

**RSPO PRINCIPLE AND CRITERIA –
ANNUAL SURVEILLANCE ASSESSMENT (ASA-1.2)
Public Summary Report**

Client Company name (Parent Company): PT. INTI INDOSAWIT SUBUR (PT. INTI INDOSAWIT SUBUR)
Client company Address: <u>Jl. M.H Thamrin No. 31, Jakarta 10230, Indonesia</u>
Certification Unit: UKUI-2 Palm Oil Mill and its supply base
Location of Certification Unit: Village of Ukui, Sub-District of Ukui, Pelalawan Regency, Riau Province, Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Membership Approval Date	6th February 2006
Parent Company Name	PT. Inti Indosawit Subur		
Address	Head Office: Jl. MH. Thamrin No.31 Jakarta 10230, Indonesia		
Subsidiary (Certification Unit Name)	PT. Inti Indosawit Subur – Ukui 2 POM		
Address	Village of Ukui, Sub-District of Ukui, Pelalawan Regency, Riau Province, Indonesia		
Contact Name	Mr. Ivan Novrizaldie		
Website	www.asianagri.co.id	E-mail	ivan_novrizaldie@asianagri.com
Telephone	+62 21 230 1119	Facsimile	+62 21 230 1120

2. Certification Information			
Certificate Number	RSPO 565807	Date of First Certification	1 March 2011
		Certificate Start Date	1 March 2016
		Certificate Expiry Date	28 February 2021
Scope of Certification	Production of CPO an PK at Ukui I Palm Oil and FFB supplied from two (2) estate: Soga Estate and Ukui Estate (Division V) and six (6) cooperatives of scheme smallholder. Mill capacity 60 tonnes FFB/hour.		
Applicable Standards	RSPO P&C Indonesia National Interpretation 2016; RSPO Supply Chain Certification Standard 2014 Module D – CPO Mills: Identity Preserve		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2015	SGS	10 June 2020
EU-ISCC-Cert-DE100-20432018	ISCC (Ukui II POM)	SGS	3rd February 2018 - 2nd February 2019

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4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates (Note for Auditors: Deg °, Minutes ', Seconds " ; The format must be two decimal points) (Eg. 3° 51' 14.01" N)	
		Latitude	Longitude
Ukui-2 POM	Ukui village, Ukui Sub-District, Pelalawan Regency, Riau Province	00° 16' 39.51" S	102° 07' 3.99" E
Soga Estate	Ukui village, Ukui Sub-District, Pelalawan Regency, Riau Province	00° 16' 37" S	102° 07' 01" E
Ukui Estate Div. 5	Ukui village, Ukui Sub-District, Pelalawan Regency, Riau Province	00° 13' 34" S	102° 05' 33" E
KUD Tani Subur (390 smallholders)	Sei Beberas Hilir village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 23' 09.5" S	102° 07' 52.8" E
KUD Karya Tani (367 smallholders)	Sei Beras Beras village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 23' 14.8" S	102° 04' 58.7" E
KUD Mekar Abadi (287 smallholders)	Tasik Juang village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 22' 37.3" S	102° 05' 01.0" E
KUD Trani Maju (481 smallholders)	Pontian Mekar village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 20' 35.3" S	102° 05' 03.3" E
KUD Tani Bahagia (683 smallholders)	Kulim Jaya village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 22' 50.1" S	102° 07' 31.0" E
KUD Usaha Tani (646 smallholders)	Air Putih village, Lubuk Batu Jaya Sub-District, Indragiri Hulu Regency, Riau Province	00° 18' 15.6" S	102° 07' 30.5" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV* (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Soga Estate	5,129	92.29	42.71	5,264	97.44
Ukui Estate (Div. V)	876	-	12	888	98.65
Sub-Total A	6,005	92.29	54.71	6,152	
KUD Tani Subur	780	-	-	780	100

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(390 smallholders)					
KUD Karya Tani (367 smallholders)	734	-	-	734	100
KUD Mekar Abadi (287 smallholders)	574	-	-	574	100
KUD Trani Maju (481 smallholders)	962	-	-	962	100
KUD Tani Bahagia (683 smallholders)	1,366	-	-	1,366	100
KUD Usaha Tani (646 smallholders)	1,292	-	-	1,292	100
Sub-Total B	5,708	-	-	5,708	100
Total	11,713	92.29	54.71	11,860	100

* HCV area in Div. V Ukui Estate are include in total HCV for Ukui Estate (116.16 Ha) under scope Ukui-1 POM.

6. Plantings & Cycle							
Estate	Age (Years)					Mature**	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Soga Estate	292	10	2,440	291	2,096	4,837	292
Ukui Estate (Div. V)	92	-	318	-	466	784	92
Sub-Total A	384	10	2,758	291	2,562	5,621	384
KUD Tani Subur (390 smallholders)	-	-	-	44	736	780	-
KUD Karya Tani (367 smallholders)	-	-	-	-	734	734	-
KUD Mekar Abadi (287 smallholders)	-	-	-	130	444	574	-
KUD Trani Maju (481 smallholders)	-	-	-	84	878	962	-
KUD Tani Bahagia (683 smallholders)	-	-	-	-	1,366	1,366	-
KUD Usaha Tani (646 smallholders)	-	-	-	-	1,292	1,292	-
Sub-Total B	-	-	-	258	5,450	5,708	-
Total (ha)	384	10	2,758	549	8,012	11,329	384

Note: Area Statement Nov 2018

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7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (<i>1Mar2018-28Feb2019</i>)	Actual (<i>Dec2017 – Nov2018</i>)	Forecast (<i>1Mar2019-28Feb2020</i>)
Soga Estate	129,588	126,996.24	120,646
Ukui Estate (Div. V)	19,139	18,756	17,818
KUD Tani Subur (390 smallholders)	17,014	17,235.51	15,844
KUD Karya Tani (367 smallholders)	15,659	16,006.92	15,832
KUD Mekar Abadi (287 smallholders)	11,649	12,372.50	12,296
KUD Trani Maju (481 smallholders)	21,029	20,875.28	19,970
KUD Tani Bahagia (683 smallholders)	31,422	30,782.78	29,722
KUD Usaha Tani (646 smallholders)	30,671	30,102.08	26,496
Total	276,171	273,127.31	258,624
Note:			

8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *			
Estate	Tonnage / year		
	Estimated (<i>1Mar2018-28Feb2019</i>)	Actual (<i>Dec2017 – Nov2018</i>)	Forecast (<i>1Mar2019-28Feb2020</i>)
Nil	N/A	Nil	N/A
Total			
Note:			

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9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable			
Independent FFB Supplier	Tonnage / year		
	Estimated (<i>1Mar2018-28Feb2019</i>)	Actual (<i>Dec2017 – Nov2018</i>)	Forecast (<i>1Mar2019-28Feb2020</i>)
Nil	Nil	Nil	Nil
Total			
Note:			

10. Certified Tonnage			
Mill Capacity: 60 MT/hr	Estimated (<i>1Mar2018-28Feb2019</i>)	Actual (<i>Dec2017 – Nov2018</i>)	Forecast (<i>1Mar2019-28Feb2020</i>)
	SCC Model: IP	FFB	FFB
276,171		273,127.31	258,624
CPO (OER: 21.51 %)		CPO (OER: 21.09 %)	CPO (OER: 21.50 %)
	59,395	57,602.60	55,604.33
	PK (KER: 5.35 %)	PK (KER: 5.49 %)	PK (KER: 5.50 %)
	14,775	14,994.70	14,224.36
Note:			

11. Actual Sold Volume (CPO)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	42,800.73	12,880.16	-	-	55,680.89

12. Actual Sold Volume (PK)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	12,711.03	-	-	-	12,711.03

13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSP0	-	-
IS-CSPK0	-	-

IS-CSPKE	-	-
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Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: ASI-ACC-067)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Tel +603 2242 4211 Fax +603 2242 4218
Nicholas Cheong: Nicholas.Cheong@bsigroup.com
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 2nd annual surveillance assessment was conducted from **18-21 December 2018**. 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 **11-12 February 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 2013 (*RSPO P&C Indonesia National Interpretation 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.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the 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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (2016) (Re- Certification)	Year 2 (2017) (ASA 1.1)	Year 3 (2018)* (ASA 1.2)	Year 4 (2019) (ASA 1.3)	Year 5 (2020) (ASA 1.4)
Ukui-2 POM	X	X	X	X	X
Soga Estate	X	X	X	X	X
Ukui Estate (Division V)	X	X	X	X	X
KUD Tani Subur (390 smallholders)		X	X		
KUD Karya Tani (367 smallholders)		X	X		X
KUD Mekar Abadi (287 smallholders)		X		X	
KUD Trani Maju (481 smallholders)				X	X
KUD Tani Bahagia (683 smallholders)	X		X		

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KUD Usaha Tani (646 smallholders)	X			X	X
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**sample of smallholders taken in ASA-1.2 year 2018 is based on information raised from stakeholder consultation.*

Tentative Date of Next Visit: December 17, 2019 - December 21, 2019

Total No. of Mandays: 20 mandays in field

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Yudwi Wisnu Rahmanto (YW)	Team Leader	Bachelor of Forestry with majoring on Forest Silviculture. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification 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 9001:2015 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 the assessment he assigned to verify legal and land dispute aspects.
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 experience in auditing ISO 9001, ISPO, RSPO P&C and RSPO SCC with SAI Global since 2012 to 2017 as Lead Auditor and sometimes as Auditor. He joined BSI Group Indonesia in August 2017 as Auditor/Lead Auditor for ISO, ISPO, RSPO P&C and RSPO SCC (Client Manager/Tutor). 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 received refreshment training of RSPO P&C in May 2018 and RSPO SCC in March 2018. 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

		<p>RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery.</p> <p>During the assessment he assigned to verify best practice agronomy and mill aspects.</p>
Imam Fakhrurozi (IM)	Team Member	<p>Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta in 2011. He had 2 (two) years working experienced related to oil palm industries i.e. as a sustainability and HSE in oil palm Plantation Company in Indonesia. Several relevant Training he has completed include ISO 9001 and 14001 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed courses. 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 2016. During this assessment, he assessed on the OHS aspect and social insurance.</p> <p>During the assessment he assigned to verify Mill Supply chain aspects.</p>
Edi 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 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 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&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 transparency, social, labor and stakeholder consultation</p>
Mujinius 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 has 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 Environmental and HCV management.</p>
Pratama Sedayu A.	Team Member	<p>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</p>

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		aspects of OHS and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.
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Accompanying Persons: None

No.	Name	Role

2.3 Assessment Plan

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

Date	Time	Subjects	YWR	MJ	EP	EW	PS	IF
			PRSPOLA	PRSPOLA/PRSPO-OHS/EMS	PRSPO-SCC/OHS/EMS	PRSPO-T-OHS/EMS/SA	PRSPO-LA/EMS/OHS	PRSPO-TOHS/TEMS/TSA
Monday, 17/12/2018	10.20 – 12.05	Flight Jakarta – Pekanbaru (GA174) for Bpk. Pratama A. Sedayu					√	
	12.05 – 13.30	Lunch break					√	
	13.30 – 18.00	Traveling to PT IIS – Ukui 2 POM					√	
Tuesday, 18/12/2018	08.00 – 09.00	Opening meeting <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) Verification of Basic Information (Mill and supply bases) Review of previous assessment findings. 	√					
	09.00 –	Interview with Stakeholders (affected communities/villages)				√		

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	09.00 – 12.00	<p>Field visit to Soga Estate:</p> <ul style="list-style-type: none"> • 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) • Consultation with internal stakeholders (gender committee, labor union), local contractor (if any) <p>Field visit to Sei Lala Estate:</p> <ul style="list-style-type: none"> • 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) • Consultation with internal stakeholders (gender committee, labor union), local contractor (if any) • Workers welfare 			√			√
	12.00 – 14.00	Lunch Break	√	√	√	√	√	√

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Date	Time	Subjects	YWR	MJ	EP	EW	PS	IF
			PRSPOLLA	PRSPOLA/PRSPO-OHS/EMS	PRSPO-SCC/OHS/EMS	PRSPO-T-OHS/EMS/SA	PRSPOLA/EMS/OHS	PRSPO-TOHS/TEMS/TSA
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Visit (if necessary) Verification of field visit and completing checklist 	√	√	√	√	√	√
Wednesday 19/12/2018	08.00 – 12.00	<p>Field visit to Ukui-2 POM:</p> <ul style="list-style-type: none"> BMP for Mill Processing – site visit Supply Chain for CPO Mill (site visit) - FFB Receiving, Weighbridge, Dispatch CPO. 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 – <i>if any</i>) Consultation with internal stakeholders (gender committee, labor union), local contractor (if any) Consultation with external stakeholder – Tesso Nilo National Park (visit) at Pangkalan Kerinci. 			√			√
	12.00 – 14.00	Lunch Break	√	√	√	√	√	√
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Visit (if necessary) Verification of field visit and completing checklist 	√	√	√	√	√	√

