.          - Minor compliance -</p>	<p>Third-party FFB Supplier:          For third-party FFB supplier, there is no contract. Because only supply FFB to Buatan I POM, when FFB purchase price agreed. The mechanism have been communicated from Purchasing Department to third party FFB supplier.</p> <p>Smallholder:          In KUD Tani Rukun, the agreement letter "Surat Perjanjian Kerja Angkutan No.KUD-TR/12/2016" dated 30 December 2016 – between KUD Tani Rukun and Mr. H. Abdul Musahab Siregar, for the work of transporting FFB from smallholder's plantation to Buatan II POM. The agreement covers type of FFB transporter (truck) and working area coverage; field supervision; timeframe and operation; rental fee (Rp.70/kg); payment method; operators; responsibility and accountability (OHS and environment); disclaimer; force majeure condition; agreement cancellation.          In KUD Mitra Usaha, the agreement letter "Surat Perjanjian Kerja Angkutan No.08/KUD-MU/12/2016" dated 30 December 2016 – between KUD Tani Rukun and Mr. Figur, for the work of transporting FFB from smallholder's plantation to Buatan II POM. The agreement covers type of FFB transporter (truck) and working area coverage; field supervision; timeframe and operation; rental fee (Rp.55/kg); payment method; operators; responsibility and accountability (OHS and environment); disclaimer; force majeure condition; agreement cancellation.          In KUD Bina Mulia, the agreement letter "Surat Perjanjian Kerja Angkutan No.76/KUD-BM/IX/2017" dated 30 September 2017 – between KUD Bina Mulia and Mr. Suhar, for the work of transporting FFB from smallholder's plantation to Buatan II POM. The agreement covers type of FFB transporter (truck) and working area coverage; field supervision; timeframe and operation; rental fee (Rp.94/kg); payment method; operators; responsibility and accountability (OHS and environment); disclaimer; force majeure condition; agreement cancellation.</p>	comply

<p>6.10.4</p>	<p>Agreed payments shall be made in a timely manner.          - Minor compliance -</p>	<p>Third-party FFB:          Buatan II POM paid the scheme smallholder’s FFB: “Rekapitulasi Pembayaran Asosiasi Petani Sawit Swadaya Berkah Makmur Bersama”, dated 19 June 2019. The payment order indicated the amount of FFB supplied by the third party FFB supplier of 9.186 MT (dated 18 June 2019). The nett price at Rp.1,097/kg. Total amount to be paid Rp.10,079,339. Payment voucher from PT. Inti Indosawit Subur to Berkah Makmur Bersama through Panin Bank amount Rp.10,079,339 – dated 19 June 2019.          Sampled of FFB payment for third party FFB supplier CV Putra Kembar Sentosa dated 27 June 2019: 19 deliveries with total 154,425 kg. Price for period sets at Rp.1,170/kg. Total payment after tax Rp.180,25,558 – paid by Bank Panin Medan, to CV Putra Kembar Sentosa on 28 June 2019.          Sampled of FFB payment for third party FFB supplier CV Maju Bersama dated 27 June 2019: 9 deliveries with total 70,126 kg. Price for period sets at Rp.1,080/kg. Total payment after tax Rp.75,546,738 – paid by Bank Panin Medan, to CV Maju Bersama on 28 June 2019.</p> <p>Scheme Smallholder’s contract:          KUD Tani Rukun paid their FFB transporter: “Kuitansi KUD Tani Rukun”, for Mr. Abdul Musahab Siregar, for FFB transport work on smallholder group KT 208. FFB transported 12,050 kg dated 3 May 2019 and 9,720 kg dated 13 May 2019 – total 21,770 kg; fee Rp.60/kg – paid Rp.15,239,000 in 31 May 2019.          KUD Mitra Usaha paid their FFB transporter: “Kuitansi KUD Mitra Usaha”, for Mr. Figur, for FFB transport work on smallholder group KT 90. FFB transported by Figur 23,030 kg dated 22 May 2019 and 27,390 kg dated 12 June 2019 – total 50,470 kg; fee Rp.53.55/kg – paid Rp.2,700,145 in 30 June 2019.          KUD Bina Mulia paid their FFB transporter: “Kuitansi KUD Bina Mulia”, for Mr. Suhar, for FFB transport work on smallholder group KT 208. FFB transported period May 2019 of 38,595 kg; fee Rp.94/kg – total paid Rp.3,628,000 in 1 June 2019.</p> <p>Scheme smallholder’s FFB payment:          In KUD Bina Mulia, KT 224: “Kwitansi Pembayaran TBS Plasma No.195 dated 1 July 2019”</p>	<p>comply</p>
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		<p>period 22-28 May 2019 for 25,052 kg FFB (Rp.1,234.99/kg) and 12-18 June 2019 for 43,559 kg FFB (Rp.1,234.45/kg). Total FFB price Rp.84,710,377. Deduction: administration fee Rp.7,500; fertilizer deduction 2019 Rp.15,735,000; spraying herbicide deduction 2019 Rp.300,000 – total deduction Rp. 16,042,643. Amount received by smallholder group Rp.68,667,735.</p> <p>In KUD Bina Mulia, KT 197: "Kwitansi Pembayaran TBS Plasma No.185 dated 1 July 2019" period 21 May 2019 for 17,904 kg FFB (Rp.1,225.69/kg) and 5-11 June 2019 for 17,223 kg FFB (1,238.45/kg). Total FFB price Rp.43,274,578. Deduction: administration fee Rp.7,500; fertilizer deduction 2019 Rp.14,789,427; spraying herbicide deduction 2019 Rp.300,000 – total deduction Rp.15,096,927. Amount received by smallholder group Rp.28,177,651.</p> <p>In KUD Tani Rukun, KT 122: "Kwitansi Pembayaran TBS Plasma No.100 dated 1 July 2019" period 22-28 May 2019 for 35,437 kg FFB (Rp.1,234.99/kg) and 12-18 June 2019 for 54,947 kg FFB (Rp.1,234.45/kg). Total FFB price Rp.111,593,665. Deduction: administration fee Rp.7,500; deduction by KUD Rp.25,413,099; fertilizer deduction 2019 Rp.13,925,803; spraying herbicide deduction 2019 Rp.300,000 – total deduction Rp. 39,646,402. Amount received by smallholder group Rp.71,947,263.</p> <p>Buatan II POM: Buatan II POM purchase material from local vendor. Purchase of sand and stone for loading ramp repair, with PR/Purchase Order No.FAC/PBD/VI/19/275 to Mr. Firman. Purchase of sand 1 unit and stone 2 units – dated 13 June 2019. Receipt of material dated 14 June 2019. Payment of IDR.1,125,000 made on 28 June 2019.</p>	
<p><b>Criterion 6.11</b> Growers and millers contribute to local sustainable development where appropriate.</p>			
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available. - Minor compliance -</p>	<p>Buatan Estate and mill: Company has prepared Corporate Social Responsibility/CSR program on yearly basis, the last CSR program for period 2018-2019. The report made under "Project Tracking CSR" for period 2018-2019. Date 28/ May 2018</p> <ul style="list-style-type: none"> <li>▪ Social (15 activities), such as donation for the poor and orphanage in Delima Jaya village, Buana Sakti village, Delik village, Lalang Kabung village; Donation for religious festives in Simpang Perak Jaya village, Suka Mulia village, Lalang Kabung village; Donation for Lembaga Adat Melayu Riau.</li> </ul>	comply

		<ul style="list-style-type: none"> <li>▪ Economic (6 activities), assistance freshwater fish farming in Delima Jaya Village, Aid for Catfish Cultivation and Fish Cultivation Training</li> <li>▪ Education (1 activity), education programme that is "Sekolah Sawit Lestari SMKN 1 Makmur" in Makmur Village.</li> <li>▪ Infrastructure (3 activities), repair and the renovation of the Kualo Kerinci and Almuksin mosque, assistance funds for the construction of Taman Median Jalan in Pelalawan Regency.</li> <li>▪ Health (2 activities); Medical examination and ears for free at Mekar and Makmur Jaya Village.</li> <li>▪ Environmental (1 activity), Greening on the Riau Province Cross Roads 'Pelalawan-Siak' as many as 2000 trees</li> </ul> <p>Based on interview with stakeholder, community felt that company has implemented CSR 2018-2019 programme in good manner. For 2018, company has planned for 37 activities related to social, economic, education, and infrastructure – completed with timeframe and objective target.</p> <p>Up to June 2019, there are 39 CSR activities have been realized, for example:</p> <ul style="list-style-type: none"> <li>• Date of 21-27 May 2019; the assistance of funds to the poor society (Kaum Dhuafa) of suraound the plantations, such as: Delima Jaya Village, Buana Bhakti Village, Bukit Harapan Village, Bukit Agung Village, Mekar Jaya Mulya Village, Buatan Baru and Delik dll.)</li> <li>• From 26 May 2018, provide assistance for the realization of fund activity "Safari Ramadhan dan Buka Bersama" at Delima Jaya Village, Bukit Harapan Village, Bukit Agung Village, Simpang Perak Jaya Village and Jati Mulya Village.</li> <li>• On 25<sup>th</sup> June 2018, Assitance of funds to a farmers group "Jabang Tetuka" for fisheries business activities in SP5 (Delima Jaya Village)</li> <li>• On 21<sup>st</sup> October 2018, Assistance for pepper seeds perdu to Karng Taruna SP6 (Makmur Village)</li> <li>• On 27<sup>th</sup> Octonber 2018, Assitance of funds for the traditioanal ceremonies (LAM) in Siak Regency.</li> <li>• On 14<sup>th</sup> July 2018, assistance of health examination for free at Mekar Jaya and Makmur Village</li> </ul>	
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6.11.2	<p>Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity.</p> <p>- Minor compliance -</p>	<p>Scheme Manager assist the scheme smallholders, such as:</p> <ul style="list-style-type: none"> <li>Company has communicated and trained oil palm plantation, health and safety and soil and water conservation;</li> <li>Company helps smallholder cooperative to conduct leaf analysis and soil analysis to prepare fertilizer recommendation;</li> <li>Company provide and guarantees the fertilizer supplies for smallholder cooperatives;</li> <li>Company supports the implementation of best management practices for weed control – in form of spraying team for smallholder plantation;</li> <li>Technical support, such as training, cooperative management and provide permanent resources (Scheme Manager, Assistant and supervisor in each cooperative);</li> <li>Road maintenance. Etc</li> </ul>	comply
<p><b>Criterion 6.12</b>  No forms of forced or trafficked labor are used.</p>			
6.12.1	<p>There shall be evidence that no forms of forced or trafficked labor are used.</p> <p>- Major compliance -</p>	<p>Buatan II POM and Estate:  Based on interview with worker union committee and gender committee on 5<sup>th</sup> July 2019, there was no indication of forced labour and/or human trafficking. All employees have had work agreement, regulating the rights and obligation of company and employee. The work agreement including working hour and salary payment.  Based on document verification and salary payment, shows employee have paid in</p>	comply

		<p>accordance to minimum wage regulation.</p> <p>Scheme Smallholders:          Similar to estate and mill, there is no forced and trafficked labour has noted during assessment.</p> <p>Smallholder from KUD Bina Mulya, No.5043, 5044, 5045, 5172, 5209 explained: worker in their smallholder plot are working with verbal agreement on payment rate per work, production/working hour, salary payment, health and safety (including insurance/donation) provision.</p>	
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred</p> <p>- Minor compliance -</p>	<p>Buatan II POM and Estate:          Based on interview with worker union committee and gender committee, there were no indication of contract substitution occurred. All employees have work agreement, explaining the rights and obligation including scope of work.</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>• Work Agreement, namely Mr Piter Silitonga (Gradding Station; casul workers) – ID number: 1405061206990001, was signed by the worker on 31<sup>st</sup> October 2018</li> <li>• Work Agreement, namely Mr Asep Sulaiman (Gradding Station; casul workers) – ID number: 140506150580002, was signed by the worker on 31<sup>st</sup> October 2018</li> </ul> <p>Smallholders:</p> <ul style="list-style-type: none"> <li>• Work Agreement, SPK: No 08/SPK/KUD-TR/I/2016, namely Mr Sujarno (Adimistrator), dated 10<sup>th</sup> January 2017. Work location in KUD Tani Rukun</li> <li>• Work Agreement, SPK: No 02/SPK/KOP-MU/I/2018, namely Mr Wagina (Adimistrator), dated 4<sup>th</sup> January 2018. Work location in KUD Mitra Usaha</li> </ul>	comply
6.12.3	<p>Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available.</p>	<p>Buatan II POM and Estate:          Based on interview with worker union committee and gender committee stated that there is no use of migrant/foreign/honorary worker.</p>	comply