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Date	Time	Subjects	YWR	MJ	EP	EW	PS	IF
			PRSPOLLA	PRSPOLA/PRSPO-OHS/EMS	PRSPOLSCC/OHS/EMS	PRSPOL-T OHS/EMS/SA	PRSPOLLA/EMS/OHS	PRSPOLTOHS/TEMS/TSA
Thursday, 20/12/2018	08.00 – 12.00	Field observation to: <ol style="list-style-type: none"> KUD Tani Subur (scheme Smallholders) – sample taken 19 smallholders plot KUD Tani Bahagia (scheme Smallholders) - sample taken 25 smallholders plot: Aspect to be observe: <ul style="list-style-type: none"> 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) Consultation with internal stakeholders (village head, cooperative management), local contractor (if any) 		√	√	√		
	12.00 – 14.00	Lunch Break	√	√	√	√	√	√
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Observation (if any) Verification of field visit and completing checklist 	√	√	√	√	√	√
				√	√	√	√	√

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Date	Time	Subjects	YWR	MJ	EP	EW	PS	IF
			PRSPOLA	PRSPOLA/ PRSPO-OHS/EMS	PRSPO-SCC/OH S/EMS	PRSPO-T OHS/EMS/SA	PRSPO-LA/EMS/OHS	PRSPO-TOHS/TEMS/TSA
Friday, 21/12/2018	08.00 – 11.00	<p>Field observation to KUD Karya Tani (scheme Smallholders):</p> <p>Aspect to be observe:</p> <ul style="list-style-type: none"> 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) Consultation with internal stakeholders (village head, cooperative management), local contractor (if any) <p>Sample taken: 19 smallholders plot</p>	√	√	√	√	√	√
	11.00 – 14.00	Lunch break	√	√	√	√	√	√
	14.00 – 16.00	• Report preparation	√	√	√	√	√	√
	16.00 – 17.00	<p>Closing Meeting</p> <ul style="list-style-type: none"> Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timelie of CAR's, Conclusion) Comments, Responses and Questions 	√	√	√	√	√	√
Saturday, 22/12/2018	06.00 – 10.00	Traveling to Pekanbaru	√	√	√	√	√	√
	13.00 – 14.50	Return flight Pekanbaru to Jakarta (GA177)	√	√	√	√	√	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- PT. Inti Indosawit Subur – Ukui 2 POM Multiple Management Units / Time Bound Plan
- RSPO P&C 2013 Generic
- RSPO Group Certification Standard 2016
- RSPO Supply Chain Certification Standard 2017
- RSPO P&C GA-NIWG 2017
- RSPO P&C INA-NIWG 2016
- RSPO P&C MY-NIWG 2014
- RSPO P&C PNG-NIWG 2017

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 – Asian Agri Group 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?	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	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 new acquisition.	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?	There is no changes from previous audit	Comply
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	No	Comply
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of	No	Comply

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the plan? If yes a Major non-compliance shall be raised		
Have there been any stakeholder comments?	Yes, stakeholder comment is presented within this report.	Comply
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau 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 st 2010 shall comply with the RSPO New Plantings Procedure.	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau 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 https://www.rspo.org/certification/remediation-and-compensation/racp-tracker . The progress on the Liabilities shall be verified and reported.	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau postponed to Re-Audit in year 2020. 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.	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	Based on Time Bound Plan revising in December 2018, Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau postponed to Re-Audit in year 2020. Status of RaCP and relevant issues are still in progress and waiting for RSPO feedback.	Comply

3.3 Progress of scheme smallholders and/or outgrowers (if applicable to this assessment)

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
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.	There is only two smallholders: Penarikan KKPA and Gunung Sahilan KKPA that not been certified within three years. It is due to Segati Mill not yet certified and still on progress for Land Use Change.	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 *Five (5)* Major & *Three (3)* Minor nonconformities raised. The *Ukui-2 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.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1722078-201812-M1	Clause & Category (Major / Minor)	4.7.2 MAJOR
Date Issued	21 December 2018	Due Date	20 March 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 February 2019
Statement of Nonconformity:	Risk analysis for Ukui II POM, Soga Estate and Scheme Smallholder was not consistent with procedure for risk assessment.		
Requirement Reference:	A documented risk assessment shall be available and its implementation shall be recorded.		

<p>Objective Evidence:</p>	<p>Consequence value 15 determined for one fatality; value 7 determined for serious injury causing permanent disability, value 3 determined for injury requires medical treatment; value 1 determined for injury requires first aid.</p> <p>Location: Loading ramp; Activity: Returning rejected FFB; Identified risk: Injury and head wound; Consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Sterilizer; Activity: FFB processing; Identified risk: Injury and head wound; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Threshing station; Activity: Operating distributing conveyor and replacing conveyor; Identified risk: Fatality; consequence value: 7 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Loading hopper; Activity: Cleaning scrap metal; Identified risk: Injury; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: BST; Activity: Cleaning dispatch floor; Identified risk: cough and respiratory infection; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>In Ukui II POM laboratory, there is a use of hexane as reagent (carcinogenic) however, these risk have not been taken into HIRADC consideration. Furthermore, during visit to laboratory, there was no PPE as per mandated from MSDS available.</p> <p>Similar error was found in HIRADC for smallholder:</p> <p>Location: Smallholder plantation; Activity: FFB cutting; Identified risk: fatality; Consequence value: 3 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Smallholder plantation; Activity: Fertilizer application; Identified risk: intoxication; consequence value: 4 (no such value) – not consistent; affecting the determination of alternative risk control.</p> <p>Soga Estate prepared HIRADC 2018. The risk analysis matrix was found not consistent with the current methodology. The risk analysis only taking into consideration frequency x consequences. In addition, the risk evaluation was not consistent.</p> <p>Location: Plantation; Activity: FFB and loose fruit loading; Identified risk: Injury and permanent disability; Consequence value: 5 (for fatality) – not consistent; affecting the determination of alternative risk control.</p>
<p>Corrections:</p>	<p>Revising on risk analysis document and hazard level according to applicable score as per risk assessment procedure.</p>
<p>Root Cause Analysis:</p>	<p>Responsible person who developed and arrangement of risk analysis document and safety officer at unit level not fully refer to risk level assessment procedure.</p>
<p>Corrective Actions:</p>	<p>Evaluate and update on risk analysis document once a year properly, if work related injuries is occurs. For risk level assessment will refer to score as describe in risk assessment procedure.</p>
<p>Assessment Conclusion:</p>	<p>Major NCR Close Out Visit Date: 13 February 2019</p>

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	<p>Evidence seen: Matrix of Consequences Value Catastrophe: death/fatality, big loss/totally process stop. Value: 100. Disaster: several death, big loss, partial process stop. Value: 40. Very serious: causing death, big loss. Value: 15. Serious: causing serious injury like permanent disability or lost part of the body. Value: 7. Casualty treatment: causing injuries and need medical treatment or absence to work. Value: 3. First aid treatment: near miss injuries. Value: 1.</p> <p>Hazard Identification & Risk Assessment and Control (HIRAC) Ukui-2 POM Year 2019. Revising and updated on 7 January 2019. Documented record sample to be verified: Location: Loading ramp; Activity: Returning rejected FFB; Identified risk: Injury and head wound; Consequence value: 3. Location: Sterilizer; Activity: FFB processing; Identified risk: Injury and head wound; consequence value: 3. Location: Threshing station; Activity: Operating distributing conveyor and replacing conveyor; Identified risk: Fatality; consequence value: 15. Location: Loading hopper; Activity: Cleaning scrap metal; Identified risk: Injury; consequence value: 3. Location: BST; Activity: Cleaning dispatch floor; Identified risk: cough and respiratory infection; consequence value: 3. Location: Laboratory; Activity: Oil analysis; Material Used: Chemical, Hexane; Identified risk: inhaled and exposed of Hexane; consequence value: 3. During field visit to Laboratory, PPE provided are gloves and masks. This PPE has been refer to MSDS and HIRAC for Mill.</p> <p>HIRAC for Soga Estate: Risk Analysis Program Soga Estate 2019, update on January 2019. The risk analysis matrix on current HIRAC is already considering completed methodology: Exposure x Frequencies x Consequences. Location: Plantation; Activity: FFB and loose fruit loading; Identified risk: Injury and permanent disability; Consequence value: 15.</p> <p>HIRAC for Smallholder: "Rencana Kesehatan dan Keselamatan Kerja 2019". Update 3 January 2019. Location: Smallholder plantation; Activity: FFB cutting; Identified risk: fatality; Consequence value: 15. Location: Smallholder plantation; Activity: Fertilizer applicaton; Identified risk: intoxication; consequence value: 3.</p> <p>According to the evidence provided and verification by direct interview, corrective action made is effectively implemented. Therefore, auditor concludes this Non-Conformity is Closed.</p>
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Nonconformity			
NCR Ref #	1722078-201812-M2	Clause & Category (Major / Minor)	3.2.ii)

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			General CoC requirements for the supply chain. MAJOR
Date Issued	21 December 2018	Due Date	20 March 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 February 2019
Statement of Nonconformity:	Result of internal audit that conducted on 26 September 2018 is not effective to ensuring implementation and maintaining the standard requirements within organisation.		
Requirement Reference:	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>ii) Effectively implements and maintains the standard requirements within its organization.</p> <p>Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct nonconformities shall be subject to management review at least annually. The organization must be able to maintain the internal audit records and reports.</p>		
Objective Evidence:	<p>PT Inti Indosawit Subur - Ukui 2 POM has choosing RSPO Supply Chain Module D - CPO Mills: Identity Preserved, however an internal audit that conducted on 26 September 2018 is not effective to ensuring implementation and maintaining the standard requirements within organisation, i.e:</p> <ul style="list-style-type: none"> - Requirement of general chain of custody requirements for the supply chain clauses: 5.4. Purchasing and goods in (reported not applicable) - Evidences recorded is PMKS Peranab for clauses 5.1.1, 5.1.2, 5.1.3 		
Corrections:	Refresh training and socialization regarding internal audit checklists that apply according to the scope of the audit.		
Root Cause Analysis:	Internal audit checklist have been separated in accordance guidance RSPO SCCS 2017 Module-C for KCP and Module E for Mill (MB), but because it is not well understood, there is an error in the implementation by the unit.		
Corrective Actions:	Ensuring Internal Audit procedures and Appendix 2 regarding the RSPO SCCS 2017 has been understood and well implemented by the designated PIC.		
Assessment Conclusion:	<p>Major NCR Close Out Visit Date: 13 February 2019 RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra upon 10 participants: Boyke R.P. Silitonga, Rentor P. Simanjuntak (Manager Ukui 2 POM), Syafrizal, Irwan Indra S (Sustainability Officer), Pirma Hutagaol (Manager Ukui I POM), Nila Sari, Herta Murniati (Weighbridge Operator Ukui I POM), Edy Syah (Production Bookkeeper Ukui I POM), Paul Sinaga (KTU Ukui I POM), Nurani Tambunan (Weighbridge operator Ukui 2 POM).</p> <p>Internal audit carried out by Syafrizal for Ukui 2 POM dated 8 January 2019. The information sampled for internal audit report have reflected the updated information from Ukui 2 POM. Sampled information: PalmTrace Ukui 2 POM is</p>		

	<p>RSPO_PO1000002491; CSPO transaction TR-bc2934f5-4193 for 2,499.88 MT CSPO to buyer PT. Sari Dumai Sejati dated 13 November 2018; Document B/L No.NOR-1805-NOV-701-705.</p> <p>According to the evidence provided and verification by direct interview, corrective action made is effectively implemented. Therefore, auditor concludes this Non-Conformity is Closed.</p>
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Nonconformity			
NCR Ref #	1722078-201812-M3	Clause & Category (Major / Minor)	5.8.2 General CoC requirements for the supply chain. MAJOR
Date Issued	21 December 2018	Due Date	20 March 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 February 2019
Statement of Nonconformity:	Personnel trained who assigned implementation of the supply chain are not well demonstrate during this surveillance assessment.		
Requirement Reference:	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.		
Objective Evidence:	Training for personnel who apply supply chain standard has been conducted on 22 September 2018 in Training Centre Asian Agri. However, effectiveness of training result are not well demonstrate during this assessment. In example: ineffectiveness of carrying out an internal audit; ineffective of input and output of management review.		
Corrections:	The training module is improved so that participants can better understand it by adding tests and question and answer sessions to assess the participants' understanding.		
Root Cause Analysis:	Lack of effective training results, because there is no pretest to determine the understanding of the training participants.		
Corrective Actions:	Conduct training on a regular basis (annually).		
Assessment Conclusion:	<p>Major NCR Close Out Visit</p> <p>Date: 13 February 2019</p> <p>Audit team sighted records: Pre-test prior to RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; Post-test after RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; The pre-test and post-test questionnaire including understanding on RSPO Supply Chain Certification Standard, revised June 2017 – clause 5.3 Internal audit and 5.13 Management Review.</p> <p>Training evaluation form upon RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra – result sufficient.</p> <p>PT. Inti Indosawit Subur – Ukui 2 POM have prepared a training program to staff, who is involved in RSPO Supply Chain Certification Standard</p>		

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	<p>implementation. As per training program, "Program Pelatihan Environmental & Sustainability Tahun 2019 PT. Inti Indosawit Subur Ukui Dua". Refresh training and traceability programmed for October 2019; Refresh Training RSPO SCCS planned for September 2019.</p> <p>According to the evidence provided and verification by direct interview, corrective action made is effectively implemented. Therefore, auditor concludes this Non-Conformity is Closed.</p>
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Nonconformity			
NCR Ref #	1722078-201812-M4	Clause & Category (Major / Minor)	5.13.2 General CoC requirements for the supply chain. MAJOR
Date Issued	21 December 2018	Due Date	20 March 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 February 2019
Statement of Nonconformity:	Input to management review was inadequate.		
Requirement Reference:	<p>The input to management review shall include information on:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement. 		
Objective Evidence:	<p>Management review was conducted on 22th November 2018, however the input to management review was inadequate, e.g:</p> <ul style="list-style-type: none"> • Internal audit result that not effective • There was not covered related to changes that could affect the management system 		
Corrections:	Refresh training and outreach regarding management review checklists and implementation phases, so that all important points can be reviewed according to the RSPO SCCS 2017.		
Root Cause Analysis:	Lack of understanding at the unit level regarding the importance of the management review agenda in future improvements.		
Corrective Actions:	Conduct periodic management reviews (annually)		
Assessment Conclusion:	<p>Major NCR Close Out Visit Date: 13 February 2019 Audit team sighted records: Pre-test prior to RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; Post-test after RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; The pre-test and post-test questionnaire including understanding on RSPO Supply Chain</p>		

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	<p>Certification Standard, revised June 2017 – clause 5.3 Internal audit and 5.13 Management Review.</p> <p>Training evaluation form upon RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra – result sufficient.</p> <p>Management review upon 2018 performance, carried out on 14 January 2019. The agenda:</p> <ul style="list-style-type: none"> - The result of audits: based on result from internal audit on 8 January 2019 – no NC issued; finding from external assessment related to internal audit process have been rectified; - Customer feedback – no customer complaint; improved knowledge from Ukui 2 POM on how to communicate with Marketing Department – in the case of any complaint; - Process performance and product conformity – no issue from VE visit and sample analysis result from buyer; - Status of corrective and preventive action – followed up through consistent management review; - Follow up from previous management review – add monitoring sheet for training and management review, to be carried out as planned; - Changes that could affect the management system – no changes; - and Recommendation for improvement – no changes. <p>Management review meeting Ukui 2 POM attended by Syafrizal (Sustainability Officer), Rentor Simanjuntak (Manager Ukui 2 POM), Nuraini Tambunan (Weighbridge Operator).</p> <p>According to the evidence provided and verification by direct interview, corrective action made is effectively implemented. Therefore, auditor concludes this Non-Conformity is Closed.</p>
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Nonconformity			
NCR Ref #	1722078-201812-M5	Clause & Category (Major / Minor)	5.13.3 General CoC requirements for the supply chain. MAJOR
Date Issued	21 December 2018	Due Date	20 March 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 February 2019
Statement of Nonconformity:	Output from management review was inadequate due to input agenda.		
Requirement Reference:	<p>The output from the management review shall include any decisions and actions related to:</p> <ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes. • Resource needs. 		
Objective Evidence:	Management review as conducted on 22th November 2018, however the output include any decisions and actions related to improvement of the effectiveness of the management system and its processes was inadequate due to input agenda.		

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Corrections:	Refresh training and socialization regarding management review and the importance of the decisions taken in the review so that the results are useful for future improvement.
Root Cause Analysis:	Lack of understanding at the unit level regarding the importance of the management review agenda in future improvements.
Corrective Actions:	Conduct periodic management reviews (annually)
Assessment Conclusion:	<p>Major NCR Close Out Visit Date: 13 February 2019 Audit team sighted records: Pre-test prior to RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; Post-test after RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra; The pre-test and post-test questionnaire including understanding on RSPO Supply Chain Certification Standard, revised June 2017 – clause 5.3 Internal audit and 5.13 Management Review. Training evaluation form upon RSPO SCCS Refresh training carried out on 14 January 2019, by Welly Joel Chandra – result sufficient. Management review upon 2018 performance, carried out on 14 January 2019. The agenda: - Improvement of the effectiveness of the management system and its processes: progress training and understanding, improved internal audit result, to follow up VE visit; - Resource needs: personnel understanding is adequate. Management review meeting Ukui 2 POM attended by Syafrizal (Sustainability Officer), Rentor Simanjuntak (Manager Ukui 2 POM), Nuraini Tambunan (Weighbridge Operator).</p> <p>According to the evidence provided and verification by direct interview, corrective action made is effectively implemented. Therefore, auditor concludes this Non-Conformity is Closed.</p>

Nonconformity			
NCR Ref #	1722078-201812-N1	Clause & Category (Major / Minor)	4.7.5 Minor
Date Issued	21 December 2018	Due Date	Next ASA
Closed (Yes / No)	No	Date of nonconformity Closure	Next ASA
Statement of Nonconformity:	Emergency equipment are not well maintain and ready to use.		
Requirement Reference:	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.		
Objective Evidence:	<p>During field visit in Harvesting activity Block C98h Afdeling 3 Soga Estate in 18 December 2018, found:</p> <ul style="list-style-type: none"> - Leakage condition of Povidone Iodine bottle. - First Aid equipment (Alcohol) was expired since March 2016. 		
Corrections:	1. Exchange the expiry drugs in First Aid Box.		

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	2. Exchange on broken containers of drugs with new one.
Root Cause Analysis:	1. First Aid Box monitoring on drugs expiry not well implemented. 2. Take out of expiry drugs not yet conducted by supervisor.
Corrective Actions:	1. Monitoring on First Aid Box shall be comprehensive, includes expiry date and following available checklist. 2. Expired drugs taken out from First Aid Box, deliver to Hazardous Waste storage and write the report refer to applicable form.
Assessment Conclusion:	Will be verified during next ASA

Nonconformity			
NCR Ref #	1722078-201812-N2	Clause & Category (Major / Minor)	4.7.7 Minor
Date Issued	21 December 2018	Due Date	Next ASA
Closed (Yes / No)	No	Date of nonconformity Closure	Next ASA
Statement of Nonconformity:	Calculation for lost time from accident record was found to be inaccurate.		
Requirement Reference:	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.		
Objective Evidence:	A discrepancy noted between accident records in Soga Estate: Record "Notulen Rapat P2K3 Kebun Soga" period January – March 2018, April – June 2018, July – September 2018 stated no case with lost time incident. However, comparing to data for referral onto hospital, a total of 305 lost working days recorded.		
Corrections:	Revising on minutes of safety meeting.		
Root Cause Analysis:	Minutes of safety meeting not referred to work injuries record that have been discussed and reported on previous safety meeting.		
Corrective Actions:	During safety meeting, work injuries should be refer to work injuries data record. Minutes on safety meeting shall be made for work injuries criteria (FA, MA, LT) and refer to available injuries records.		
Assessment Conclusion:	Will be verified during next ASA		

Nonconformity			
NCR Ref #	1722078-201812-N3	Clause & Category (Major / Minor)	5.3.3 Minor
Date Issued	21 December 2018	Due Date	Next ASA
Closed (Yes / No)	No	Date of nonconformity Closure	Next ASA
Statement of Nonconformity:	Waste Management Plan implementation was not controlled.		

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Requirement Reference:	A documented waste management plan to avoid or reduce pollution and its implementation shall be available.
Objective Evidence:	Inappropriate waste disposal found during site visits: Found disposal of empty motorcycle lubricant container, empty paint can, empty grease pile, empty hydraulic oil drums in scrap yard Ukui II POM. Based on waste management plan, all hazardous waste should be disposed off into permitted hazardous waste storage. Found disposal of empty motorcycle lubricant and filter mesh in housing complex Soga Estate, Afdeling IV. Based on waste management plan, all hazardous waste should be disposed off into permitted hazardous waste storage.
Corrections:	Install the oil trap surround the generator/power house. Build the isolation trench around the generator/power house.
Root Cause Analysis:	Spill kit and oil trap not available in generator/power house to minimize the pollution caused lubricant and diesel.
Corrective Actions:	Maintaining on oil trap in generator/power house once a week.
Assessment Conclusion:	Will be verified during next ASA

Opportunity for Improvements	
OFI #	Description
OFI 1	1722079-201812-I1 Process on renewal of Land Use Title (HGU) certificate No. 01 Year 1989, expired on 31 st December 2019 shall be monitored.

Positive Findings	
PF #	Description
PF 1	

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity			
NCR Ref #	1569381-201712-N1	Clause & Category (Major / Minor)	5.1.3 Minor
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 December 2018
Statement of Nonconformity:	Company has environment monitoring plan document, however there is an inconsistency of its implementation and report.		

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Requirement Reference:	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.
Objective Evidence:	<p>- Company has analyzed the surfaced water quality according to "RKL-RPL" in March 2017 by "UPT Pengujian Material Dinas PU dan Penatan Ruang". However there is no further explanation of surface water quality monitoring in the RKL-RPL report and no trend evaluation against the analysis report.</p> <p>- Company has Matrix RKL-RPL which stated to monitored the community economic condition, community anxiety, community health problems which conducted by interview with labor, public figure, community and village official. However there is no evidence of interview result has been done and attached in the report.</p>
Corrective Actions:	The company aware that all monitoring content of "Laporan Pelaksanaan Izin Lingkungan" report must refer to determined RKL - RPL matrix. The next periodical report will include evaluation and analysis result of surface water quality including its further explanation, and evaluation and analysis result of economic condition, community anxiety and community monitoring.
Assessment Conclusion:	Based on document review during ASA-1.2, the corrective action made has been implemented effectively. This non-conformity is Closed.

Non-Conformity			
NCR Ref #	1569381-201712-N2	Clause & Category (Major / Minor)	Minor 5.2.4
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 December 2018
Statement of Nonconformity:	Company has perform continuous monitoring documentation and report regarding the status of the RTE and HCVs, however there is no feedback and follow-up on the improvement of the management plan.		
Requirement Reference:	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.		
Objective Evidence:	<p>1) PT IIS Soga Estate and Plasma Ukui has prepared conservation management plan dated 9 January 2017, however some of the plan is not relevant with the actual implementation, such as:</p> <ul style="list-style-type: none"> o Riparian restoration program, the actual condition is there is no longer restoration activity since 2016-2017. o Based on the monitoring result and HCV assessment result, some RTE species were identified, however there is no management plan to maintain and enhance the RTE species. <p>2) Plasma Ukui has developed the procedure (Konflik Dengan Satwa yang Dilindungi" – No.015/DOK/SOP/PT.KLU-AA/2016 dated 2 December 2016) to identify and report the presence of RTE species in each smallholder member (Kavling), however most of the smallholder member does not aware the procedure, e.g. KUD Tani Bahagia, Kavling No 3935, 4249, 4342, 3811; KUD Usaha Tani, Kaling No.2856, 2819, 2820, 2822; KUD Trani Maju, Kavling No. 3665, 3954, 6331, and 6298.</p>		

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Corrective Actions:	The company conduct evaluation of Conservation Management Plan annually to evaluate whether a program has been obsolete, unfinished or continuous. Objective monitoring and evaluation of HCV conducted annually. ICS Ukui Plasma developed mechanism to report RTE species identified by smallholders, disseminate it and documented recapitulation of RTE species identified in monthly basis.
Assessment Conclusion:	During ASA-1.2 document verification, the corrective action made has been implemented effectively. This non-conformity is Closed.