	<p>- Major compliance -</p>	<p>All employee including temporary workers have work agreement; regulating the scope of work, work agreement timeframe, working hour, salary payment, overtime and Jamsostek.</p> <p>Scheme Smallholders:  KUD has a policy related to use of migrant worker inside "Kebijakan Koperasi". Based on document verification and interview with worker, there were no migrant worker used in cooperative.</p> <p>All worker in cooperative have work agreement. All of them already appointed as permanent worker.</p>	
<p><b>Criterion 6.13</b>  Growers and millers respect human rights.</p>			
<p>6.13.1</p>	<p>A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.  - Major compliance -</p>	<p>PT Iinti Indosawit Subur – Buatan II POM has established the Company Policy to respect human rights. The policy has signed by Managing Director dated 1<sup>st</sup> December 2014. In poin 13 was menentioned "the company has respected to human right". Freedom of association policy has written in Bahasa Indonesia, so that all employees can understand.</p> <p>Data seen:</p> <ul style="list-style-type: none"> <li>Record of refreshment communication the company policy dated 8<sup>th</sup> April 2019 location in Buatan II POM has attended by 66 workers and on 9<sup>th</sup> April 2019 has attended by 25 workers.</li> <li>The policy is prominent displayed on notice boards at the Mills and the Estates muster areas.</li> </ul> <p>Smallholder from KUD Bina Mulya, No.5043, 5044, 5045 and 5209 explained during field interview: they have been communidated with policy to respect human right. Their understanding was based on their interpretation: provide time for worker to pray; pays the worker salary on time with correct amount of money;</p>	<p>comply</p>
<p><b>Principle 7: Responsible development of new plantings</b></p>			
<p><b>Criterion 7.1</b>  A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or</p>			



expanding existing ones, and the results incorporated into planning, management and operations.			
7.1.1	An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts. - Minor compliance -	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.1.3	Where the development includes an outgrower scheme ( <i>skema kemitraan</i> ), the impacts of the scheme and the implications of the way it is managed shall be given particular attention. - Minor compliance -	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.2</b>			
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.2.1	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.2.2	Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available. - Minor compliance -	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.3</b>			
New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.			
7.3.1	There shall be evidence that no new plantings	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the	N/A

	<p>have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	
7.3.2	<p>Reports of comprehensive HCV assessment, which involves stakeholder consultation and includes record of land-use change since November 2005, shall be available. This HCV assessment shall be conducted prior to any conversion or new planting.</p> <p>- Major compliance –</p>	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.3.3	<p>Records of land preparation and clearing dates shall be available.</p> <p>- Minor compliance –</p>	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.3.4	<p>An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower’s relevant operational procedures. (see Criterion 5.2)</p> <p>- Major compliance –</p>	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.3.5	<p>Evidence of consultation with the affected community shall be available in order to identify the area required by such community to fulfill its basic needs, by considering the positive and negative changes to the livelihood as a result of plantation operations. Such matters shall be included in the HCV analysis and management plan (see Criteria 5.2).</p>	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A

	- Minor compliance –		
<b>Criterion 7.4</b>			
Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	Indicative maps showing marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.4.2	Where limited planting on fragile and marginal soils, including peat, is proposed, a documented plan shall be developed and implemented to protect them without incurring adverse impacts. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.5</b>			
No new plantings are established on local people’s land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
7.5.1	Evidence shall be available that affected local peoples understand they have the right to say ‘yes’ or ‘no’ to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples (see Criteria 2.2, 2.3, 6.2, 6.4 and 7.6) - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.6</b>			
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.			
7.6.1	Records of identification and assessment of	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the	N/A

	legal, customary and user rights shall be available. - Major compliance –	immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	
7.6.2	A procedure for identifying people entitled to compensation shall be available. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.6.3	Records of calculation system and distribution of fair compensation shall be available. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.6.5	The process and outcome of any compensation claims shall be documented and made available to the affected communities and their representatives. - Minor compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.7</b>			
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN Guidelines or other regional best practice.			
7.7.1	Records of zero burning implementation on land clearing, referring to the ASEAN Policy on zero burning (2003) and recognised techniques	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A

	based on the existing regulations shall be available. - Major compliance –		
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Criterion 7.8</b>			
New plantation developments are designed to minimize net greenhouse gas emissions.			
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
7.8.2	Records of a plan to minimize net GHG emissions shall be available. - Minor compliance –	Noted that there was no new planting in Simpang Perak/Buatan Estate. All of the immature area was replanting, for oil palm with planting year 1988, 1989, 1990, 1991.	N/A
<b>Principle 8: Commitment to continuous improvement in key areas of activity</b>			
<b>Criterion 8.1</b>			
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

<p>8.1.1</p>	<p>The action plan for monitoring shall be available, based on a consideration of the social and environmental impacts and routine evaluation of the plantation and mill operations. As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> <li>• Reduction in use of certain chemicals (Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);</li> <li>• Optimising the yield of FFB production (Criterion 4.2)</li> </ul> <p>- Major compliance –</p>	<p>Buatan II POM: Internal audit carried out on 8-9 April 2019, using RSPO P&amp;C 2013, INA-NI September 2016. The internal audit report stated no findings. Continuous Improvement 2018: to reduce PKE’s oil content from 7.86% into 6% and improve the PKE production measurement accuracy. The continuous improvement planning includes process control (ampere control, HM process monitoring, taper head control), screw recondition, body cage maintenance, PK quality, taper head replacement. Pareto analysis have been prepared. Continuous Improvement 2019:</p> <table border="1" data-bbox="857 687 1926 850"> <thead> <tr> <th>Station</th> <th>Bakcground/abstract</th> <th>Continuous Improvement proposed</th> </tr> </thead> <tbody> <tr> <td>Loading ramp/sortation</td> <td>Improve grading performance; Reduce dirt into system</td> <td>Initiative reduce dirt: Using mechanical grading table; Install FFB washing; Monitoring dirt collection, update in Buatan II POM’s centerpiece board;</td> </tr> </tbody> </table> <p>Simpang Perak Estate:</p> <ul style="list-style-type: none"> <li>• Reduction in use of certain chemicals (Criterion 4.6): Observation and Trial efficiency for weed control &amp; upkeep cost Leguminous Cover Crop for Replanting 2019. The method proposed by weekly observation on cleared area after felling and chipping. The observation followed with application of two different herbicide cocktail in order to determine most effective weed eradication in replanting area.</li> <li>• Optimising the yield of FFB production (Criterion 4.2): Palm Pro™ implementation, to replace ordinary aluminum pole. The productivity reviewed since September 2018-May 2019. The productivity rate: 2.08 ton/manday (Palm Pro) vs 1.85 tons/manday (aluminum pole). The efficiency rate: 3.81 Ha/manday (Palm Pro) vs 3.32 Ha/manday (aluminum pole).</li> </ul> <p>Smallholder: Internal audit for scheme smallholder carried out 14-16 November 2018 by Hendryk K Simanjutak, Ridho Ilahi, Yuanda Pangi Harahap. Internal audit for scheme smallholder carried out 18-20 April 2019 by Hendryk K</p>	Station	Bakcground/abstract	Continuous Improvement proposed	Loading ramp/sortation	Improve grading performance; Reduce dirt into system	Initiative reduce dirt: Using mechanical grading table; Install FFB washing; Monitoring dirt collection, update in Buatan II POM’s centerpiece board;	<p>comply</p>
Station	Bakcground/abstract	Continuous Improvement proposed							
Loading ramp/sortation	Improve grading performance; Reduce dirt into system	Initiative reduce dirt: Using mechanical grading table; Install FFB washing; Monitoring dirt collection, update in Buatan II POM’s centerpiece board;							

		Simanjutak, Ridho Ilahi, Ian Septian. All findings have been closed.	
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**Appendix B: Approved Time Bound Plan**

Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
Buatan I Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		Certified on 16 September 2010 Re-Certified on 16 September 2015
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Buatan II Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Simpang Perak Estate*)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		Certified on 16 September 2010 Re-Certified on 16 September 2015  <i>Note: *) Split from Buatan Estate since 1 January 2019</i>
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Ukui I Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau		Certified on 1 March 2011 Re-Certified on 1 March 2016  <i>Note: *) Split from Ukui Estate since 1 January 2019</i>
		Sei Lala Estate*)	Ukui Village, Ukui District, Pelalawan Regency, Riau		
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau		
Ukui II Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau		Certified on 1 March 2011 Re-Certified on 1 March 2016
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau		
Tungkal Ulu Mill	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Tungkal Ulu Estate	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi		Certified on 15 August 2012 Re-Certification on 15 August 2017
		Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi		
Muara Bulian Mill	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pelayung District, Batang Hari Regency, Jambi	Muara Bulian Estate	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pelayung District, Batang Hari Regency, Jambi		Certified on 28 August 2012 Re-Certification on 28 August 2017
		Muara Bulian (Plasma)	Maro Sebo Ilir District, Batang Hari Regency, Jambi		
Topaz Mill	Petapahan village,	Topaz & Seed	Petapahan village,		Certified on 30



Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
	Tapung District, Kampar Regency, Riau	Garden Estate	Tapung District, Kampar Regency, Riau		March 2015
Taman Raja Mill	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Taman Raja Estate, Badang Estate & Bernai Estate	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi		Certified on 20 February 2015  <i>Note: *) Bernai Estate split from Badang Estate since 1 January 2019</i>
Segati Mill	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Segati Estate	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Main Audit 2014	NPP and RaCP is still in progress. Re-Audit 2018. Pending for certification
		Penarikan & Gondai Estate	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	Main Audit 2014	NPP and RaCP is still in progress. Re-Audit 2018. Pending for certification
Tanah Datar Mill	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Tanah Datar Estate	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera		Certified on 18 May 2015
		Bahilang Estate	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatera		
Aek Nabara Mill	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Aek Nabara Estate	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera		Certified on 6 March 2015
Teluk Panjie Mill	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Teluk Panjie Estate (3,885 Ha)	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera		Certified on 21 April 2015
		Teluk Panjie Estate (801 Ha)		2020	HGU is still in process
Peranap Mill	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Peranap Estate	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau		Certified on 7 January 2015
		Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau		Certified on 18 August 2016
Bungo Tebo Mill	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Bungo Tebo Estate	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi		Certified on 3 December 2015
		Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK		Certified on 7 February 2017

Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
			Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi		
Tanjung Selamat Mill	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		Certified on 26 May 2015
		Pangkatan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		Certified on 26 May 2015
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Pulau Maria Estate	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra		Certified on 7 September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Sentral, Aek Tarum & Batu Anam Estate	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra		Certified on 8 July 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Negeri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		– Certified on 23 December 2016 as independent Mill – Audit in 2016 as Mill and Supply base
		Aek Kuo (2,088 Ha)	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra		
		Aek Kuo (501 Ha)			HGU Completed. Audited at ASA 3 (2018).
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	*3 <sup>rd</sup> party which is excluded from scope of certification	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		– Certified on 8 April 2015 – Audit in 2016 as independent Mill

**Appendix C: GHG Reporting Executive Summary**

The GHG emissions that were produced in 2018 for Buatan 2 Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for both estates and smallholders.

The summary of the Net GHG emitted in 2018 for Buatan 2 Palm Oil Mill and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	0.53
PK	0.53

Extraction	%
OER	19.03
KER	5.08

Production	t/yr
FFB Process	317,713
CPO Produced	60,450
PK Produced	16,150

Land Use	Ha
OP Planted Area	11,477.97
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	38.24
<b>Total</b>	<b>11,516.21</b>

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion	0	0	14,708.08	0.09	0	0	14,708.08	0.09
CO <sub>2</sub> Emission from fertilizer	844.41	0.01	4207.7	0.03	0	0	5052.11	0.04
NO <sub>2</sub> Emmission	2861.78	0.05	4426.14	0.03	0	0	7287.92	0.08
Fuel Consumption	788.66	0.01	425.12	0	0	0	1213.78	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
<b>Sink</b>								
Crop Sequestration	0	0	0	0	-13,941.31	-0.09	-13941.31	-0.09
Conservation Sequestration	0	0	0	0	0	0	0	0
<b>Total</b>	<b>4,494.85</b>	<b>0.08</b>	<b>9,825.73</b>	<b>0.06</b>	<b>4,120.64</b>	<b>0</b>	<b>14,320.58</b>	<b>0.13</b>

\*Note: Includes both estates and smallholders

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME	46,919.61	0.15
Fuel Consumption	393.85	0
Grid Electricity Utilisation	0	0
<b>Credit</b>		
Export of Grid Electricity	-263.65	0

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Sales of PKS	-25,269.2	-0.08
Sales of EFB	0	0
<b>Total</b>	<b>21,780.61</b>	<b>0.07</b>

**Summary of Kernel Crusher Emission and Credit (if applicable)**

<b>Emissions</b>	<b>tCO<sub>2</sub>e</b>
PK from own mill	-
PK from other source	-
Fuel Consumptions	-
<b>Total Crusher emissions</b>	<b>-</b>

\*This mill has no kernel crusher operation.