Non-Conformity																																							
NCR Ref #	1569381-201712-N3	Clause & Category (Major / Minor)	Minor 5.4.1																																				
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 December 2018																																				
Statement of Nonconformity:	Based on document review, noted that there is lack of evidence that PT IIS – Ukui II POM has improving efficiency of the use of fossil fuels.																																						
Requirement Reference:	A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.																																						
Objective Evidence:	<p>Diesel fuel usage trend in Ukui II POM is increasing each year, in addition in 2017, diesel fuel usage is higher than budget as below:</p> <p>a. Diesel fuel usage trend each year from 2014 - 2017</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: left;">Year Diesel fuel usage (L) FFB process</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2014</td> <td style="text-align: right;">91,290</td> <td style="text-align: right;">325,464</td> <td></td> </tr> <tr> <td>2015</td> <td style="text-align: right;">134,200</td> <td style="text-align: right;">370,052</td> <td></td> </tr> <tr> <td>2016</td> <td style="text-align: right;">193,633</td> <td style="text-align: right;">287,419</td> <td></td> </tr> <tr> <td>2017</td> <td style="text-align: right;">285,005</td> <td style="text-align: right;">281,957</td> <td></td> </tr> </table> <p>b. Actual vs Budget of Diesel Fuel Usage in 2017 (ytd November 2017) Ukui II POM</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: left;">Activity/Purposes</td> <td style="text-align: right;">Actual Diesel fuel usage (L)</td> <td style="text-align: right;">Budget (L)</td> <td></td> </tr> <tr> <td>Generator</td> <td style="text-align: right;">196,885</td> <td style="text-align: right;">98,056</td> <td></td> </tr> <tr> <td>Supporting Machine, Genset 01</td> <td style="text-align: right;">109,985</td> <td style="text-align: right;">49,028</td> <td></td> </tr> <tr> <td>Supporting Machine, Genset 02</td> <td style="text-align: right;">89,900</td> <td style="text-align: right;">49,028</td> <td></td> </tr> </table>			Year Diesel fuel usage (L) FFB process				2014	91,290	325,464		2015	134,200	370,052		2016	193,633	287,419		2017	285,005	281,957		Activity/Purposes	Actual Diesel fuel usage (L)	Budget (L)		Generator	196,885	98,056		Supporting Machine, Genset 01	109,985	49,028		Supporting Machine, Genset 02	89,900	49,028	
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Supporting Machine, Genset 02	89,900	49,028																																					
Corrective Actions:	The company change electricity source of employee housing from the mill to national electricity (PLN), and making schedule to turn off electricity if the mill not processing.																																						
Assessment Conclusion:	During ASA-1.2 document verification, the corrective action made has been implemented effectively. This non-conformity is Closed.																																						

Opportunity for Improvement	
OFI#	Description
OFI 1	

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1412038M1	MAJOR	4.6.5	1-11-2016	Closed. 31-01-2017
1412038M2	MAJOR	4.7.2	1-11-2016	Closed. 31-01-2017
1412038M3	MAJOR	4.4.2	1-11-2016	Closed. 31-01-2017
1412038N1	minor	4.7.6	22-12-2017	Closed. 21-12-2017
1569381-201712-M1	MAJOR	4.7.1	21-12-2017	Closed. 13-02-2018
1569381-201712-M2	MAJOR	6.1.3	21-12-2017	Closed. 13-02-2018
1569381-201712-N1	Minor	5.1.3	21-12-2017	Closed. 19-12-2018
1569381-201712-N2	Minor	5.2.4	21-12-2017	Closed. 19-12-2018
1569381-201712-N3	Minor	5.4.1	21-12-2017	Closed. 19-12-2018
1722078-201812-M1	MAJOR	4.7.2	21-12-2017	Closed. 13-02-2019
1722078-201812-M2	MAJOR	3.2.ii) General CoC requirements for the supply chain.	21-12-2017	Closed. 13-02-2019
1722078-201812-M3	MAJOR	5.8.2 General CoC requirements for the supply chain.	21-12-2017	Closed. 13-02-2019
1722078-201812-M4	MAJOR	5.13.2 General CoC requirements for the supply chain.	21-12-2017	Closed. 13-02-2019
1722078-201812-M5	MAJOR	5.13.3 General CoC requirements for the supply chain.	21-12-2017	Closed. 13-02-2019
1722078-201812-N1	Minor	4.7.5	21-12-2017	Open. Next ASA
1722078-201812-N2	Minor	4.7.7	21-12-2017	Open. Next ASA
1722078-201812-N3	Minor	5.3.3	21-12-2017	Open. Next ASA

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 **Ukui-2 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.

List of Stakeholders Contacted	
Internal Stakeholders <ul style="list-style-type: none"> - Gender Committee - Workers Union 	Union/Contractors/Local Communities <ul style="list-style-type: none"> - Local communities and villagers (Village of Air Hitam and Bagan Limau)
Government Departments <ul style="list-style-type: none"> - Plantation and Forestry Agency of Pelalawan Regency - Manpower Agency of Pelalawan Regency - Environment Agency of Pelalawan Regency 	NGO WWF Indonesia, Riau

IS#	Description
1	Feedbacks: Dinas Perkebunan dan Kehutanan Kabupaten Pelalawan (Plantation and Forestry Agency of Pelalwan Regency) <ul style="list-style-type: none"> - In general, communication with the company has done well. - PT Inti Indosawit Subur has owned Ijin Usaha Perkebunan (Plantation business permit) including revision for commodity change from rubber to oil palm, it is a government program in developing oil palm plantation PIR-Trans pattern. - All HGU area of PT IIS are out of forest area since they have "Izin Pelepasan Kawasan Hutan" from Ministry of Forestry. - PT IIS has established "Laporan Perkembangan Usaha Perkebunan – LPUP" and sent it to Dinas Perkebunan Kabupaten Pelalawan every 6 month.

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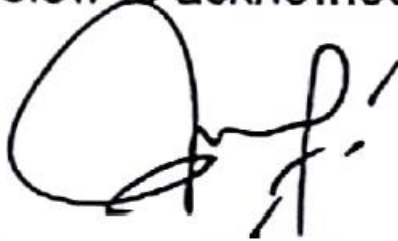
IS#	Description
	<ul style="list-style-type: none"> - PT IIS has reported fire incident inside HGU area or around to Dinas Perkebunan Kabupaten Pelalawan. During period 2017 there was no fire incident inside or around HGU area of PT IIS. - Noted that there is no land conflict reported between the company and the surrounding communities. <p>Issues:</p> <ul style="list-style-type: none"> - There is an issue related to FFB receipts from farmers located in the TNTN (Taman Nasional Tesso Nelo) area, so it is necessary to ensure the mechanism for receiving FFB especially for outside FFB outside the plasma. - To ensure that DO TBS holders have met the requirements and can be trusted - Monitoring the reception of outside FFB in the field.
	<p>Management Responses:</p> <ul style="list-style-type: none"> - Asian Agri immediately conducted an investigation into the site on 23 May 2018 and examined the track record of the supply chain report to collect data while reviewing the report on 17 June 2017 to ensure data compatibility. "The company has taken a decisive step in this matter, namely by suspending trucks with Delivery Orders (DO) reported on May 24, 2018. - Asian Agri itself ensures that it continues to be committed to producing sustainable and responsible palm oil. "We have a system to ensure that all procurement processes and parties involved in our supply chain comply with the company's sustainability policies and traceability commitments." - The company has a Traceability Master Database from all third party supply chains. This allows Asian Agri to monitor the source of supply coming into the company. Partner farmers have signed statements with companies that bind FFB suppliers only from legal areas. This is important to prevent the entry of illegal FFB in their supply to the factory. Asian Agri has achieved 100% of the FFB supply chain traceability capability to plantations since 2017.
	<p>Audit Team Findings:</p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to plantation and forestry sector</p>
<p>2</p>	<p>Feedbacks: Dinas Tenaga Kerja Kabupaten Pelalawan (Manpower Agency of Pelalawan Regency).</p> <p>Cannot be found because the Head of Office attended the Provincial Disnaker meeting in Pekanbaru related to the BPJS-Kesehatan</p>
<p>3</p>	<p>Feedbacks: Badan Lingkungan Hidup Kabupaten Pelalawan (Environment Agency of Pelalawan Regency)</p> <ul style="list-style-type: none"> - PT IIS (Ukui Group) consistently sends the Report of environmental management and monitoring every six (6) months, hazardous waste (LB3) management reports every 3 months and land application monitoring report every 3 months. - During 2018 there were no report from public related to environmental pollution caused by operational of PT IIS (Ukui Group).

IS#	Description
	<ul style="list-style-type: none"> - The company has developed the utilization of wastewater for electricity (Biogas Plant) and have had the Environmental Permit.. <p>Plasma Ukui I and II:</p> <ul style="list-style-type: none"> - The plasma estate has an LB3 temporary storage permit in November 2018, so training needs to be held related to training for environmental control and management - More effective communication can be established with the relevant agencies to better understand environmental management and hazardous waste
	<p>Management Responses:</p> <ul style="list-style-type: none"> - For the positive things that have been done will be be maintained and improved by the management to be better in the future. - Regarding the application of LB3 TPS in Ukui I and II plasma, the plasma will prepare human resources to be able to attend training related to hazardous waste handling
	<p>Audit Team Findings:</p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to environment management and monitoring performance.</p>
<p>4</p>	<p>Feedbacks: Perangkat Desa DesaAir Hitam dan Bagan Limau (Local communities and vilagers)</p> <ul style="list-style-type: none"> - Generally the communication between the village government or local community and company has going well. - The company has always responded to each problem or issue submitted by government officials from village and surrounding communities. - The Company has realized a CSR program to the local community and involve them in the CSR program planning process in each village. However, need more intensive communication to make it harmonize with ADD program. - Surrounding communities feels positive due to benefits from the presence of the company, for the maintenance of road infrastructure, public health, education and community economic development (trainings on productive enterprises). - There was no report from the community working in the company related to forced labor practices by the company. - Employees working at PT IIS (Ukui Group) have received the wages as determined by the government. - Communities has understood the rules of the company prohibiting the acceptance of underage workers / child laborers. <p>There are issues from:</p> <p><u>Bagan Limau Village</u></p> <p>There is a vilages road which is an access road to the Limau Bagan Village with damaged conditions, so that it gets the attention of PT IIS</p>

IS#	Description
	<p><u>Air Hitam Village</u> Request for attention from PT IIS regarding street lighting on the shaft road to Air Hitam Village</p>
	<p>Management Responses:</p> <p>The company has made a road maintenance program through CSR programs that are conducted twice a year. Maintenance of this road consists of the formation of roads, hardening using rock and road compacting.</p> <p>Road lighting on the road to the village of black water has been agreed upon by the management to be given street lighting at the vulnerable points on the road. Installation of street lights will begin in January 2019.</p>
	<p>Audit Team Findings: Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to manpower and OHS management performance.</p>
<p>5</p>	<p>Feedbacks: Gender Committee</p> <ul style="list-style-type: none"> - Until now there has never been a report / complaint regarding sexual harassment to female workers. - The Company has undertaken efforts to protect the rights of female employees such as menstruation leave, maternity leave, special medical checks for female workers working in high risk types every 6 months and monthly pregnancy checks. - The gender committee has understood the grievance mechanism as well as the protection of the identity of the complainant / whistleblower. - The Company has provided Personal Protective Equipment (PPE) for all workers. - The Company has provided adequate facilities for its employees such as housing, clean water, Electricity, toilets, Sanitation, School Bus, clinic, worship place (mosque and church). - The Company has registered all its employees in health and social insurance (BPJS Kesehatan and BPJS Ketenagakerjaan) program, including PHL (casual workers). - There has never been an incident of employee demonstration to management. - The Company has provided wages in accordance with existing regulations. - There is no indication of Human Rights violating by the company. - There is no indication of forced labor or coercion.
	<p>Management Responses:</p> <p>For the positive things that have been done will be maintained and improved by the management to be better in the future.</p>
	<p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Audit team acknowledge the positive feedback. - The Company has disseminated procedure of Employees complaints: submission and settlement (SOP: AA-HR-3085.5 - R.0 dated 11 December 2009) to all employees of Ukui Estate and Ukui I Palm Oil Mill, e.g. in Ukui I POM on 12 September 2017 and Ukui Estate conducted on 17 September 2017. The procedure described the process of complaint. Complaint process was not only reported to Supervisor, but can be others, such as Labour Union and Gender Committee. When it needed confidentiality of complainant can be protected, it was found in company policy's

IS#	Description
	<p>that stated: "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...". Based on interviews with Gender Committee of Ukui I POM and Ukui Estate, workers and worker union show that they have understood the grievance mechanism according to the company policy of banning all acts of sexual harassment or violence against female workers.</p> <ul style="list-style-type: none"> - There is a gender committee, which have program to regularly meets in monthly basis, discussing general agenda and other issue related to handling sexual harassment and dissemination of sexual harassment prevention. The Gender Committee conduct monthly meeting to discuss issues which raised by members (if any), the last meeing of Gender Committee was conducted on 9 October 2017, there is no issues raised related gender, discrimination and/or harassment.
<p>6</p>	<p>Feedbacks: Workers Union</p> <ul style="list-style-type: none"> - The Company has realized Normative Rights of employees such as remuneration in accordance with applicable regulations, Allowance/THR, BPJS Program. - Legally SPSI members is a labor consist of SKU labor and also staff however operationally SPSI also consider the problems that occur at the level of non permanent workers/PHL. - Non permanent workers has had a Labour Agreement (SPK) with the company. - Performance appraisals are conducted once a year as management considerations for evaluation, promotion and rotation. - There is no indication that the company conducted discrimination against its workers. - The company has provided Personal Protective Equipment (PPE) for all workers. - The company has providing facilities for employees adequately for example housing, water, electricity, toilets, Sanitation, School Bus, clinics, places of worship. - The Company has registered all the workers in BPJS program (Employment and Health BPJS) including PHL (non-permanent employees). - There has never happened employees demonstration to the company management. - The Company has provided wages in accordance with existing regulations. - There is no indication of the company in violation of Human Rights. - There is no indication of forced or coercive labor practice of work. - "Lembaga kerjasama Bipartit (LKS Bipartit)"/Cooperation Institution has been established as a medium of communication between the company and employees.
	<p>Management Responses:</p> <p>For the positive things that have been done will be be maintained and improved by the management to be better in the future.</p>
	<p>Audit Team Findings:</p> <p>The company has maintained good management of occupational and social policy, all feedback from workers union are positive as well as previous assessment, audit team acknowledge the positive feedback.</p>

IS#	Description
7	<p>Feedbacks: WWF Indonesia Riau</p> <p>Enough is Enough report in 2017 issued are caused that particular Palm Oil Mill still receiving FFB's from unauthorized area or illegal area. During investigation, found that Ukui Mill received FFB's from one of supplier that sourced the FFB's from Tesso Nilo National Park. It is happen in several time since 2014 even the company already has own procedure to handle of this.</p> <p>Procedure on third party/supplier FFBs entering the Mill has been developed by the company. However, is there any monitoring to ensure the procedure are effectively implemented, or any failure of its system? Because there still lack of supervising on FFB tracking by the Mill. Therefore, FFBs from Tesso Nilo National Park is still deliver to Ukui Mill.</p> <p>PT. Inti Indosawit Subur had partnership for developing smallholders namely Tani Bahagia Cooperative. After overlaying with Forest Area and National Park Map, the cooperative located within the Tesso Nilo National Park. FFBs from Tani Bahagia cooperative delivered to Ukui Mill that already RSPO certified. How about the status of Tani Bahagia cooperative? Is Ukui Mill still received FFBs from this cooperative?</p>
	<p>Management Responses:</p> <p>The company has develop the procedure for FFB traceability to avoid supplying FFB from illegal area, such as National Park, Forest Area, Protected Area or no land use right. Each supplier has signed Letter of Statement "Surat Pernyataan" that FFBs are not fom illegal area (National Park, Forest Area, Protected Area, etc.), also the company has pointing the GPS coordinates of each fruit collector/suppliers.</p> <p>KUD Tani Bahagia is one of Smallholders scheme partnership where developed since 1980s or known as "PIR-TRANS" programme. The legal status of its land is given by the government and had been certified for ownership land use rights. Area of KUD Tani Bahagia is far from Tesso Nilo National Park. All FFB's from KUD Tani Bahagia deliver to Ukui-2 POM which implementing supply chain with IP model.</p>
	<p>Audit Team Findings:</p> <p>Issue from WWF has been verified by auditor related to FFB traceability (indicator 4.1.4). Auditor raised a non-conformity for this regarding the FFB traceability system.</p>

Formal Signing-off of Assessment Conclusion and Recommendation	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that Ukui-2 POM has complied with the RSPO 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 Ukui-2 POM is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Yudwi Wisnu Rahmanto	Name: Armstrong V.S
Company Name: BSI Group Indonesia	Company Name: PT. Inti Indosawit Subur – Ukui.2
Title: Lead Auditor	Title: Group Manager
Signature: 	Signature: below to acknowledge 
Date: 21 December 2018	Date: 21 December 2018

Appendix A: Summary of Findings *include the appropriate checklist used for assessment*

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1 List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available. - Minor compliance -	<p>PT Inti Indosawit Subur – Ukui Group has a procedure for handling information request and providing response, under “SOP Penanganan Permintaan Informasi Stakeholder” No.AA-GL-5008.1-R1, dated 22/08/2011. In general, the SOP explains company’s step upon receiving information and responding such information request. Information request received in form of verbal communication, through letter or through representative appointed by community. Incoming information will be received by public relation officer and recorded in logbook. If information comes through verbal communication, public relation officer then creates minutes and sign by both parties.</p> <p>The information received then channeled to relevant party: mill manager/estate manager/group manager or regional office. Each has their authority in decision making. Public relation officer updating the logbook status, in order to provide update information to interested party. At maximum 14 days after information request received, response shall be given. Records of information request kept for minimum three (3) years.</p> <p>PT Inti Indosawit Subur – Ukui Group is communicating the procedure to community of Desa Air Hitam, Lubuk Kembang Bungo, Silikuan Hulu, Lubuk Kembang Sari, Sei Beras Beras and Desa Bagan Limau.</p> <p>List of stakeholders updated in January 1st 2017, there were 3 types of stakeholders i.e: government (agency office in Pelalawan Regency, Kapolsesk Ukui, Camat Ukui, head of village), Kebun Masyarakat (20 smallholders) and NGO (WWF, Scale Up). The stakeholder list completed with name of chairman, address and contact number. List of information that can be access by relevant stakeholders available in indicator 1.2.1</p> <p>The list of stakeholder list updated annually by Public Relation. Last update performed in 2 January 2018, consist of 37 stakeholders which related to company operation, as follows:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Government institution, consist of surrounding villages, District Head, and related agency of Pelalawan Regency (Dinas Lingkungan Hidup, Dinas, Perkebunan, Dinas Tenaga Kerja, BPN). Chairman of Koperasi Unit Desa (KUD) which under company scheme smallholder. Informal institution around the company, e.g. FK-KPPS, GWKAK, Worker Union and WKAK. NGO around the company i.e: WWF, Scale Up, etc. .</p> <p>List of information that can be access by public consist of 32 items, e.g.:</p> <ul style="list-style-type: none"> AMDAL (SEIA) documents Environment management and monitoring report Social Impact Assessment report License of palm oil mill machinery Dokumen of CSR Program realization FFB prices Safety Committee report Company Policy Continous improvement program. <p>Ukui Smallholder: The Smallholder Manager has determined type of documents which can be accesed by public update on 2 January 2018, that covers:</p> <ul style="list-style-type: none"> Copies of Sertifikat Hak Milik (SHM) – and ownership certificate. AMDAL Group Program HCV Standar Operational Procedure of Good Agriculture Practices. Social Impact Assessment (SIA). Social Activity Documents. Local Development Documents. Public Summary RSPO 	

Criterion / Indicator		Assessment Findings	Compliance
1.1.2	<p>Records of requests for information and responses to the information requested shall be available.</p> <p>- Major compliance -</p>	<p>The company has established procedure to handle stakeholder information request in "SOP Penanganan Permintaan Informasi Stakeholder" (SOP No. AA-GL-5008.1-RI, Rev. 1) dated 22 August 2011. The procedure described that information request can be receive by oral or written, or by representative of communities; the company will responded according to respective authorities, starts from Humas (public relation), Estate/Mill manager, Group Manager and Regional Office. The company has set time to respon information request, it is 14 working days.</p> <p>Record of information request and response/information logbook is maintained by company. Records of information are kept for minimum three (3) years. Below are seen and verified Sample:</p> <p>P2K3 Activities Report (Safety Committee report) Ukui I and II Palm Oil Mill Period January - March and April - June 2018, sent to Manpower Agency of Riau Province on August 14, 2018.</p> <p>Report on Environment Management and monitoring (UKL-UPL) Measuring Palm Oil Mill I period January - June 2018, sent to the Environment Agency of Pelalawan Rgency. on 29 August 2018.</p> <p>Report on the implementation of Environment Management and monitoring (UKL-UPL) Measuring I Palm Oil Mill period January - June 2018, sent to the Environment Agency of Riau Province on 29 August 2018.</p> <p>Report on the Implementation of Land Applications and Utilization of Solid Waste (Land Application report) Measure I and II Palm Oil Mill period July - September 2018, sent to the Environment Agency of Pelalawan Regency on September 25, 2018.</p> <p>Report on the Implementation of Land Applications and Utilization of Solid Waste (Land Application report) Assess the Palm Oil Mill period from July to September 2018, sent to the Environment Agency of Riau Province on September 25, 2018.</p> <p>Hazardous waste management report (Laporan LB3) period July - August 2018, sent to the Environment Agency of Pelalawan Regency on 14 August 2018.</p> <p>Plantation Business Development Report period January - June 2018, sent to Plantatation Agency of Pelalawan Regency on 17 July 2018.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>PT IIS High Conservation Value Plant and Animal Monitoring Report Ukui I and II period January - June 2018 has been sent to BKDSA Provincy of Riau, dated 18 July 2018. Request for information from Head of Silikuan Hulu Village on 9 August 2018 by letter no. 620 / Pemdes-SH / 2018/34 related invitation for inauguration of PP and has responded on 10 August 2018 Request for information from DLH (Pelalawan District Environmental Agency) on 17 October 2018 by letter no. 660/03 / DLH / 2018/913 related proposals for temporary storage of hazardous waste licenses on Plasma Ukui II, have been responded on October 18, 2018 by visit to the DLH Kab. Pelalawan office. Request for information from the Tesso Nilo National Park Foundation on 12 October 2018 through letter no. 63 / YTNNTN-DE / IX / 2018 related to requests for hearings to build a commitment to implement Elephant BMP for companies around the Conservation Province of Riau Province, responded on October 13, 2018 saying that PT IIS will attend an audience on 23-26 October 2018.</p> <p>Ukui Smallholder: All information request were documented in Logbook of "Kebun Plasma Ukui (KLU) up to November 2018". There were 17 information request, e.g.: Information request from Chairman KUD karya Bersama on 17 May 2018 through letter no. 017/KUD-KB/AE/V/2018, realted proposal for asisstency heavy equipment Bachoeloder for road maintain at farmer group 14, it has been responded by Group Manager on 18 May 2018 by sending the bachoeloder. Information request from Head of Village Kampung Baru (Mr. Parji) on 29 June 2018, related permohonan bantuan alat berar grader and Bomax (compacter) , and has been responded on 4 July 2018 by sending heavy equipment.</p>	
<p>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.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>1.2.1 Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> a) Land titles/user rights (Criterion 2.2) b) Occupational health and safety plans (Criterion 4.7) c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8) d) HCV documentation (Criteria 5.2 and 7.3) e) Pollution prevention and reduction plans (Criterion 5.6) f) Details of complaints and grievances (Criterion 6.3) g) Negotiation procedures (Criterion 6.4) h) Continual improvement plans (Criterion 8.1) i) Public summary of certification assessment report j) Human Rights Policy (Criterion 6.13). 	<p>Company has a set of publicly available document in form of “Daftar Dokumen dan Informasi Untuk Diakses Publik PT Inti Indosawit Subur” dated 21 August 2017. The provision of publicly available document segregates based on stakeholder category: Government, community and NGO: AMDAL document, RKL/RPL report, Social Impact Assessment, HCV identification and monitoring report, land permit (Izin Lokasi – location permit, Izin Prinsip – principle permit, HGU/land title certificate), environmental permit, palm oil mill machinery permits and licenses, safety committee report, plantation business progress report, conservation management plan document, environmental management program, corporate social responsibility/CSR documents, FFB price, forest and land fire fighting report, ground water use report, tax and retribution payment documents, radio station permit, company policies, continuous improvement program, social procedures, hazardous waste handling report, POME land application permit and report, manpower report, employee’s medical check up result, physical and chemical analysis of river water, land compensation report, public summary report.</p> <p>A number of documents are determined to be available for public, with approval from management:</p> <ul style="list-style-type: none"> Report on the Implementation of the RKL-RPL every 6 months (environmental management and monitoring report); Report on B3 waste balance every 3 months (hazardous waste balance report); Reports of liquid and solid waste every 3 months (solid and liquid waste report); Report on the use of surface and underground water every once a year (Underground and surface water usage report); P2K3 report every 3 months period (health and safety report); Mandatory Report Labor every year once a year (manpower report); Plantation business progress report every 1 year period (plantation business progress report); Reports on the results of high conservation value monitoring (high conservation value monitoring report); Report on monitoring and preventing land fires every 6 months (land fire monitoring and prevention activity report); 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance	
<p>- Major compliance –</p>	<p>Employee's medical checkup result; Report on air emissions (air emission test report); Report on river physical and chemical analysis (river water's physical and chemical test results);</p> <p>Ukui Smallholder: The Smallholder Manager has determined type of documents which can be accessed by public, that covers: Copies of Sertifikat Hak Milik (SHM) – and ownership certificate. Group Program HCV Standar Operational Procedure of Good Agriculture Practices. Social Impact Assessment (SIA). Social Activity Documents. Local Development Documents. Prices of Fresh Fruit Bunches</p>		
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
<p>1.3.1</p>	<p>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.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur has revised the company policy by including commitment to a code of ethical business conduct, it was signed by Managing Director on 1 December 2014. The policy has been disseminated to all employees by installing signboard of company policy and by direct dissemination, e.g.: In 2018, dissemination has been performed on 13 October 2018 and attended by 68 personel from Ukui Estate (Afdeling 1 to 5). At PMKS Ukui I the company policy including of ethical business conduct has performed on 15 October 2018 and attended by 50 personel.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>In 2017, dissemination has been done on 19 October 2017, attended by 76 personnels from Ukui I Mill.</p> <p>In 2016, dissemination has been done on 25 May 2016, attended by 16 personnels from Ukui I Mill, Ukui II Mill, Ukui Estate and Soga Estate; on 5 September 2016, attended by 13 personnels from Division 3 Ukui Estate; on 16 April 2016, attended by 20 personnels of Ukui Estate spraying worker; on 23 May 2016, attended by 14 personnels from Division 3 Ukui Estate.</p> <p>Ukui Smallholder: The Smallholder Manager already has a Code of Ethical Business Policy that included on "Kebijakn Manajer Group ICS" signed on 16 January 2017, and has been disseminated to each member through the "Kegiatan Refresh Pelatihan ICS" was performed on 9 June 20018 where in point 2 stated "Committed to ethical conduct in business in overall transactions and business operations, prohibition all forms of corruption, bribery and fraud in the use of funds and resources".</p> <p>Document verification shows that all farmer members have stated approval of all policy issued by Smallholder Manager, including policy related to code of ethic which described in the Agreement Letter. Document seen.: Member of KUD Tani Bahagia at Kulim Jaya Village (SP5) as many as 682 kavling (plot) have signed Cooperation Agreement for example; Mahadi/Budiman (SP5, KT: 141, No. Kav.: 3807), Mugiyanto (SP5, KT: 141, No. Kav.: 3808), Suparto/Sukenti (SP5, KT: 147, No. Kav.: 4340), Suhadi (SP5, KT: 147, No. Kav.: 4341), KUD Karya Tani at Sei Beras beras Village namely Gunawa/Adjum (SP2, KT: 250, No. Kav.: 5753), Suarto (SP2, KT: 250, No. Kav.: 5710), the agreement signed on 16 January 2017 and valid until 2 December 2021.</p> <p>Based on interview with smallholders shows that they have a good understanding of the Code of Business Conduct policy issued by the Smallholder Manager.</p>	
<p>Principle 2: Compliance with applicable laws and regulations</p>		