<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

**Appendix D: General Chain of Custody Requirements for the Supply Chain**

<b>5.1 Applicability of the general chain of custody requirements for the supply chain</b>			
	<b>Requirement</b>	<b>Evidence</b> For any N/A raised, justification is required.	<b>Compliance</b> (Yes / No or N/A)
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.	PT. Inti Indosawit Subur – Buatan II POM is part of the RSPO supply chain, as the organization takes legal ownership and physically handles RSPO Certified Sustainable oil palm products – therefore this requirements is applicable.	Yes
5.1.2	Traders and distributors require a licence obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.	PT. Inti Indosawit Subur – Buatan II POM is not a trader or distributor. Not applicable.	N/A
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	PT. Inti Indosawit Subur – Buatan II POM is subsidiary of PT. Inti Indosawit Subur, a member of RSPO, with RSPO membership No.1-0022-06-000-00 since 6 February 2006. RSPO IT Platform/PalmTrace account RSPO_PO1000000382.	Yes
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	PT. Inti Indosawit Subur – Buatan II POM does not include any processing aid for their CPO Mill into scope of certification. Not applicable.	N/A
<b>5.2 Supply chain model</b>			

5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	<p>PT. Inti Indosawit Subur – Buatan II POM is certified against RSPO P&amp;C Indonesia National Interpretation, September 2016 and RSPO Supply Chain Certification Standard, June 2017 Module E - CPO Mills: Mass Balance. Buatan I POM received certified raw material (Fresh Fruit Bunch) from its own estate - Buatan Estate; one KKPA and 8 scheme smallholders in form of cooperative/Koperasi Unit Desa (KUD). The proportion of non-certified FFB comes from third-party supplier.</p> <p>The certification of estates and scheme smallholders are fall under PT. Inti Indosawit Subur – Buatan II POM with certificate number RSPO 638947, first certification start on 16 September 2010 and expired on 15 September 2020.</p> <p>Management of PT. Inti Indosawit Subur aware that they can claim their product (CPO and PK) as Mass Balance because there is a proportion of non-certified FFB being processe in the Buatan II POM.</p>	Yes
5.2.2	The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	<p>PT. Inti Indosawit Subur – Buatan II POM uses Module E of RSPO Supply Chain Certification Standard, June 2017. Therefore, Buatan II POM uses Mass Balance (MB) as the supply chain model.</p> <p>Based on review of Contract documents, for shipping by trucking, PT. Inti Indosawit Subur – Buatan II POM uses Mass Balance (MB) as the supply chain model.</p>	Yes
<b>5.3. Documented Procedures</b>			
5.3.1	<p>The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> <li>• Complete and up to date procedures covering the implementation of all the elements of the supply chain model</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM can demonstrate procedures as follow:</p> <ul style="list-style-type: none"> <li>• Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017. The procedures cover traceability of CPO and PK, since FFB receiving from Simpang Perak Estate and Smallholder, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability</li> </ul>	Yes

	<p>requirements.</p>	<p>Internal Audit Manager. Traceability records are to be kept for 10 years.</p> <ul style="list-style-type: none"> <li>• Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction.</li> <li>• SOP for mill operation Mill Policy Manual:             <ul style="list-style-type: none"> <li>- SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station;</li> <li>- SOP AA-SOP-OP-101.5-R0 Grading;</li> <li>- SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer;</li> <li>- SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation;</li> <li>- SOP AA-MPM-OP-1400.05-R1 Stasiun Pengadukan dan Pengempaan for pressing station;</li> <li>- SOP AA-MPM-OP-1400.06-R1 Stasiun Pemurnian for clarification;</li> <li>- SOP AA-MPM-OP-1400.07-R1 Stasiun Pemisahan Nut dan Fiber for nut and fiber separation;</li> <li>- SOP AA-MPM-OP-1400.08-R1 Stasiun Kernel for kernel station;</li> <li>- SOP AA-MPM-OP-1400.09-R1 Stasiun Boiler;</li> <li>- SOP AA-MPM-OP-1400.10-R1 Stasiun Engine Room;</li> <li>- SOP AA-MPM-OP-1400.11-R1 Stasiun Water Treatment;</li> <li>- SOP AA-MPM-OP-1400.12-R1 Laboratorium;</li> <li>- SOP AA-MPM-OP-1400.13-R1 Stasiun Pengelolaan Limbah for palm oil mill effluent treatment;</li> <li>- SOP AA-MPM-OP-1400.14-R2 Stasiun Penimbunan dan Pengiriman CPO dan Kernel for CPO and PK bulking and despatch operation;</li> <li>- SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance;</li> <li>- SOP AA-MPM-OP-1400.18-R4 Book Keeping</li> <li>- AA-MPM-OP-1400.17-R6 Traceability.</li> </ul> </li> </ul>	
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	<ul style="list-style-type: none"> <li>Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain’s general requirement and modular requirement, including training records (see Clause 5.8 – Training).</p>	<p>Yes</p>
	<ul style="list-style-type: none"> <li>Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization’s procedures for the implementation of this standard.</li> </ul>	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6), the responsible person in charge to the supply chain system is Mill Manager. During audit, the mill manager is able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for palm oil mill.</p>	<p>Yes</p>
<p>5.3.2</p>	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6) chapter 6.7, Sustainability Internal Audit Manager conducted internal audit annually, to ensure all operational and documentation activities are comply with the requirement in RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>In 2019, internal audit RSPO SCCS for Buatan II POM on 29-30 April 2019 by Mr. Hendryk Simanjuntak, against RSPO Supply Chain Certification Standard, June 2017.</p>	<p>Yes</p>
	<p>ii) effectively implements and maintains the standard requirements within its organization</p>	<p>The site has effectively implements and maintains the standard requirement by performing internal audit.</p> <p>In 2018, PT. IIS Buatan I POM conducted Internal audit against RSPO SCCS June 2017, Module E Mass Balance carried out on 30-31 July 2018 by Mr. Welly Joel.</p> <p>Subsequent internal audit on 7-8 December 2018 by Mr. Henryk K Simanjuntak.</p> <p>In 2019, internal audit RSPO SCCS for Buatan II POM on 29-30 April 2019 by Mr. Hendryk Simanjuntak, against RSPO Supply Chain Certification Standard, June 2017.</p> <p>Module E: Mass Balance.</p>	<p>Yes</p>



5.4. Purchasing and goods in		
5.4.1	<p>The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier in document form:</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment/delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> <li>• Supply Chain certificate number of the seller;</li> <li>• A unique identification number</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R6), chapter 5.1 indicates the Weighbridge Clerk has responsibility to input data and print weighbridge card based on “Surat Pengantar TBS”, covering information e.g. estate name and block number, mill name, date of delivery, product description and quantity, RSPO certificate number, transporter identity and unique identification number.</p> <p>PT. Inti Indosawit Subur – Buatan II POM receive FFB from certified and non-certified source. Certified source consist of own estate (Simpang Perak Estate) KKPA, and Scheme Smallholder (8 KUD under Buatan Plasma). Non-certified FFB sourced from third party supplier, e.g.: CV. Putra Kembar Sentosa, Asosiasi Petani Sawit Swadaya Berkah Makmur Bersama, CV. Karya Bersama.</p> <p>Document “Surat Pengantar TBS” (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required e.g.</p> <p>Certified FFB:            Scheme Smallholder:</p> <ul style="list-style-type: none"> <li>• FFB delivery note: “Surat Pengantar TBS KUD Mitra Usaha, KT82 Sumber Rezeki No.14220”, dated 2 July 2019. Vehicle code BM8092SG, driver Okip, carrying 404 bunches, planting year 1990/1991.</li> <li>• Weighbridge ticket “Tiket Timbangan No.PBDA219107219” dated 3 July 2019, for 424 FFB bunches, nett weight 9,994 kg, FFB source from KT82 Sumber Rezeki, vehicle BM8092SG, RSPO certificate No.RSPO636947.</li> <li>• FFB delivery note “Surat Pengantar TBS Plasma KUD Delima Sakti/KKPA”, dated 3 July 2019. Vehicle code BM9213CI, driver Sutrisno, carrying 346 bunches from block C03b and G01h.</li> <li>• Weighbridge ticket “Tiket Timbangan No.PBDA119107191” dated 3 July 2019, for 346 FFB bunches, nett weight 3,700 kg, FFB source from Kebun KKPA, block G03b planting year 2003 – G01h planting year 2001; vehicle</li> </ul>

Yes

		<p>BM9213CI, RSPO certificate No.RSPO636947.</p> <p>Estate:</p> <ul style="list-style-type: none"> <li>Form "Mutu Buah Inti PMKS", dated 3 July 2019, block B91b, vehicle BM9913TB, driver Ogot, 205 bunches FFB, sortation result: unripe 1 (0.04%), ripe 202 bunches (98.54%), empty bunches 2 bunches (0.0097%) – total 205 bunches.</li> <li>Weighbridge ticket "Tiket Timbangan No.PBDA119107234" dated 3 July 2019, for 205 FFB bunches, nett weight 4,460 kg, FFB source from Simpang Perak Estate, block B91b, planting year 1991 vehicle BM9913TB, RSPO certificate No.RSPO636947.</li> </ul> <p>Non-certified FFB:</p> <ul style="list-style-type: none"> <li>FFB delivery note: "Surat Pengantar TBS Asosiasi Petani Sawit Berkah Makmur Bersama", dated 2 July 2019. Vehicle code BM9899SF; driver Andre; carrying 200 bunches.</li> <li>Weighbridge ticket "Tiket Timbangan No.PBDA519103438" dated 2 July 2019, for 200 FFB bunches; nett weight 4,158 kg; FFB source from non-certified third party FFB supplier Berkah Makmur Bersama; vehicle BM9899SF.</li> </ul>	
	<ul style="list-style-type: none"> <li>Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	<p>Information is complete and presented in couple document, e.g. "Surat Pengantar TBS" (FFB Delivery Note) and Weighbridge Card. Report of FFB receiving are documented in "Laporan Harian Pabrik" (Mill Daily Report), "Laporan Unit Pabrik (Monthly Mill Report) and Mill Summary Report.</p>	<p>Yes</p>
	<ul style="list-style-type: none"> <li>The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM has ensured that certified FFB received are RSPO certified based on the source of FFB. The Mill only received certified FFB from own estate (Simpang Perak Estate), KKPA and Scheme Smallholder (8 KUD under Buatan Plasma) which have been certified as supply bases of Buatan II POM. Other than that are non-certified FFB. This is verified through interview with Mill employees and document review.</p>	<p>Yes</p>

	<ul style="list-style-type: none"> <li>A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM with RSPO P&amp;C Certificate No.RSPO 638947 are certified until 15 September 2020.</p>	<p>Yes</p>
	<ul style="list-style-type: none"> <li>The validity of licence for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements / announcements.</li> </ul>	<p>The site has never purchased any certified CPO from traders or distributors.</p>	<p>N/A</p>
<p>5.4.2</p>	<p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.</p>	<p>PT. Inti Indosawit Subur – Buatan II POM has demonstrated the simulation on recall of non-conforming material.</p> <p>During the last 12 months period there has been no case of non-conforming material entering the process.</p>	<p>Yes</p>
<p><b>5.5. Outsourcing activities</b></p>			
<p>5.5.1</p>	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independement mil cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organization (not the tank farm manager).</p>	<p>PT. Inti Indosawit Subur – Buatan II POM is using tranportation to move RSPO certified product (CPO). The appointed outsourced companies: PT. Buana Jaya Bersama, CV. Jasa Bersama.</p>	<p>Yes</p>

5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a. The site has legal ownership of all input material to be included in outsourced processes;</p>	<p>PT. Inti Indosawit Subur – Buatan I POM having legal ownership of material being transported by appointed outsourced companies: PT. Buana Jaya Bersama, CV. Jasa Bersama.</p>	Yes
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	<p>Majo NCr:  PT. Inti Indosawit Subur-Buatan II POM cannot demonstrate there is control over outsourced transporter.  Objective Evidence:  PT. Inti Indosawit Subur cannot demonstrate there is control upon transporter:  b. PT. Inti Indosawit Subur cannot demonstrate an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p><u>Correction:</u>  PT Inti Indosawit Subur - Buatan II POM has made the new agreement contract with transporter in:</p> <ol style="list-style-type: none"> <li>1. "Perjanjian Pengangkutan Nomor: 05/VIII/JB-IIS/2019 CV Jasa Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>2. "Perjanjian Pengangkutan Nomor: 06/VIII/WMPL-IIS/2019 PT Wijaya Multi Prima Lestari and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>3. "Perjanjian Pengangkutan Nomor: 07/VIII/BJB-IIS/2019 PT Buana Jaya Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> </ol> <p>The contract agreement has covered:</p> <ul style="list-style-type: none"> <li>• Outsourced process with transporter including right and responsibility between two parties,</li> <li>• Transporter is committed to comply with RSPO SCCS standard and</li> </ul>	Major

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		<p>following the regulation,</p> <ul style="list-style-type: none"> <li>• Transporter is willing to be audited by Certification Body as necessary concerning on RSPO SCCS.</li> </ul> <p>Agreement contract has been signed by two parties both PT Inti Indosawit Subur – Buatan II POM (on behalf PT Inti Indosawit Subur Group) and transporter.</p> <p>Transporter also has signed the statement letter which declared that they commit to comply to RSPO SCCS requirement during transporting RSPO certified raw material and they allow the certification body and/or RSPO auditor to conduct the audit to they company and operation.</p> <p>PT IIS Buatan II POM has a procedure to control the outsourced transporter through "SOP Traceability AA-MPM-OP-1400.17-R6 dated 1 September 2017" Internal control for CPO and PK delivery by contractor has made as well by:</p> <ul style="list-style-type: none"> <li>• Surat Izin Muat CPO dan Kernel, contain information of Driver name, Identity number, Car/Truck Number, CPO/PK Dispatch time, netto, incoming and outgoing time\ Delivery Order Slip from Transporter, contain information of sales contract number, Truck number, destination, driver name, port destination.</li> <li>• Daftar Periksa Kesiapan Pengiriman CPO/Kernel contain information of Truck number, driver name, date of inspection, item inspection including: driver identity and completeness of vehicle legality, completeness of physical standard of vehicle, number of segel.</li> </ul> <p>Conclusion: Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019.</p>	
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	<p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	<p>Major NC PT. Inti Indosawit Subur-Buatan II POM cannot demonstrate there is control over outsourced transporter. Objective Evidence: PT. Inti Indosawit Subur cannot demonstrate there is control upon outsourcing transporter. c. PT. Inti Indosawit Subur cannot demonstrate control system and communicated the outsourced transport contractor.</p> <p><u>Correction:</u> PT Inti Indosawit Subur - Buatan II POM has made the new agreement contract with transporter in:</p> <ol style="list-style-type: none"> <li>1. "Perjanjian Pengangkutan Nomor: 05/VIII/JB-IIS/2019 CV Jasa Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>2. "Perjanjian Pengangkutan Nomor: 06/VIII/WMPL-IIS/2019 PT Wijaya Multi Prima Lestari and PT Inti Indosawit Subur" dated 2 August 2019.</li> <li>3. "Perjanjian Pengangkutan Nomor: 07/VIII/BJB-IIS/2019 PT Buana Jaya Bersama and PT Inti Indosawit Subur" dated 2 August 2019.</li> </ol> <p>The contract agreement has covered:</p> <ul style="list-style-type: none"> <li>• Outsourced process with transporter including right and responsibility between two parties,</li> <li>• Transporter is committed to comply with RSPO SCCS standard and following the regulation,</li> <li>• Transporter is willing to be audited by Certification Body as necessary concerning on RSPO SCCS.</li> </ul> <p>Agreement contract has been signed by two parties both PT Inti Indosawit Subur – Buatan II POM (on behalf PT Inti Indosawit Subur Group) and transporter. Transporter also has signed the statement letter which declared that they commit to comply to RSPO SCCS requirement during transporting RSPO</p>	<p>Yes</p>
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		<p>certified raw material and they allow the certification body and/or RSPO auditor to conduct the audit to they company and operation.</p> <p>PT IIS Buatan II POM has a procedure to control the outsourced transporter through "SOP Traceability AA-MPM-OP-1400.17-R6 dated 1 September 2017" Internal control for CPO and PK delivery by contractor has made as well by:</p> <ul style="list-style-type: none"> <li>• Surat Izin Muat CPO dan Kernel, contain information of Driver name, Identity number, Car/Truck Number, CPO/PK Dispatch time, netto, incoming and outgoing time\ Delivery Order Slip from Transporter, contain information of sales contract number, Truck number, destination, driver name, port destination.</li> <li>• Daftar Periksa Kesiapan Pengiriman CPO/Kernel contain information of Truck number, driver name, date of inspection, item inspection including: driver identity and completeness of vehicle legality, completeness of physical standard of vehicle, number of segel.</li> </ul> <p>Conclusion:          Audit team has reviewed and accepted the evidence of corrective action prepared by PT Inti Indosawit Subur – Buatan II POM. Audit team concluded that the correction, corrective action and objective evidences are sufficient and accepted. This Major NC is closed on 30<sup>th</sup> August 2019.</p>	
	<p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>	<p>Statement letter from PT. Buana Jaya Bersama: "Surat Pernyataan No.571/BJB-VIII/2018 signed by Director – dated 10 August 2018. The statement letter stipulates "we are partnering transporter to PT. Inti Indosawit Subur Buatan Satu commit to comply to RSPO SCCS requirements during transporting RSPO certified raw material and we allow certification body and/or RSPO auditor to our company/operation if it is deemed necessary".</p> <p>Statement letter from CV. Jasa Bersama: "Surat Pernyataan untuk Pengangkutan Bahan Baku" signed by Director – dated 29 June 2018. The</p>	<p>Yes</p>

		statement letter stipulates “we commit to comply to RSPO SCCS requirements during transporting RSPO certified raw material and we allow certification body and/or RSPO auditor to our company/operation if it is deemed necessary”.	
5.5.3	The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.	<ul style="list-style-type: none"> <li>PT. Buana Jaya Bersama; PIC: Eltono (Director); Address: Jl. Siak II RT.02/RT03, Kelurahan Bandar Raya, Kecamatan Payung Sekaki, Pekanbaru, Riau; Contact number: +6282170430740;</li> <li>CV. Jasa Bersama; PIC: Suwito Djingga (Director); Address: Jl. Siak II, Palas KB 77, KM.15, Pekanbaru, Riau; Contact person: +628111279***;</li> </ul>	Yes
5.5.4	The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.	<ul style="list-style-type: none"> <li>PT. Buana Jaya Bersama; PIC: Eltono (Director); Address: Jl. Siak II RT.02/RT03, Kelurahan Bandar Raya, Kecamatan Payung Sekaki, Pekanbaru, Riau; Contact number: +6282170430740;</li> <li>CV. Jasa Bersama; PIC: Suwito Djingga (Director); Address: Jl. Siak II, Palas KB 77, KM.15, Pekanbaru, Riau; Contact person: +628111279***;</li> </ul>	Yes
<b>5.6. Sales and goods out</b>			
5.6.1	<p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form.</p> <ul style="list-style-type: none"> <li>The name and address of the buyer;</li> <li>The name and address of the seller;</li> <li>The loading or shipment/ delivery date;</li> <li>The date on which the documents were issued;</li> <li>A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>The quantity of the products delivered;</li> <li>Any related transport documentation;</li> <li>Supply chain certificate number of the seller;</li> </ul>	<p>CPO Contract:</p> <ul style="list-style-type: none"> <li>Purchase Contract No.P/93/18/003069 dated 23 August 2018 between PT. Inti Indosawit Subur and AAA Oils &amp; Fats Pte Ltd. for sales of 2,000 MT commodity RSPO CPO; Supply Chain Model Mass Balance;</li> <li>The contract was defined into two separate delivery orders: Delivery Order PT. Inti Indosawit Subur No.08302/DC10/02/18 dated 2 August 2018, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 750,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947. And Delivery Order PT. Inti Indosawit Subur No.08311/DC10/02/18 dated 18 August 2018, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 750,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> </ul> <p>Delivery Order PT. Inti Indosawit Subur No.08311/DC10/02/18 dated 16 August 2018, fulfilled with 26 deliveries. Sample dispatch slip CSPO from</p>	Yes



	<ul style="list-style-type: none"> <li>A unique identification number</li> </ul>	<p>Buatan II POM to customer:</p> <ul style="list-style-type: none"> <li>Weighbridge ticket Buatan II POM No.PBDC118101259 dated 19 August 2018. Destination PT. Inti Indosawit Subur tank terminal. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.08311/DC10/02/18. Transporter CV. Jasa Bersama, Vehicle No.BM9924CU. Volume dispatched 27.07 MT. Bacth No.RSPO638947.</li> </ul> <p>Delivery Order PT. Inti Indosawit Subur No.08302/DC10/02/18 dated 2 August 2018, fulfilled with 28 deliveries. Sample dispatch slip CSPO from Buatan II POM to customer:</p> <ul style="list-style-type: none"> <li>Weighbridge ticket Buatan II POM No.PBDC118101150 dated 5 August 2018. Destination PT. Inti Indosawit Subur tank terminal. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.08302/DC10/02/18. Transporter CV. Jasa Bersama, Vehicle No.BK8013DB. Volume dispatched 28.53 MT. Bacth No.RSPO638947.</li> </ul> <ul style="list-style-type: none"> <li>Bill of Lading for Vessel MT. Torm Gerd v.142 No.LBG/RTM-18 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947. Loading port Lubuk Gaung, Indonesia, to be delivered to port of Rotterdam, The Netherlands, with Notify AAA Oils and Fats Pte Ltd.; and</li> <li>Bill of Lading for Vessel MT. Torm Gerd v.142 No.LBG/RTM-19 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947. Loading port Lubuk Gaung, Indonesia, to be delivered to port of Rotterdam, The Netherlands, with Notify AAA Oils and Fats Pte Ltd.</li> </ul> <p>This transaction was recorded in PalmTrace as TR-a83381d1-59b8, dated 20 September 2018 for CSPO Mass Balance, volume 750 MT. Seller PT. Inti Indosawit Subur – Buatan II POM. Buyer Kuala Lumpur Kepong Berhad/CLK Oleo, confirmation date 17 October 2018.</p>	
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		<p>PK Contract:</p> <ul style="list-style-type: none"> <li>• Delivery Order between PT. Inti Indosawit Subur POM to KCP: No.04313/DC10/13/19 dated 18 April 2019, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 150,000 kg commodity PK RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> <li>• Delivery Order PT. Inti Indosawit Subur No.04301/DC10/13/19 dated 4 April 2019, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 250,000 kg commodity PK RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> <li>• Delivery Order PT. Inti Indosawit Subur No.04307/DC10/13/19 dated 10 April 2019, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 150,000 kg commodity PK RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> <li>• Delivery Order PT. Inti Indosawit Subur No.04303/DC10/13/19 dated 5 April 2019, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 200,000 kg commodity PK RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> </ul> <p>Delivery Order PT. Inti Indosawit Subur No.04301/DC10/13/19 dated 4 April 2019, fulfilled with 11 deliveries. Sample dispatch slip CSPO from Buatan II POM to customer: Weighbridge ticket Buatan II POM No.PBDC219200183 dated 6 April 2019. Destination PT. Inti Indosawit Subur – Buatan I KCP. Commodity PK Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.04301/DC10/13/19. Transporter PT. Buana Jaya Bersama, Vehicle No.BM8817RO. Volume dispatched 27.53 MT. Batch No.RSPO638947.</p> <p>Delivery Order PT. Inti Indosawit Subur No.04313/DC10/13/19 dated 18 April 2019, fulfilled with 9 deliveries. Sample dispatch slip CSPO from Buatan II POM to customer: Weighbridge ticket Buatan II POM No.PBDC219100208 dated 20 April 2019. Destination PT. Inti Indosawit Subur – Buatan I KCP. Commodity PK</p>	
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		<p>Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.04313/DC10/13/19. Transporter PT. Buana Jaya Bersama, Vehicle No.BM9544RC. Volume dispatched 19.77 MT. Batch No.RSPO638947.</p> <p>This transaction was recorded in PalmTrace as No.TR-6f792409-c154, dated 21 June 2019 for CSPK Mass Balance, volume 668.91 MT. Seller PT. Inti Indosawit Subur – Buatan II POM. Buyer PT. Inti Indosawit Subur – Buatan I KCP, confirmation date 21 June 2019.</p>	
	<ul style="list-style-type: none"> <li>Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	<p>Information available from contract, delivery order, transfer stock note and weighbridge ticket/delivery slipnote. Sample for CPO</p> <ul style="list-style-type: none"> <li>Name and address of buyer: AAA Oils &amp; Fats Pte Ltd. 80 Raffles Place, #50-01 UOB Plaza 1, Singapore 048624.</li> <li>Name and address of seller: PT. Inti Indosawit Subur, Jl. M.H Thamrin No.31, Kebon melati, Tanah Abang, Jakarta Pusat, DKI Jakarta 10230.</li> <li>The loading date: loading to vessel 4 September 2018.</li> <li>The date on which the documents were issued: noted in all documents.</li> <li>A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): Product CPO RSPO (CSPO). Supply Chain Model Mass Balance (MB).</li> <li>The quantity of the products delivered: indicated on various delivery notes, including B/L;</li> <li>Any related transport documentation: Vessel MT. Torm Gerd v.142. Bill of Lading No.LBG/RTM-18 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947 and Bill of Lading No.LBG/RTM-19 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947. Loading port Lubuk Gaung, Indonesia, to be delivered to port of Rotterdam, The Netherlands, with Notify AAA Oils and Fats Pte Ltd.</li> <li>Supply chain certificate number of the seller: RSPO Certificate No.RSPO638947.</li> <li>A unique identification number: DO No.08302/DC10/02/18 and</li> </ul>	<p>Yes</p>