Criterion / Indicator	Assessment Findings	Compliance
Criterion 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.		
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p> <p>There is no changes of legal requirement for the company. The Certificate Holder able to demonstrate evidence of compliance with relevant legal requirement, such as:</p> <p>Certificate holder has the evidence of compliance with relevant legal requirements, divided into the aspect compliance of Environmental Licensing/Permit (AMDAL), OHS and employment, Plantation Permit and Land Use Right Certificate.</p> <p>Soga Estate:</p> <ul style="list-style-type: none"> • Land Title 1 based on "Surat Keputusan Kepala Badan Pertanahan Nasional Republik Indonesia No.78/HGU-BPN-RI" dated 12/19/2008 for area 2,704.22 Ha. Certificate No.13, dated 06/09/2009. • Land Title 2 based on SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009, certificate HGU (Hak Guna Usaha) No.16 issued by "Kantor Pertanahan Kabupaten Pelalawan" on 03/11/2010 for area 299.51 Ha as per "Surat Ukur" No.01/AirHitam/2010. The HGU valid up to 03/11/2045. • Plantation Business Permit - "Surat Pendaftaran Usaha Perkebunan (SPUP) No.185/MenTanHut/VII/2000", dated 11/03/2000, type of business oil palm plantation. • Land Title 3 based on "Surat Keputusan Kepala Badan Pertanahan Nasional No. 04/HGU/1989" dated 27 April 1989, Certificate HGU (Hak Guna Usaha) No.01 issued by "Kantor Pertanahan Kabupaten Kampar" on 12/18/1989 for area 6,727.4 Ha as per "Surat ukur"/measurement minutes No.53/1988. HGU is valid until 31/12/2019. Note: this land title is splitted up for Soga Estate 2,260.4 Ha and Ukui Estate 4,467 Ha. Therefore the total land title for Soga Estate (from 3 land titles) is 5,264 Ha. <p>Plantation Permit PT Inti Indosawit Subur: Plantation Business Permit - "Izin Usaha Perkebunan-Budidaya (IUP-B)" based on "Surat Keputusan Bupati Pelalawan No.Kpts.525.3/Dishutbun/2013/446" dated 05/29/2013 for</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>3,003.73 Ha (From HGU Soga Estate No.78/HGU-BPN-RI, dated 12/19/2008 of 2,704.22 Ha and "HGU SK Kepala BPN No.115/HGU/BPNRI/2009" dated 09/08/2009 for 299.51 Ha as per "Surat Ukur" No.01/AirHitam/2010. The HGU valid up to 03/11/2045) and "Izin Usaha PerkebunanPengolahan (IUP-P)" for PT Inti Indosawit Subur dated 05/29/2013 for 75 MT FFB/hour.</p> <p>Plasma UKUI (Smallholder Scheme): Smallholder member has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental, health and safety 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.</p>	
<p>2.1.2</p> <p>A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –</p>	<p>Mill and Estates:</p> <p>The company has updated the regulations that must be complied provided in Indonesian Legislation and international laws or its ratification. The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. Update and reviewed was conducted periodically once within a year, latest evaluation conducted on January 2018.</p> <p>The list of legal requirement include compliance evaluation were kept by each unit and available to all levels of management. PT Inti Indosawit Subur – Ukui I POM and Estate demonstrate a list of all applicable regulations.</p> <p>Plasma UKUI (Smallholder Scheme): Ukui Smallholder has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 2 February 2018. The mechanism stated that sourced of regulation could be from Government/Dinas, Relevant agencies. Humas (Public relation) responsible to update and</p>	<p>Comply</p>

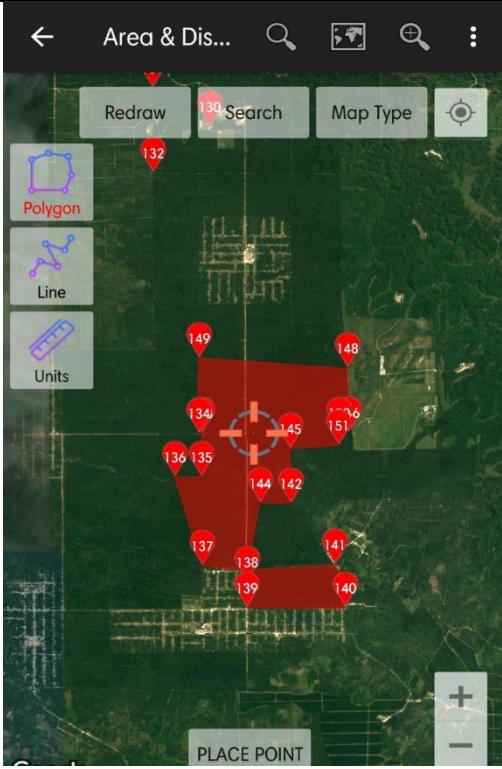
Criterion / Indicator		Assessment Findings	Compliance
		search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on February 2018. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member.	
2.1.3	A mechanism for ensuring compliance shall be implemented. - Minor compliance –	<p>Mill and Estate:</p> <p>The certificate holder has a mechanism to ensure compliance with all applicable laws and regulations compliance through "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" AA-GL5001.1-R0 dated 5 December 2009. Company also issued the Memorandum No. 017/GLAAS/MEMO/10/12 dated 20 October 2012. In the procedure and Memorandum explain that The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. SSL department, Humas and KTU in each Mill and Estate compulsory to conducted the evaluation of legal and regulation compaliance minimum once a year by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation. Humas and KTU also can find information related to latest updated relevant regulation and new regulation from another sources and they have a responsible to ensure the compliance against relevant regulation including the latest/new regulation.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>Ukui Smallholder has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 2 February 2018. The mechanism stated that sourced of regulation could be from Government/Dinas, Relevant agencies. Humas (Public relation) responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on February 2018. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member.</p>	Not Comply
2.1.4	A system for tracking any changes in the law shall be available and implemented. - Minor compliance –	<p>Estate and Mill:</p> <p>Legal requirement-evaluation and fulfilment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" No. SOP; AA-GL-5001.1-RO dated</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>12/05/2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. Company also issued the Memorandum No. 017/GL-AAS/MEMO/10/12 dated 20 October 2012, explain that the Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. A system for tracking any changes of regulation conducted by Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation. Updating the law and regulation also can be performed through searching in internet, email and/or communication/visit to government bodies. Humas and KTU also have a responsible to ensure the compliance against relevant regulation including the latest/new regulation.</p> <p>Plasma UKUI (Smallholder Scheme): Ukui Smallholder has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 2 February 2018. The mechanism stated that sourced of regulation could be from Government/Dinas, Relevant agencies. Humas (Public relation) responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on February 2018. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member.</p>	
<p>Criterion 2.2 The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.</p>			
2.2.1	<p>Documents showing legal ownership or lease, history of land tenure ownership/control, and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>There is no changes of legal ownership of Certificate Holder.</p> <p>UKUI-2 POM: Legal ownership for Mill is Plantation Permit (No. 185/Mentanhut/VII/2000) which explains of PT Inti Indosawit Subur divided into 4 Mills where capacity of each Mill permitted (Kap. Izin @60 MT/Hr; Kap. Terpasang @45 MT/Hr).</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>SOGA ESTATE:</p> <p>Legal ownership of Soga Estate are consist of three (3) land use title, i.e:</p> <ol style="list-style-type: none"> 1. Land Use Title (HGU Certificate No. 01/1989) expired 31st December 2019. Total area: ± 6,727.64 Ha. Plantation permit No. 185/Mentanhut/VII/2000. 2. Land Use Title (HGU Certificate No. 00016/2010) expired 11 March 2045. Total area: 299.51 Ha. Plantation permit No. KPTS.525.3/DISHUTBUN/2013/446. 3. Land Use Title (HGU Certificate No. 00013/2009) expired 9 June 2044. Total area: 2,704.22 Ha. Plantation permit No. KPTS.525.3/DISHUTBUN/2013/446. <p>Plasma (Scheme Smallholders):</p> <p>Sample of Certificate Land Ownership (SHM) as sample are KUD Tani Bahagia (25 smallholders); KUD Tani Subur (19 smallholders) dan KUD Karya Tani (19 smallholders).</p> <p>KUD Tani Bahagia with total sampling 25 smallholders plot. Legal ownership documents on smallholders plot seen as follow:</p> <ol style="list-style-type: none"> 1. Certificate No. 790 (2 Ha) name: Mahadi, issued certificate 25 October 1993. Farmer Group No: 141, Plot No: 3807. 2. Certificate No. 685 (2 Ha) name: Suhadi, issued certificate 15 November 2002. Farmer Group No: 147, Plot No: 4341. 3. Certificate No. 1379 (2 Ha) name: Supe'i, issued certificate 14 November 1994. Farmer Group No: 214, Plot No: 3733. 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>4. Certificate No. 1059 (2 Ha) name: Solihin, issued certificate 25 October 1993. Farmer Group No: 137, Plot No: 3684.</p> <p>5. Certificate No. 1001 (2 Ha) name: Baya, issued certificate 14 November 1994. Farmer Group No: 140, Plot No: 3709.</p> <p>KUD Tani Subur with total sampling 19 smallholders plot. Legal ownership documents on smallholders plot seen as follow:</p> <ol style="list-style-type: none"> 1. Certificate No. 1936 (2 Ha) name: Ngatimin, issued certificate 14 November 1994. Plot No: 4176. 2. Certificate No. 1886 (2 Ha) name: Rasimin, issued certificate 14 November 1994. Plot No: 4062. 3. Certificate No. 1823 (2 Ha) name: Sairin, issued certificate 14 November 1994. Plot No: 3892. 4. Certificate No. 1763 (2 Ha) name: Sairin, issued certificate 14 November 1994. Plot No: 3869. <p>KUD Karya Tani with total sampling 19 smallholders plot. Legal ownership documents on smallholders plot seen as follow:</p> <ol style="list-style-type: none"> 1. Certificate No. 2016 (2 Ha) name: Marjan, issued certificate 14 November 1994. Farmer Group No: 250, Plot No: 5717. 2. Certificate No. 2386 (2 Ha) name: Sukiyono, issued certificate 14 November 1994. Farmer Group No: 266, Plot No: 5789. 3. Certificate No. 2437 (2 Ha) name: Sukijan, issued certificate 18 October 1995. Farmer Group No: 267, Plot No: 5799. 4. Certificate No. 2545 (2 Ha) name: Slamet, issued certificate 18 October 1995. Farmer Group No: 268, Plot No: 5851. 	

Criterion / Indicator		Assessment Findings	Compliance
		<p>5. Certificate No. 1994 (2 Ha) name: Juhri, issued certificate 14 November 1994. Farmer Group No: 253, Plot No: 5734.</p>	
2.2.2	<p>Legal boundaries are demonstrated clearly and maintained.</p> <p>- Minor compliance -</p>	<p>SOGA Estate:</p> <p>Based on field observation of boundary pegs found that:</p> <ol style="list-style-type: none"> 1. BPN 40, Blok Plasma SP 6B KUD Usaha Tani. Coordinate: 0°17'15.18" S; 102°6'23.68" E. 2. BPN 42, Blok E89e Afdeling 5 Sei Lala Estate. Coordinate: 0°16'9.50" S; 102°6'23.47" E. <p>According to map of Peta Gambar Penyebaran Batu Batas PT IIS, Scale 1:60,000 dated 3 May 2010 (Kasi Survei Pengukuran dan Pemetaan), location of its coordinate is appropriate.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>According to information from NGOs during stakeholder consultation that Tani Bahagia Cooperative is located in Tesso Nilo National Park. Then, auditor response this issue and ground check by using GPS UTM Geo application to the sample of Tani Bahagia Cooperative. Whole corner points of the Tani Bahagia Cooperative are pointed with GPS coordinate, the result as follow:</p>	Not Comply

Criterion / Indicator	Assessment Findings	Compliance
	 <p>Based on field check and pointing the GPS coordinates, it is clear that legal boundaries of KUD Tani Bahagia are clearly demarcated and not located in Tesso Nilo National Park.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>2.2.3</p> <p>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.</p> <p>- Minor compliance -</p>	<p>Estate:</p> <p>According to stakeholder consultation, there is no land disputes occurred within the plantation area for the last 3 years. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear. HGU area of PT IIS is a government program which PT IIS Ukui is the executor of PIR-Trans Program as described in Decree from Director General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 dan No. 32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. Previously, area of PT IIS HGU and Scheme Smallholder PIR-Trans is a state land in the form of forest area that has been released in through Decree of the Minister of Forestry no. 185/Mentanhut/VII/2000 dated 3 November 2000, so it does not go through land acquisition process. Currently the company is starts to conduct replanting activities, dissemination has been done to the surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights.</p>	<p>Comply</p>
<p>2.2.4</p> <p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>- Major compliance -</p>	<p>Estate:</p> <p>According to stakeholder consultation, there is no land disputes occurred within the plantation area for the last 3 years. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear. HGU area of PT IIS is a government program which PT IIS Ukui is the executor of PIR-Trans Program as described in Decree from Director General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 dan No.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. Previously, area of PT IIS HGU and Scheme Smallholder PIR-Trans is a state land in the form of forest area that has been released in through Decree of the Minister of Forestry no. 185/Mentanhut/VII/2000 dated 3 November 2000, so it does not go through land acquisition process. Currently the company is starts to conduct replanting activities, dissemination has been done to the surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme): During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights.</p>	
2.2.5	<p>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.</p> <p>- Minor compliance –</p> <p>Estate: According to stakeholder consultation, there is no land disputes occurred within the plantation area for the last 3 years. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear. HGU area of PT IIS is a government program which PT IIS Ukui is the executor of PIR-Trans Program as described in Decree from Director General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 dan No. 32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. Previously, area of PT IIS HGU and Scheme Smallholder PIR-Trans is a state land in the form of forest area that has been released in through Decree of the Minister of Forestry no. 185/Mentanhut/VII/2000 dated 3 November 2000, so it does not go through land acquisition process. Currently the company is starts to conduct replanting activities, dissemination has been done to the surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme):</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights.	
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations.</p> <p>- Major compliance –</p>	<p>Estate:</p> <p>According to stakeholder consultation, there is no land disputes occurred within the plantation area for the last 3 years. The plantation was developed along with the scheme smallholder surrounding the plantation. There was no land compensation since area designation was clean and clear. HGU area of PT IIS is a government program which PT IIS Ukui is the executor of PIR-Trans Program as described in Decree from Director General of Plantation No. 31/KB.210/SK/DJ.Bun/6/1987 dated 27 June 1987 dan No. 32/KB.210/SK/DJ.Bun/4/90 dated 3 March 1990. Previously, area of PT IIS HGU and Scheme Smallholder PIR-Trans is a state land in the form of forest area that has been released in through Decree of the Minister of Forestry no. 185/Mentanhut/VII/2000 dated 3 November 2000, so it does not go through land acquisition process. Currently the company is starts to conduct replanting activities, dissemination has been done to the surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights.</p>	Comply
<p>Criterion 2.3 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
2.3.1	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	Estate:	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities).</p> <p>- Major compliance -</p>	<p>According to stakeholder consultation, there is no legal, customary and/or user right overlapped with area of PT IIS - Soga Estate. The surrounding of company’s plantation area is scheme smallholders oil palm area. Also, distance of this certified area are located is more than 30 km from Tesso Nilo National Park.</p> <p>Plasma UKUI (Smallholder Scheme): During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program “Transmigrasi” in early 1980’s, therefore all smallholders plots already have legal use rights.</p>	
<p>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:</p> <ul style="list-style-type: none"> a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation <p>See specific guidance 2.3.2</p> <p>- Minor compliance -</p>	<p>Estate: PT Inti Indosawit Subur – Ukui Group is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS-Soga Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme): During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program “Transmigrasi” in early 1980’s, therefore all smallholders plots already have legal use rights</p>	Comply
<p>2.3.3 Relevant information shall be available in appropriate forms and languages, including analysis of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>Estate: PT Inti Indosawit Subur – Ukui Group is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS-Soga Estate area statement documents, interview with</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
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2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>- Major compliance -</p>	<p>Estate: PT Inti Indosawit Subur – Ukui Group is not acquired any new land for oil palm plantation. The company does not restrict local peoples access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS-Soga Estate area statement documents, interview with communities and stakeholder consultation, there is no land conflict noted and/or reported between company and surrounding communities.</p> <p>Plasma UKUI (Smallholder Scheme): During field observation and interview with sample of smallholders at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no land dispute within smallholders area since the plantation developed. Smallholders land obtained based on government program "Transmigrasi" in early 1980's, therefore all smallholders plots already have legal use rights</p>	Comply
Principle 3: Commitment to long-term economic and financial viability			
Criterion 3.1			
There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	<p>A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders.</p> <p>- Major compliance-</p>	<p>PT Inti Indosawit Subur – Ukui II POM and supply bases has established Management Plan during the three-years period 2018 - 2022 to achieve economic viability and long-term financial. The management plan was approved by the top management. The parameters listed in the management plan are includes:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Land area statement (planting years, non-planted areas, i.e. HCV, conservation areas, fragile soils, enclaves) with updated location maps. - Plan for management of scheme smallholders - Quality of planting materials - Crop projection = Fresh Fruit Bunches (FFB) yield trends - Mill extraction rates = Oil Extraction Rate (OER) trends - Cost of Production = cost per tonne of Crude Palm Oil (CPO) trends - Forecast prices - Financial indicators – profitability forecast (income vs cost) - General strategy and allocation for environmental and social management <p>The achievement of the management plan is reviewed every month in the Estate Unit Report (LUK-<i>Laporan Unit Kebun</i>) and Mill Unit Report (LUP-<i>Laporan Unit Pabrik</i>) according to the current month. Reviewing of LUK and LUP was conducted for period 2018.</p> <p>Based on map of soil type “Peta Satuan Tanah PT Inti Indosawit Subur Kebun Soga” with scale 1 : 25,000, there was no peat land in Soga and Sei Lala Estate, so that there was no long term viability plan for plantation on peat.</p> <p>Company has a system to improve practices in line with new information and techniques with implementing internal control and monitoring processes, check and report the implementation of the Management Guidelines. These include independent checks of the Mill and Estates by the corporate internal audit.</p> <p>Crop Projection indicating FFB process, CPO production, palm kernel production, OER and KER. Cost of production also calculated and estimated in order to control the mill cost. Ukui II POM production are recorded monthly, quarterly and yearly then reported to management though Mill Summary Report. In order to ensure quality of CPO and PK, the company implemented quality inspection upon incoming FFB as well as FFB quality inspection from estate. FFB quality standard sets at: unripe bunch 0%; ripe bunch 89%; rotten bunch 0%; long stalk bunch 0%; and parthenocarpic <1%. CPO quality standard sets as: FFA maximum</p>	