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		No.08311/DC10/02/18.	
	<ul style="list-style-type: none"> <li>For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified CPO or PK per group of shipments (DO). During ASA1_4 period, Buatan II POM sold certified product in form of CSPO and CSPK. Samples seen:</p> <ul style="list-style-type: none"> <li>Shipping Announcement, with transaction ID No.TR-a83381d1-59b8 dated 20 September 2018 for 750 MT of CSPO Mass Balance; from PT. Inti Indosawit Subur – Buatan II POM (RSPO_PO1000000382) as Seller; to PT. Kuala Lumpur Kepong Berhad/KLK Oleo (RSPO_PO100000****) as Buyer; Confirmation has been made by Buyer on 17 October 2018.</li> <li>Shipping Announcement, with transaction ID No.TR-6f792409-c154 dated 21 June 2019 for 750 MT of CSPK Mass Balance; from PT. Inti Indosawit Subur – Buatan II POM (RSPO_PO1000000382) as Seller to PT. Buatan I KCP (RSPO_PO1000002758). Confirmation has been made by Buyer on 21 June 2019.</li> </ul> <p>This transaction was recorded in PalmTrace as TR-a83381d1-59b8, dated 20 September 2018 for CSPO Mass Balance, volume 750 MT. Seller PT. Inti Indosawit Subur – Buatan II POM. Buyer Kuala Lumpur Kepong Berhad/KLK Oleo, confirmation date 17 October 2018.</p>	Yes
<b>5.7. Registration of transactions</b>			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> <li>are mills, traders, crushers and refineries and;</li> <li>take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM is a palm oil mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product (FFB, CSPO and CSPK). RSPO IT Platform account RSPO_PO1000000382.</p>	Yes

<p>5.7.2</p>	<p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:</p> <ul style="list-style-type: none"> <li>Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM made shipping announcement inside PalmTrace transaction:</p> <ul style="list-style-type: none"> <li>Shipping Announcement, with transaction ID No.TR-a83381d1-59b8 dated 20 September 2018 for 750 MT of CSPO Mass Balance; from PT. Inti Indosawit Subur – Buatan II POM (RSPO_PO100000382) as Seller; to PT. Kuala Lumpur Kepong Berhad/CLK Oleo (RSPO_PO100000****) as Buyer; Confirmation has been made by Buyer on 17 October 2018.</li> <li>Shipping Announcement, with transaction ID No.TR-6f792409-c154 dated 21 June 2019 for 750 MT of CSPK Mass Balance; from PT. Inti Indosawit Subur – Buatan II POM (RSPO_PO100000382) as Seller to PT. Buatan I KCP (RSPO_PO1000002758). Confirmation has been made by Buyer on 21 June 2019.</li> </ul>	<p>Yes</p>
	<ul style="list-style-type: none"> <li>Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.</li> </ul>	<p>Not applicable for CPO Mills.          Not applicable (N/A)</p>	<p>N/A</p>
	<ul style="list-style-type: none"> <li>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</li> </ul>	<p>PT. Inti Indosawit Subur – Buatan II POM removed 8,590.54 MT CSPO from PalmTrace through transaction ST-TR-993e0a7c-ed60 dated 5 July 2019 (ISCC).          PT. Inti Indosawit Subur – Buatan II POM removed 11,912.38 MT CSPO from PalmTrace through transaction ST-TR-dfd8af9a-d4a5 dated 5 July 2019 (ISCC).          PT. Inti Indosawit Subur – Buatan II POM removed 10,411.53 MT CSPO from PalmTrace through transaction ST-TR-9517f203-7a4b dated 5 July 2019 (ISCC).          PT. Inti Indosawit Subur – Buatan II POM removed 8,791.49 MT CSPO from PalmTrace through transaction ST-TR-d19e1d13-b59d dated 5 July 2019 (ISCC).          Total removed stock 39,705.94</p>	<p>Yes</p>

<ul style="list-style-type: none"> <li>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.</li> </ul>		<p>PT. Inti Indosawit Subur – Buatan II POM is a palm oil mill which does not need to confirm any purchase of FFB.</p>	<p>N/A</p>
<p><b>5.8. Training</b></p>			
<p>5.8.1</p>	<p>The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff.</p>	<p>Buatan II POM has prepared a training program to staff, whose involved in RSPO SCCS implementation. As per training program, “Program Pelatihan Environmental &amp; Sustainability Tahun 2019 PT. Inti Indosawit Subur Buatan Dua”. Training Sustainability Awareness – Supply Chain and Traceability, planned for November 2019.</p> <p>Competence and records of competence was able to be demonstrated.</p>	<p>Yes</p>
<p>5.8.2</p>	<p>Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed.</p>	<p>Latest training recorded on “Training Traceability and Mass Balance” planned on 10 November 2018 attended by production supervisor, weighbridge operator, dispatch operator in Buatan II POM. In total 6 personnel was attending the training led by KTU. Training module sighted. Sample training record seen:</p> <ul style="list-style-type: none"> <li>• Mr.Yustejo Arif Saragih (production clerk) participated in training: “Training SOP Mass Balance and SOP Traceability” dated 5 December 2017; “Training Traceability and Mass Balance” dated 10 November 2018;</li> <li>• Mrs.Friska T (weighbridge operator) participated in training: “Training SOP Mass Balance and SOP Traceability” dated 5 December 2017; “Training Traceability and Mass Balance” dated 10 November 2018;</li> <li>• Mr.Ivanali Ginting (weighbridge operator) participated in training: “Training SOP GHG” dated 29 November 2016; “Training SOP Mass Balance and SOP Traceability” dated 5 December 2017; “Training Traceability and Mass Balance” dated 10 November 2018;</li> <li>• Mr.Dian Afrizul (dispatch operator) attended: “Training SOP GHG” dated 29 November 2016; “Training SOP Mass Balance and SOP Traceability” dated 5 December 2017; “Training Traceability and Mass Balance” dated 10 November 2018;</li> </ul>	<p>Yes</p>

5.9. Record Keeping		
5.9.1	The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements.	<p>PT. Inti Indosawit Subur – Buatan II POM maintains accurate, complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain Certification Standard requirements.</p> <p>Records and report verified are as follows:</p> <ul style="list-style-type: none"> <li>• Daily Production Report - “Laporan Harian Pabrik”, dated 28 February 2019: Total initial FFB stock 261,020 kg; FFB from company-owned estate 154,610 kg; FFB from KKPA 48,160 kg; FFB from scheme smallholder 312,893 kg; FFB from kemitraan 0 kg; FFB from Third party supplier 210,489 kg; Total received FFB certified 531,480 kg; Total received FFB non-certified 210,489 kg;</li> <li>• Total FFB processed 721,529 kg; FFB certified fom company-owned estate processed 146,086 kg; FFB certified from KKPA processed 58,328 kg; FFB certified from scheme smallholder processed 344,686 kg; FFB non-certified processed 165,124 kg; Processing hour 12.5 hours; throughput 60.28 ton/hour;</li> <li>• Total CPO production 141,280 kg; CPO certified production 108,008 kg; OER FFB certified from company-owned plantation 20.54%; CPO non-certified production 33,272 kg; OER FFB non-certified 19.22%; CPO quality FFA 3.00%, CPO dirt 0.025%.</li> <li>• Total PK production 38,620 kg; PK certified production 29,392 kg; OER PK certified 5.35%; PK non-certified production 9,228 kg; OER PK non-certified 5.35%.</li> </ul> <p>• Book Keeping – Mass Balance – CPO and PK period of July – September 2018, October – December 2018, January – March 2019, April – June 2019;</p> <ul style="list-style-type: none"> <li>• Kartu Timbangan (Weighbridge Card) FFB;</li> <li>• Kartu Timbangan (Weighbridge Card) CPO;</li> <li>• Kartu Timbangan (Weighbridge Card) PK;</li> </ul> <p>CPO Contract:</p>

Yes

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		<ul style="list-style-type: none"> <li>• Purchase Contract No.P/93/18/003069 dated 23 August 2018 between PT. Inti Indosawit Subur and AAA Oils &amp; Fats Pte Ltd. for sales of 2,000 MT commodity RSPO CPO; Supply Chain Model Mass Balance;</li> <li>• The contract was defined into two separate delivery orders: Delivery Order PT. Inti Indosawit Subur No.08302/DC10/02/18 dated 2 August 2018, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 750,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947. And Delivery Order PT. Inti Indosawit Subur No.08311/DC10/02/18 dated 18 August 2018, instruction to PT. Inti Indosawit Subur – Buatan II POM to deliver 750,000 kg commodity Minyak Kelapa Sawit RSPO; Supply Chain Model Mass Balance; No.Ref. RSPO 638947.</li> </ul> <p>Delivery Order PT. Inti Indosawit Subur No.08311/DC10/02/18 dated 16 August 2018, fulfilled with 26 deliveries. Sample dispatch slip CSPO from Buatan II POM to customer:</p> <ul style="list-style-type: none"> <li>• Weighbridge ticket Buatan II POM No.PBDC118101259 dated 19 August 2018. Destination PT. Inti Indosawit Subur tank terminal. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.08311/DC10/02/18. Transporter CV. Jasa Bersama, Vehicle No.BM9924CU. Volume dispatched 27.07 MT. Bacth No.RSPO638947.</li> </ul> <p>Delivery Order PT. Inti Indosawit Subur No.08302/DC10/02/18 dated 2 August 2018, fulfilled with 28 deliveries. Sample dispatch slip CSPO from Buatan II POM to customer:</p> <ul style="list-style-type: none"> <li>• Weighbridge ticket Buatan II POM No.PBDC118101150 dated 5 August 2018. Destination PT. Inti Indosawit Subur tank terminal. Commodity CPO Certified RSPO. Supply Chain Model Mass Balance. RSPO Certificate No.RSPO638947. DO No.08302/DC10/02/18. Transporter CV. Jasa Bersama, Vehicle No.BK8013DB. Volume dispatched 28.53 MT. Bacth No.RSPO638947.</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Bill of Lading for Vessel MT. Torm Gerd v.142 No.LBG/RTM-18 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947. Loading port Lubuk Gaung, Indonesia, to be delivered to port of Rotterdam, The Netherlands, with Notify AAA Oils and Fats Pte Ltd.; and</li> <li>• Bill of Lading for Vessel MT. Torm Gerd v.142 No.LBG/RTM-19 dated 4 September 2018 for shipment of 500 MT RSPO CPO MB, Certificate No.RSPO 638947. Loading port Lubuk Gaung, Indonesia, to be delivered to port of Rotterdam, The Netherlands, with Notify AAA Oils and Fats Pte Ltd.</li> </ul> <p>This transaction was recorded in PalmTrace as TR-a83381d1-59b8, dated 20 September 2018 for CSPO Mass Balance, volume 750 MT. Seller PT. Inti Indosawit Subur – Buatan II POM. Buyer Kuala Lumpur Kepong Berhad/CLK Oleo, confirmation date 17 October 2018.</p>	
5.9.2	Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.	The procedure of Traceability (AA-MPM-OP-1400.7.R6), requires that all records and reports related to traceability and book keeping are retained for a period of 10 years.	Yes
5.9.3	The organization shall be able to provide the estimate volume of palm oil/palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.	<p>PalmTrace transaction data shows for period August 2018 to July 2019, the sales of CSPO on RSPO PalmTrace platform is 3,037.83 MT.</p> <p>PalmTrace transaction data shows for period August 2018 to July 2019, the sales of CSPK on RSPO PalmTrace platform is 10,812.40 MT.</p> <p>The forecast as recorded in public summary report for period August 2018 to July 2019:  FFB certified Simpang Perak Estate and scheme smallholder 211,524 MT;</p>	Yes
<b>5.10. Conversion factors</b>			
5.10.1	Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their	<p>Conversion rate is applied to provide reliable estimation of CPO and PK produced.</p> <p>For year 2019, the budget for conversion from FFB into CPO (OER) are 19.22%:</p>	Yes