Criterion / Indicator	Assessment Findings	Compliance																																																																																																			
	<p>5%; dirt maximum 0.05%; water content maximum 0.35%. PK quality standard sets as: dirt maximum 8%; water content maximum 8%.</p> <p>Crop Projection period 2018-2022:</p> <table border="1" data-bbox="857 523 1854 662"> <thead> <tr> <th rowspan="2">FFB Source</th> <th colspan="5">FFB Projection (Ton)</th> </tr> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>Soga Estate</td> <td>81,358.10</td> <td>76,969.10</td> <td>74,043.10</td> <td>79,309.90</td> <td>86,039.70</td> </tr> <tr> <td>Sei Lala</td> <td>81,825.10</td> <td>77,742.10</td> <td>75,020.10</td> <td>79,919.70</td> <td>86,180.30</td> </tr> <tr> <td>Ukui Plasma</td> <td>127,444.40</td> <td>123,332.29</td> <td>119,912.44</td> <td>116,315.06</td> <td>112,825.61</td> </tr> </tbody> </table> <table border="1" data-bbox="857 694 1854 885"> <thead> <tr> <th rowspan="2">Description</th> <th colspan="5">Projection (Ton)</th> </tr> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>FFB Process</td> <td>276,170.43</td> <td>278,332.29</td> <td>268,975.65</td> <td>275,544.68</td> <td>285,045.63</td> </tr> <tr> <td>CPO</td> <td>62,183.00</td> <td>59,146</td> <td>57,292</td> <td>58,415</td> <td>61,855</td> </tr> <tr> <td>OER (%)</td> <td>22.52</td> <td>21.25</td> <td>21.30</td> <td>21.20</td> <td>21.70</td> </tr> <tr> <td>Palm Kernel</td> <td>16,419.00</td> <td>14,752</td> <td>14,256</td> <td>14,604</td> <td>15,107</td> </tr> <tr> <td>KER (%)</td> <td>5.95</td> <td>5.30</td> <td>5.30</td> <td>5.30</td> <td>5.30</td> </tr> </tbody> </table> <p>Ukui Smallholder: A long term business plan for year 2018-2022 is available which incorporating the planned activity such as estimation of production and cost, fertilizer and spraying, management resources and communication, smallholder technical support programme established. The plan was documented in "<i>Rencana Managemen yang diimplementasikan untuk Keamanan</i>". Long term management plan for KUD under Ukui II POM was available, e.g. KUD Tani Subur, KUD Karya Tani and KUD Mekar Abadi.</p> <p>Based on the document, projection of production for each KUD are as follow:</p> <table border="1" data-bbox="857 1241 1787 1375"> <thead> <tr> <th rowspan="2">KUD</th> <th colspan="5">FFB projection (kg)</th> </tr> <tr> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr> <td>Tani Subur</td> <td>19,557,955</td> <td>19,744,221</td> <td>19,371,688</td> <td>19,185,422</td> <td>18,812,890</td> </tr> <tr> <td>Karya Tani</td> <td>17,748,044</td> <td>17,917,073</td> <td>17,579,015</td> <td>17,409,986</td> <td>17,071,928</td> </tr> <tr> <td>Mekar Abadi</td> <td>14,048,135</td> <td>14,181,927</td> <td>13,914,343</td> <td>13,780,551</td> <td>13,512,968</td> </tr> </tbody> </table>	FFB Source	FFB Projection (Ton)					2018	2019	2020	2021	2022	Soga Estate	81,358.10	76,969.10	74,043.10	79,309.90	86,039.70	Sei Lala	81,825.10	77,742.10	75,020.10	79,919.70	86,180.30	Ukui Plasma	127,444.40	123,332.29	119,912.44	116,315.06	112,825.61	Description	Projection (Ton)					2018	2019	2020	2021	2022	FFB Process	276,170.43	278,332.29	268,975.65	275,544.68	285,045.63	CPO	62,183.00	59,146	57,292	58,415	61,855	OER (%)	22.52	21.25	21.30	21.20	21.70	Palm Kernel	16,419.00	14,752	14,256	14,604	15,107	KER (%)	5.95	5.30	5.30	5.30	5.30	KUD	FFB projection (kg)					2018	2019	2020	2021	2022	Tani Subur	19,557,955	19,744,221	19,371,688	19,185,422	18,812,890	Karya Tani	17,748,044	17,917,073	17,579,015	17,409,986	17,071,928	Mekar Abadi	14,048,135	14,181,927	13,914,343	13,780,551	13,512,968	
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		Tani Bahagia	35,237,537	35,573,133	34,901,941	34,566,346	33,895,155																																																																	
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 – Soga Estate and Sei Lala Estate established replanting program for year 2017 - 2026 with the total area of 5,990 Ha, the replanting program is still compiled between Soga Estate and Sei Lala Estate. Annual replanting program for Soga Estate and Sei Lala Estate has been revised in 2018. Revised annual replanting program are as follows:</p> <table border="1"> <thead> <tr> <th rowspan="2">Year</th> <th colspan="2">Soga Estate</th> <th colspan="2">Sei Lala Estate</th> </tr> <tr> <th>Program</th> <th>Actual</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr><td>2017</td><td>-</td><td>-</td><td>277</td><td>277</td></tr> <tr><td>2018</td><td>-</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>2019</td><td>-</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>2020</td><td>94</td><td>-</td><td>601</td><td>-</td></tr> <tr><td>2021</td><td>-</td><td>-</td><td>618</td><td>-</td></tr> <tr><td>2022</td><td>-</td><td>-</td><td>974</td><td>-</td></tr> <tr><td>2023</td><td>589</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>2024</td><td>527</td><td>-</td><td>266</td><td>-</td></tr> <tr><td>2025</td><td>594</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>2026</td><td>652</td><td>-</td><td>65</td><td>-</td></tr> <tr><td>2027</td><td>470</td><td>-</td><td>263</td><td>-</td></tr> </tbody> </table> <p>Replanting program has been performed since 2017. There is no replanting activity in 2018 due to the high of yield in the planned replanting area.</p> <p>Based on map of soil type “Peta Satuan Tanah PT Inti Indosawit Subur Kebun Soga” with scale 1 : 25,000, there was no peat land in Soga Estate, no drainability assessment needed.</p> <p>Ukui Smallholder:</p>						Year	Soga Estate		Sei Lala Estate		Program	Actual	Program	Actual	2017	-	-	277	277	2018	-	-	-	-	2019	-	-	-	-	2020	94	-	601	-	2021	-	-	618	-	2022	-	-	974	-	2023	589	-	-	-	2024	527	-	266	-	2025	594	-	-	-	2026	652	-	65	-	2027	470	-	263	-	Comply
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		<p>Realization progress of replanting in Ukui Smallholder for 2017 is 472 Ha, and for 2018 is 538 Ha.</p>																																																																																																																																																																																																										
Principle 4: Use of appropriate best practices by growers and millers																																																																																																																																																																																																												
Criterion 4.1																																																																																																																																																																																																												
Operating procedures are appropriately documented, consistently implemented and monitored.																																																																																																																																																																																																												
4.1.1	Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for	Soga Estate and Sei Lala Estate has documented and implemented procedures for oil palm plantation from land preparation up to replanting, documented in Agricultural Policy manual, as									Comply																																																																																																																																																																																																	

Criterion / Indicator	Assessment Findings	Compliance
<p>mills (reception of FFB to dispatch of CPO and PKO) shall be available.</p> <p>- Major compliance -</p>	<p>follow:</p> <ol style="list-style-type: none"> 1. SOP AA-APM-OP-1100.01-R4 dated 5 September 2016: <i>Pembibitan</i> (Nursery). 2. SOP AA-APM-OP-1100.02-R3 dated 10 June 2015: <i>Penanaman Areal Baru</i> (New Planting). 3. SOP AA-APM-OP-1100.03-R2 dated 24 July 2015: <i>Pembuatan dan Perawatan Jalan dan Jembatan</i> (Road and Bridge construction and maintenance); 4. SOP AA-APM-OP-1100.04-R3 dated 7 Decmeber 2015: <i>Pembuatan dan Pemeliharaan Parit</i> (Drainage Construction and Maintenance). 5. SOP AA-APM-OP-1100.05-R3 dated 23 November 2016: <i>Konservasi Tanah dan Air</i> (Soil & Water Conservation). 6. SOP AA-APM-OP-1100.06-R6 dated 16 February 2017: <i>Menanam kacang</i> (Planting cover crops). 7. SOP AA-APM-OP-1100.07-R6 dated 16 February 2017: <i>Menanam Kelapa Sawit</i> (Planting Oil Palms). 8. SOP AA-APM-OP-1100.08-R6 dated 11 May 2016: <i>Pengendalian Gulma</i> (Weed control). 9. SOP AA-APM-OP-1100.09. R5 dated 5 September 2016: <i>Pemupukan</i> (Fertilizer application). 10. SOP AA-APM-OP-1100.10. R6 dated 23 November 2016: <i>Pengendalian Hama dan Penyakit</i> (Pests & Disease Control). 11. SOP AA-APM-OP-1100.11. R1 dated 1 February 2009: <i>Pestisida dan Pengendaliannya</i> (Pesticide Handling). 12. SOP AA-APM-OP-1100.12. R3 dated 23 November 2016: <i>Kastrasi</i> (Palm castration) explain cutting all generative product (mal flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested. 13. SOP AA-APM-OP-1100.13. R3 dated 4 March 2016: <i>Tunas Pokok</i> for (Pruning). 14. SOP AA-APM-OP-1100.14. R3 dated 16 February 2017: <i>Sensus dan Identifikasi Pokok</i> (Census and Palm Identification). 15. SOP AA-APM-OP-1100.15. R2 dated 1 October 2010: <i>Sensus Produksi</i> (Production Census). 16. SOP AA-APM-OP-1100.16. R1 dated 1 February 2009: <i>Konsolidasi Pohon Tumbang</i> (Provision of Support to Fallen Palm). 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>17. SOP AA-APM-OP-1100.17. R1 dated 23 October 2014: <i>Pengelolaan Air</i> (Water Management).</p> <p>18. SOP AA-APM-OP-1100.18.R3 dated 20 April 2015: <i>Potong Buah</i> (Harvesting).</p> <p>19. SOP AA-APM-OP-1100.19.R1 dated 1 February 2009: <i>Pengelolaan Transport</i> (FFB Transport).</p> <p>20. SOP AA-APM-OP-1100.20-R6 dated 16 February 2017: Replanting.</p> <p>Ukui 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:</p> <ol style="list-style-type: none"> 1. SOP AA-MPM-OP-1400.02.R2 dated 1 September 2011: <i>Stasiun Penerimaan</i> for FFB Receiving Station; 2. SOP AA-MPM-OP-1400.03.R1 dated 1 February 2009: <i>Stasiun Rebusan</i> for Sterilizer; 3. SOP AA-MPM-OP-1400.04.R1 dated 1 February 2009: <i>Stasiun Pemisahan Berondolan</i> for Loose Fruit Separation; 4. SOP AA-MPM-OP-1400.05-R1 dated 1 February 2009: <i>Stasiun Pengadukan dan Pengempaan</i> for Pressing Station; 5. SOP AA-MPM-OP-1400.06-R1 dated 1 February 2009: <i>Stasiun Pemurnian</i> for Clarification; 6. SOP AA-MPM-OP-1400.07-R1 dated 1 February 2009: <i>Stasiun Pemisahan Nut dan Fiber</i> for Nut and Fiber Separation; 7. SOP AA-MPM-OP-1400.08-R1 dated 1 February 2009: <i>Stasiun Kernel</i> for Kernel Station; 8. SOP AA-MPM-OP-1400.09-R1 dated 1 February 2009: <i>Stasiun Boiler</i>; 9. SOP AA-MPM-OP-1400.10-R1 dated 1 February 2009: <i>Stasiun Engine Room</i>; 10. SOP AA-MPM-OP-1400.11-R1 dated 1 February 2009: <i>Stasiun Water Treatment</i>; 11. SOP AA-MPM-OP-1400.12-R1 dated 1 February 2009: <i>Laboratorium</i>; 12. SOP AA-MPM-OP-1400.13-R1 dated 1 February 2009: <i>Stasiun Pengelolaan Limbah</i> for Palm Oil Mill Effluent Treatment; 13. SOP AA-MPM-OP-1400.14-R2 dated 1 September 2011: <i>Stasiun Penimbunan dan Pengiriman CPO dan Kernel</i> for CPO and PK Bulking and Despatch Operation; 14. SOP AA-MPM-OP-1400.15-R1 dated 1 February 2009: <i>Perawatan</i> for Preventive Maintenance; 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>15. SOP AA-MPM-OP-1400.19.R2 dated 1 September 2011: <i>Manajemen dan Metode Menghitung Emisi Gas Rumah Kaca (GHG)</i></p> <p>16. SOP AA-MPM-OP-1400.18-R4 Book Keeping</p> <p>17. AA-MPM-OP-1400.17-R6 Traceability</p> <p>The mill operational procedures explains the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements.</p> <p>Ukui Smallholder: Kebun Plasma Ukui has documented SOP as guidance for best agriculture practices and best management practices. The SOP was following the procedure of PT Inti Indosawit Subur. The procedure were sighted, for example:</p> <ol style="list-style-type: none"> 1. SOP AA-Plasma-PP-KS-01 dated 1 September 2011: <i>Pembibitan</i> - Procedure of Nursery. 2. SOP AA-Plasma-PP-KS-02 dated 1 September 2011: <i>Pengendalian Hama dan Penyakit</i> - Procedure of Pest and Disease Control. 3. SOP AA-Plasma-PP-KS-03 dated 1 September 2011: <i>Pemupukan</i> - Procedure of Fertilizing. 4. SOP AA-Plasma-PP-KS-04 dated 1 September 2011: <i>Potong Buah</i> - Procedure of Harvesting. 5. SOP 007/ DOK/SOP/AA2016: Procedure of Internal Communication Group Certification. 6. SOP 013/DOK/SOP/AA/2016: Procedure of Assessment and Inspection Member Group Plantation. 7. SOP 020/DOK/SOP/AA/2016: FFB Sale Mechanism. <p>Ukui Smallholder has determined training programme for Best management practice, and documented in "<i>Program Pelatihan Bagi Kelembagaan Petani</i>". Program and Realization of training has been documented, e.g. as follows:</p