	<p>own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>); RSPO Rules for Physical Transition of Oleochemicals and its Derivatives. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries.</p>	<p>For year 2019, the budget for conversion from FFB into PK (KER) are 5.30%:</p>																																																																																																																
<p>5.10.2</p>	<p>Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>Monitoring of actual OER and KER rate per supply base:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">Scheme Smallholder</th> <th colspan="2">Buatan Estate</th> <th colspan="2">Third Party FFB *BMB</th> </tr> <tr> <th>OER (%)</th> <th>KER (%)</th> <th>OER (%)</th> <th>KER (%)</th> <th>OER (%)</th> <th>KER (%)</th> </tr> </thead> <tbody> <tr> <td colspan="7">2018</td> </tr> <tr> <td>July</td> <td>20.33</td> <td>5.69</td> <td>13.56</td> <td>3.19</td> <td>18.75</td> <td>5.68</td> </tr> <tr> <td>Aug</td> <td>20.28</td> <td>6.28</td> <td>12.52</td> <td>6.95</td> <td>17.30</td> <td>5.71</td> </tr> <tr> <td>Sept</td> <td>21.73</td> <td>5.51</td> <td>21.99</td> <td>5.92</td> <td>18.35</td> <td>5.48</td> </tr> <tr> <td>Oct</td> <td>20.79</td> <td>5.64</td> <td>20.22</td> <td>5.83</td> <td>19.20</td> <td>5.72</td> </tr> <tr> <td>Nov</td> <td>19.56</td> <td>4.98</td> <td>21.33</td> <td>9.82</td> <td>16.94</td> <td>5.09</td> </tr> <tr> <td>Dec</td> <td>21.05</td> <td>5.84</td> <td>21.78</td> <td>5.80</td> <td>18.51</td> <td>5.08</td> </tr> <tr> <td colspan="7">2019</td> </tr> <tr> <td>Jan</td> <td>20.21</td> <td>6.12</td> <td>21.53</td> <td>6.15</td> <td>16.39</td> <td>6.55</td> </tr> <tr> <td>Feb</td> <td>19.72</td> <td>6.02</td> <td>21.14</td> <td>6.41</td> <td>17.87</td> <td>5.72</td> </tr> <tr> <td>Mar</td> <td>20.87</td> <td>6.08</td> <td>21.08</td> <td>5.84</td> <td>17.99</td> <td>6.29</td> </tr> <tr> <td>Apr</td> <td>21.19</td> <td>6.18</td> <td>21.81</td> <td>5.83</td> <td>17.95</td> <td>5.82</td> </tr> <tr> <td>May</td> <td>20.99</td> <td>6.69</td> <td>21.08</td> <td>5.83</td> <td>19.29</td> <td>5.51</td> </tr> <tr> <td>Jun</td> <td>19.36</td> <td>6.03</td> <td>20.42</td> <td>5.85</td> <td>18.12</td> <td>5.46</td> </tr> </tbody> </table>	Month	Scheme Smallholder		Buatan Estate		Third Party FFB *BMB		OER (%)	KER (%)	OER (%)	KER (%)	OER (%)	KER (%)	2018							July	20.33	5.69	13.56	3.19	18.75	5.68	Aug	20.28	6.28	12.52	6.95	17.30	5.71	Sept	21.73	5.51	21.99	5.92	18.35	5.48	Oct	20.79	5.64	20.22	5.83	19.20	5.72	Nov	19.56	4.98	21.33	9.82	16.94	5.09	Dec	21.05	5.84	21.78	5.80	18.51	5.08	2019							Jan	20.21	6.12	21.53	6.15	16.39	6.55	Feb	19.72	6.02	21.14	6.41	17.87	5.72	Mar	20.87	6.08	21.08	5.84	17.99	6.29	Apr	21.19	6.18	21.81	5.83	17.95	5.82	May	20.99	6.69	21.08	5.83	19.29	5.51	Jun	19.36	6.03	20.42	5.85	18.12	5.46	<p>Yes</p>
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5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.	PT. Inti Indosawit Subur – Buatan II POM made claims regarding the support of RSPO certified oil palm products in the sales document. The claims made in compliance with RSPO Rules on Market Communications and Claims.	Yes
<b>General corporate communications</b>			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	PT. Inti Indosawit Subur (with the brand Asian Agri), the parent company of Buatan II POM is highlighting its commitment to the principles of RSPO, and directly referring to RSPO website. The corporate communication can be found at <a href="http://www.asianagri.com">http://www.asianagri.com</a> .	Yes
4.2	<p>In corporate communications a member is allowed to:</p> <ol style="list-style-type: none"> <li>Display its RSPO membership status</li> <li>Display the RSPO web address (www.rspo.org)</li> <li>State that the member supports the work of the RSPO</li> <li>State the member's history with regard to the RSPO.</li> <li>Use the RSPO trademark to promote its membership of the RSPO.</li> </ol> <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	<p>PT. Inti Indosawit Subur (with the brand Asian Agri), in its website:</p> <ul style="list-style-type: none"> <li>Display its RSPO membership status: No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. The CH only stated "In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received our first RSPO certification for our estate in 2010."</li> <li>Display the RSPO web address: Not in direct manner. PT. Inti Indosawit Subur (with the brand Asian Agri), made a link to RSPO website.</li> <li>State the member supports the work of the RSPO: Not in direct manner. In the website, PT. Inti Indosawit Subur (with the brand Asian Agri), "In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received our first RSPO certification for our estate in 2010."</li> <li>State the member's history with regards to the RSPO: Not in direct manner. In the website, In the website, PT. Inti Indosawit Subur (with the brand Asian Agri), "In 2006, became a member of the Roundtable of Sustainable Palm Oil. We received our first RSPO certification for our estate in 2010, and in 2012, the certification for our smallholder scheme."</li> <li>Use of RSPO Trademark to promote its membership of the RSPO: No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not use RSPO trademark in its corporate communication such in website.</li> </ul>	Yes
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status.	Yes

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	membership by itself implies the selling of RSPO-certified oil palm products.	It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	No, PT. Inti Indosawit Subur (with the brand Asian Agri), did not display its RSPO membership status. It is clear that the statement are clear and did not mislead consumers or other stakeholders as to the certified content of oil palm products in the PT. Inti Indosawit Subur – Buatan II POM own products.	Yes
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No, PT. Inti Indosawit Subur (with the brand Asian Agri) did not display its RSPO Corporate Logo in any document.	Yes
<b>Business to business communications</b>			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	There was no use of RSPO trademark and/or RSPO corporate logo in business to business communication related to RSPO certified product; between PT. Inti Indosawit Subur – Buatan II POM and their buyers.	Yes
5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	When confirming the sale of certified oil palm products, PT. Inti Indosawit Subur – Buatan II POM followed the requirements of the RSPO SCCS. PT. Inti Indosawit Subur – Buatan II POM stating the supply chain model and certificate number under which the claim is being made.	Yes
5.3	Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options: <ul style="list-style-type: none"> <li>If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that</li> </ul>	PT. Inti Indosawit Subur – Buatan II POM is not a distributor and/or wholesaler. Not applicable.	N/A

	<p>the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <ul style="list-style-type: none"> <li>• If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</li> </ul>		
5.4	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	<p>PT. Inti Indosawit Subur – Buatan II POM does not producing or selling end-product to consumer. No labelling on product whatsoever.          Not applicable.</p>	N/A
<b>Business to consumer communication</b>			
6.1	<p>Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.</p>	<p>PT. Inti Indosawit Subur – Buatan II POM is not using product-specific claims in its CSPKO product. PT. Inti Indosawit Subur – uatan I POM is producing and selling CSPO and CSPK; and not making a business to consumer communication.          Not applicable.</p>	N/A
6.2	<p>Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.</p>	<p>PT. Inti Indosawit Subur – Buatan II POM is not using RSPO trademark and/or RSPO label. PT. Inti Indosawit Subur – Buatan II POM is producing and selling CSPO and CSPK; and not making a business to consumer communication.          Not applicable.</p>	N/A
6.3	<p>When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.</p>	<p>PT. Inti Indosawit Subur – Buatan II POM is not using RSPO-certified on-pack claim. PT. Inti Indosawit Subur – Buatan II POM is producing and selling CSPO and CSPK; and not making a business to consumer</p>	N/A

		communication. Not applicable.	
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	PT. Inti Indosawit Subur – Buatan II POM is not making any claim related to their RSPO membership status. PT. Inti Indosawit Subur – Buatan II POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable.	N/A
6.5	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	PT. Inti Indosawit Subur – Buatan II POM is not making any information about their supplier's RSPO membership status. PT. Inti Indosawit Subur – Buatan II POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable.	N/A
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	PT. Inti Indosawit Subur – Buatan II POM is not using RSPO trademark and/or RSPO label. Not applicable.	N/A
6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	PT. Inti Indosawit Subur – Buatan II POM is not using RSPO trademark and/or RSPO label. Not applicable.	N/A
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of	PT. Inti Indosawit Subur – Buatan II POM is retailers or food service company. Not applicable.	N/A

	these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org.		
<b>5.12. Complaints</b>			
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	In the case of any complaint, the mill provided procedure AA-GL-5.08-R1 related to information request from any stakeholders to resolving stakeholder complaints. Based on document review, there was no complaint from stakeholder related to RSPO Supply Chain in PT. Inti Indosawit Subur – Buatan II POM. During this 12 months period (up to ASA1_4), there has been no complaint related RSPO Supply Chain Certification requirements.	Yes
<b>5.13. Management Review</b>			
5.13.1	The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken.	PT. Inti Indosawit Subur - Buatan II POM has Standard Operating Procedures for Internal Audit and Management Review (AA-SOP-ES-6001-R1). The management review planned once a year at minimum, considering the critical area.  The Standard Operating Procedures of Traceability (AA-MPM-OP-1400.17.R6) dated 1 Sept 2017 has also regulates the internal audit by Sustainability Internal Audit Manager, that planned 2 times in a year at minimum.  The latest management review carried out on 11 May 2019.	Yes
5.13.2	The input to management review shall include information on: <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> </ul>	The latest Internal audit carried out on 29-30 April 2019 by Mr. Hendryk Simanjuntak, against RSPO SCCS 2017 – RSPO General Chain of Custody requirements and Module E: Mass Balance. The organization shows issues discussed during management review and attendance list, dated 11 May 2019. The management review inputs include information on:	Yes

	<ul style="list-style-type: none"> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>	<ul style="list-style-type: none"> <li>• The result of audits: based on result from internal audit on 29-30 April 2019 – finding related to transporter contract;</li> <li>• Customer feedback – feedback from customer found for kernel quality, dirt &gt;7%; correction improve kernel processing; corrective action monitors kernel production;</li> <li>• Process performance and product conformity – FFA from company-owned estate &gt;3%; correction FFB grading; corrective action through monitoring;</li> <li>• Status of corrective and preventive action – followed up internal audit;</li> <li>• Changes that could affect the management system – no changes;</li> <li>• and Recommendation for improvement – no changes.</li> </ul> <p>Management review was attended by key personnel involved in implementation of RSPO Supply Chain certification Standard. Minute of management review meeting and attendance list (Norton – Buatan II POM/KCP Manager; Victor H Sitorus – Assisstant; Firman Siregar – Mill Head Assisstant) were available.</p>	
5.13.3	<p>The output from the management review shall include any decisions and actions related to:</p> <ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes.</li> <li>• Resource needs.</li> </ul>	<p>PT. Inti Indosawit Subur - Buatan II POM has conducted management review dated 11 May 2019.</p> <p>The management review output indicates decision and actions related to:</p> <ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes: progress training and understanding, improved internal audit result, to follow up VE visit;</li> <li>• Resource needs: improve knowledge on traceability.</li> </ul> <p>The organization will optimize the existing resources to achieve all indicators of performance defined. According to the minutes of management review meeting, it was noted that output of review has not required additional resources.</p>	Yes



**Appendix E: CPO Mill Supply Chain Assessment Report (Module *E* - CPO Mills: *Mass Balance*)**

<b>E.1 Definition</b>			
	<b>Requirement</b>	<b>Evidence</b> For any N/A raised, justification is required.	<b>Compliance</b> (Yes / No or N/A)
E.1.1	Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.	PT. Inti Indosawit Subur – Buatan II POM holds current RSPO P&C Certificate No. RSPO 638947. In the current certificate, PT. Inti Indosawit Subur – Buatan II POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Simpang Perak Estate) and Scheme Smallholder (Buatan Plasma). The other supply base, were come from third party suppliers as non-certified FFB source.	Yes
<b>E.2 Explanation</b>			
E.2.1	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products must be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.	The estimated tonnage of CPO and PK products that could potentially be produced by PT. Inti Indosawit Subur – Buatan II POM have been recorded by the BSI in the public summary of the P&C certification report. For period August 2019 – July 2020: FFB: 116,240 MT CPO: 25,573MT OER: 22 % PK: 6,393 MT KER: 5.5 % Waiting for pre-audit information	Yes
E.2.2	The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).	PT. Inti Indosawit Subur – Buatan II POM has met registration and reporting requirement as it has been registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO1000000382.	Yes
<b>E.3 Documented procedures</b>			

<p>E.3.1</p>	<p>The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</p>	<p>PT. Inti Indosawit Subur – Buatan II POM can demonstrate procedures as follow:</p> <ul style="list-style-type: none"> <li>• Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017. The procedures cover traceability of CPO and PK, since FFB receiving from Simpang Perak Estate and Smallholder, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years.</li> <li>• Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction.</li> <li>• SOP for mill operation Mill Policy Manual:             <ul style="list-style-type: none"> <li>- SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station;</li> <li>- SOP AA-SOP-OP-101.5-R0 Grading;</li> <li>- SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer;</li> <li>- SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation;</li> <li>- SOP AA-MPM-OP-1400.05-R1 Stasiun Pengadukan dan Pengempaan for pressing station;</li> <li>- SOP AA-MPM-OP-1400.06-R1 Stasiun Pemurnian for clarification;</li> <li>- SOP AA-MPM-OP-1400.07-R1 Stasiun Pemisahan Nut dan Fiber for nut and fiber separation;</li> <li>- SOP AA-MPM-OP-1400.08-R1 Stasiun Kernel for kernel station;</li> <li>- SOP AA-MPM-OP-1400.09-R1 Stasiun Boiler;</li> <li>- SOP AA-MPM-OP-1400.10-R1 Stasiun Engine Room;</li> <li>- SOP AA-MPM-OP-1400.11-R1 Stasiun Water Treatment;</li> <li>- SOP AA-MPM-OP-1400.12-R1 Laboratorium;</li> <li>- SOP AA-MPM-OP-1400.13-R1 Stasiun Pengelolaan Limbah for palm oil</li> </ul> </li> </ul>	<p>Yes</p>
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		<p>mill effluent treatment;</p> <ul style="list-style-type: none"> <li>- SOP AA-MPM-OP-1400.14-R2 Stasiun Penimbunan dan Pengiriman CPO dan Kernel for CPO and PK bulking and despatch operation;</li> <li>- SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance;</li> <li>- SOP AA-MPM-OP-1400.18-R4 Book Keeping</li> <li>- AA-MPM-OP-1400.17-R6 Traceability.</li> </ul>	
	b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.	As per Procedure of Traceability (AA-MPM-OP-1400.17-R6), the responsible person in charge to the supply chain system is Mill Manager. Mr. Norton is the Buatan II POM Manager. During audit, the mill manager is able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for palm oil mill.	Yes
E.3.2	The site shall have documented procedures for receiving and processing certifies an non-certified FFBS.	The Mill has had documented procedures for receiving and processing of Certified and Non-certified FFBS in form of SOP AA-MPM-OP-1400.17-R6 "Traceability" and SOP for FFB Receiving Station (AA-MPM-OP-1400.02-R2). The Mill uses RSPO Supply Chain model Mass Balance, therefore does not required to separated receiving and processing of certified and non-certified FFB.	Yes
<b>E.4 Purchasing and goods in</b>			
E.4.1	The site shall verify and document the volumes of certified and non-certified FFBS received.	<p>Records and report verified are as follows:</p> <ul style="list-style-type: none"> <li>• Daily Production Report - "Laporan Harian Pabrik", dated 28 February 2019: Total initial FFB stock 261,020 kg; FFB from company-owned estate 154,610 kg; FFB from KKPA 48,160 kg; FFB from scheme smallholder 312,893 kg; FFB from kemitraan 0 kg; FFB from Third party supplier 210,489 kg; Total received FFB certified 531,480 kg; Total received FFB non-certified 210,489 kg;</li> <li>• Total FFB processed 721,529 kg; FFB certified fom company-owned estate processed 146,086 kg; FFB certified from KKPA processed 58,328 kg; FFB certified from scheme smallholder processed 344,686 kg; FFB non-certified processed 165,124 kg; Processing hour 12.5 hours; throughput 60.28 ton/hour;</li> </ul>	Yes

		<ul style="list-style-type: none"> <li>Total CPO production 141,280 kg; CPO certified production 108,008 kg; OER FFB certified from company-owned plantation 20.54%; CPO non-certified production 33,272 kg; OER FFB non-certified 19.22%; CPO quality FFA 3.00%, CPO dirt 0.025%.</li> <li>Total PK production 38,620 kg; PK certified production 29,392 kg; OER PK certified 5.35%; PK non-certified production 9,228 kg; OER PK non-certified 5.35%.</li> </ul>	
E.4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.	Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction. During this period of annual surveillance audit, there is no overproduction happened.	Yes
<b>E.5 Record keeping</b>			
E.5.1	a. The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis by RSPO.	<p>PT. Inti Indosawit Subur – Buatan II POM maintain book keeping on 3-monthly basis. Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year.</p> <p>FFB deliveries:</p> <ul style="list-style-type: none"> <li>FFB delivery note: "Surat Pengantar TBS KUD Mitra Usaha, KT82 Sumber Rezeki No.14220", dated 2 July 2019. Vehicle code BM8092SG, driver Okip, carrying 404 bunches, planting year 1990/1991.</li> <li>Weighbridge ticket "Tiket Timbangan No.PBDA219107219" dated 3 July 2019, for 424 FFB bunches, nett weight 9,994 kg, FFB source from KT82 Sumber Rezeki, vehicle BM8092SG, RSPO certificate No.RSPO636947.</li> <li>FFB delivery note "Surat Pengantar TBS Plasma KUD Delima Sakti/KKPA", dated 3 July 2019. Vehicle code BM9213CI, driver Sutrisno, carrying 346 bunches from block C03b and G01h.</li> <li>Weighbridge ticket "Tiket Timbangan No.PBDA119107191" dated 3 July 2019, for 346 FFB bunches, nett weight 3,700 kg, FFB source from Kebun KKPA, block G03b planting year 2003 – G01h planting year 2001;</li> </ul>	Yes

		<p>vehicle BM9213CI, RSPO certificate No.RSPO636947.</p> <p>Estate:</p> <ul style="list-style-type: none"> <li>• Form "Mutu Buah Inti PMKS", dated 3 July 2019, block B91b, vehicle BM9913TB, driver Ogot, 205 bunches FFB, sortation result: unripe 1 (0.04%), ripe 202 bunches (98.54%), empty bunches 2 bunches (0.0097%) – total 205 bunches.</li> <li>• Weighbridge ticket "Tiket Timbangan No.PBDA119107234" dated 3 July 2019, for 205 FFB bunches, nett weight 4,460 kg, FFB source from Simpang Perak Estate, block B91b, planting year 1991 vehicle BM9913TB, RSPO certificate No.RSPO636947.</li> </ul>	
	b. All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated	<p>Conversion rate is only applied to provide reliable estimation of CPO and PK produced for annual budget. The management of PT. Inti Indosawit Subur – Buatan II POM has mechanism and knowledge that all volumes of CPO and PK delivered are deducted from the material accounting system.</p>	Yes
	c. The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a site is allowed to sell short. (i.e. product can be sold before it is in stock.) For further details refer to Module C.	<p>PT. Inti Indosawit Subur – Buatan II POM only deliver certified CPO and PK sales from a positive stock. The volume of certified CPO and PK are deducted on three-monthly basis. Audit team verified there was no shortselling and/or negative stock more than three-monthly period.</p>	Yes

**Supply Chain Declaration**

<b>A. Monthly Records of Certified and Uncertified FFB Received since the last audit</b>				
<b>No.</b>	<b>Month - Year</b>	<b>Volume of FFB from certified supply bases (mt)</b>	<b>Volume of FFB from uncertified supply bases (mt)</b>	<b>Total FFB/Month (mt)</b>
1	August 2018	19,462	14,955	34,417
2	September 2018	20,370	13,569	33,939
3	October 2018	20,775	13,116	33,891
4	November 2018	21,004	6,748	27,751
5	December 2018	20,123	6,899	27,022
6	January 2019	17,430	6,473	23,903
7	February 2019	16,472	5,303	21,774
8	March 2019	15,775	4,278	20,053
9	April 2019	16,464	6,542	23,006
10	May 2019	18,064	4,814	22,877
11	June 2019	17,116	3,326	20,442
12	July 2019	18,009	8,079	26,088
<b>Total</b>		<b>221,064</b>	<b>94,100</b>	<b>315,163</b>
<b>Note:</b>				

<b>B. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
<b>No.</b>	<b>Month - Year</b>	<b>Certified CPO (mt)</b>	<b>Certified PK (mt)</b>
1	August 2018	3,771	993
2	September 2018	3,956	1,048
3	October 2018	3,878	1,056
4	November 2018	3,913	992
5	December 2018	3,842	1,063
6	January 2019	3,322	915
7	February 2019	3,196	867
8	March 2019	3,061	844
9	April 2019	3,118	859
10	May 2019	3,446	960
11	June 2019	3,235	905
12	July 2019	3,408	953
<b>Total</b>		<b>42,147</b>	<b>11,453</b>
<b>Note:</b>			

<b>C. Records of Certified CPO &amp; PK Sold under PalmTrace to Buyers since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>Palmtrace Trading License Number</b>	<b>Certified CPO Sold (mt)</b>	<b>Certified PK Sold (mt)</b>
1.Jul 2018	PT. Inti Indosawit Subur - Buatan I KCP	TR-83384b49-1e39		376.08
	PT. Inti Indosawit Subur - Buatan I KCP	TR-07896ebb-68e3		768.24
	PT. Inti Indosawit Subur - Buatan I KCP	TR-232ba0d0-99db		740.07

2.Aug 2018	PT. Sari Dumai Sejati	TR-0d8bba7d-33b0	229.12	
3.Sep 2018	PT. Inti Indosawit Subur - Buatan I KCP	TR-b74e6e3b-ab75		204.09
	PT. Inti Indosawit Subur - Buatan I KCP	TR-2855dd0a-3063		863.24
	Wilmar Trading Pte Ltd	TR-1c71f587-c449	1522.44	
	Kualau Lumpur Kepong Berhad/KLK Oleo	TR-a83381d1-59b8	750	
	PT. Inti Indosawit Subur - Buatan I KCP	TR-92a7c1d7-d739		208.24
	PT. Inti Indosawit Subur - Buatan I KCP	TR-5e8a2b7b-2211		191.00
	PT. Inti Indosawit Subur - Buatan I KCP	TR-712c02be-bb66		536.12
4.Oct 2018	PT. Sari Dumai Sejati	TR-99e150f1-9558	500	
	PT. Sari Dumai Sejati	TR-32fb7ac3-dd1a	36.27	
	PT. Inti Indosawit Subur - Buatan I KCP	TR-f4e022a9-362d		189.36
	PT. Inti Indosawit Subur - Buatan I KCP	TR-782a7afe-13c5		702.18
6.Dec 2018	PT. Inti Indosawit Subur - Buatan I KCP	TR-a997084f-d84e		891.67
	PT. Inti Indosawit Subur - Buatan I KCP	TR-f1298ac0-7e40		940.29
7.Jan 2019	PT. Inti Indosawit Subur - Buatan I KCP	TR-008cee04-9819		812.69
8.Feb 2019	PT. Inti Indosawit Subur - Buatan I KCP	TR-9a057c82-ff51		1082.66
9.Mar 2019	PT. Inti Indosawit Subur - Buatan I KCP	TR-2beeb7d9-f032		678.64
11. May 2019	PT. Inti Indosawit Subur - Buatan I KCP	TR-affffa23-90f9		958.90
12. Jun 2019	PT. Inti Indosawit Subur - Buatan I KCP	TR-6f792409-c154		668,91
			3037.83	10812.40
<b>Note:</b>				

**D. Records of CPO & PK Sold under other schemes to Buyers since the last audit (if any)**

No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
1.Jul 2018	Classified	ISCC	3,250	-
2.Aug 2018	Classified	ISCC	2,300	-
3.Sep 2018	Classified	ISCC	4,000	-
4.Oct 2018	Classified	ISCC	2,500	-
5.Nov 2018	Classified	ISCC	4,250	-

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6.Dec 2018	Classified	ISCC	2,500	-
7.Jan 2019	Classified	ISCC	2,250	-
8.Feb 2019	Classified	ISCC	3,500	-
9.Mar 2019	Classified	ISCC	2,600	-
10.Apr 2019	Classified	ISCC	3,500	-
11. May 2019	Classified	ISCC	2,750	-
12. Jun 2019	Classified	ISCC	750	-
			34,150	-

**Note:**

**E. Records of CPO & PK Sold as conventional to Buyers since the last audit (if any)**

No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1.Jul 2018	Nil		
2.Aug 2018	Nil		
3.Sep 2018	Nil		
4.Oct 2018	Nil		
5.Nov 2018	Nil		
6.Dec 2018	Nil		
7.Jan 2019	Nil		
8.Feb 2019	Nil		
9.Mar 2019	Nil		
10.Apr 2019	Nil		
11. May 2019	Nil		
12. Jun 2019	Nil		

**Note:**

**F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)**

No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
NIL			

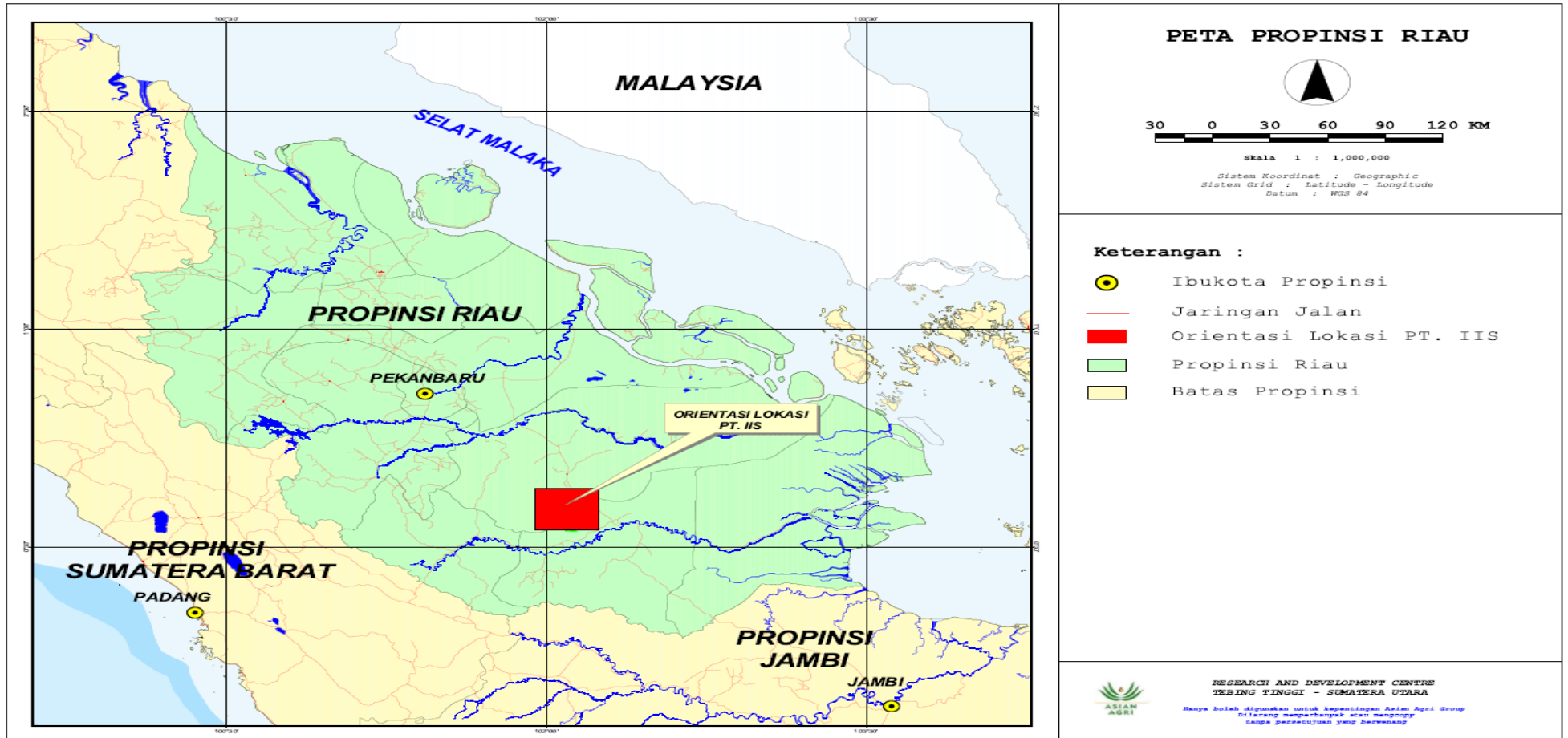
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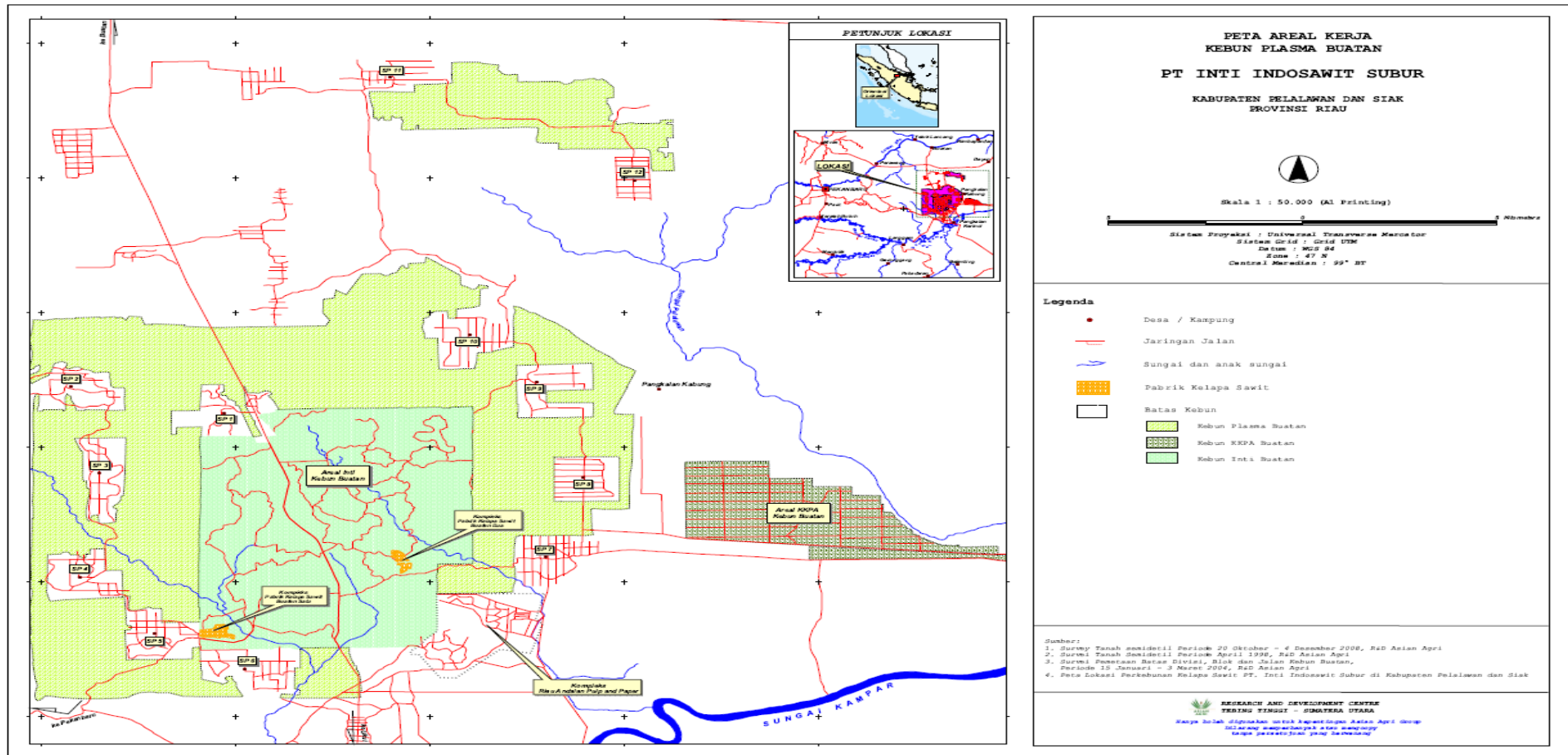
**Appendix F: Location Map of Certification Unit and Supply bases**



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**Appendix G: Estate Field Map**



**Appendix H: List of Smallholder Sampled**

Name of scheme smalholder member	Block	Kavling	Area (Ha)	Land Owner Certificate
<b>KUD Mitra Usaha SP-10 (Buatan Baru Village)</b>				
H.R. Pardede / Mukhanan	79	2765	2	915 / 1994
Samen / Sumardi	79	2827	2	873 / 1994
Gimun	79	2760	2	928 / 1994
Nyamin	81	2743	2	1063 / 1994
Darsin / Mutimin	81	2806	2	1084 / 1994
Daman Huri / Mukamdi	84	2924	2	1053 / 1994
Musaeri	84	2905	2	1055 / 1994
Dalim Darmadi	87	2891	2	982 / 1994
Nasoka Mono	87	2886	2	989 / 1994
Suntoro	87	2887	2	987 / 1994
Abdul Basir	153	3412	2	1181 / 1995
Kuseri / Pawito	153	3462	2	1168 / 1995
Agus Al Asmad / Jaslan	155	3314	2	1302 / 1995
Masmidi / Sudarno	155	3353	2	1317 / 1995
Bambang / Wiyadi	159	3130	2	1355 / 1995
Madkasroni / Kanti Prasetyo	159	3124	2	1367 / 1995
<b>KUD Tani Rukun SP-7 (Simpang Perak Jaya Village)</b>				
Paijo / Salim	119	4560	2	28 / 1995
Sukarjo / Sumarno	119	4600	2	47 / 1995
Madi / H. Mulyadi	121	4520	2	93 / 1995
Karsiman / Musori	121	4523	2	67 / 1995
Daut / Sugiyo	121	4518	2	678 / 1995
Yishari / Wartim	122	4505	2	107 / 1995
Waldi Bin Sukardi	122	4529	2	113 / 1995
Wito Bin Narto / Sudar	124	4401	2	810 / 1995
Monang Hutasoit	124	4360	2	667 / 1995
Imam Gajali / Winarto	203	4267	2	1006 / 1996
Ruslan / Aritonang	203	4236	2	1023 / 1995
Sarkum / T. Ginting	208	4177	2	1141 / 1998
Raswin / Surdi	208	4184	2	1140 / 1998
Warsito / Suyadi Prayitno	209	4669	2	1153 / 1998
Pasrin / Soderi Sudio	209	4674	2	1162 / 1998
Sutaryo	212	4008	2	1217 / 1998
Yono / Ratna	212	4016	2	1208 / 1998
<b>KUD Delima Sakti (KKPA), Lalang Kabung Village</b>				

Name of scheme smalholder member	Block	Kavling	Area (Ha)	Land Owner Certificate
Rina Fauzana, SH.			1,943	05205 / 2008
Topik Hidayat Putra			1,925	5206 / 2008
Zully Qwinta Dewi			1,915	5207 / 2008
Dwi Wibowo, SH.			1,912	5208 / 2008
Jamaludin Murlin			1,906	5209 / 2008
Roehani			1,892	5210 / 2008
Enoki Ramon			1,897	5211 / 2008
Arison Muranda, SH.			1,924	5212 / 2008
Yessika Ayurisma			1,922	5213 / 2008
Aznaeni Sutrisno			1,972	5214 / 2008
Wan Syafitri			1,965	5215 / 2008
Arik Krisnawati			1,921	5216 / 2008
<b>KUD Bina Mulya SP 12 (Suka Mulia Village)</b>				
Mulkan Yaha / Lahan	197	5043	2	7850 / 1998
Muhzaini / Arif	197	5044	2	7838 / 1998
Budi / Toro	197	5045	2	8215 / 1998
Atang Hidayat / Pramono	198	5070	2	7866 / 1998
Maulana / Solikin	198	5052	2	7853 / 1998
Slamet Hadiwiyono / Hadiwiyono	200	5353	2	3139 / 1998
Suharno / Eka Surya	200	5367	2	7919 / 1998
Hariyanto / Harinurdin	201	5375	2	7940 / 1998
Mulyadi / Sujono	201	5458	2	7932 / 1998
Ali Jaman / Danil Wendi	219	5172	2	8052 / 1998
Pariman / Sukar	219	5209	2	7837 / 1998
M. Yusuf / Ismed	222	4809	2	7846 / 1998
Yudiwansyah / Warsun	222	4934	2	8133 / 1998
Nasri / Hasan	223	5055	2	8164 / 1998
Darmandi / Suradi	223	5057	2	8153 / 1998
Basuki	224	5206	2	8170 / 1998
Bsambang Setyo / Wardi	224	5309	2	8184 / 1998

## Appendix I: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel 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
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MB	Mass Balance
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
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure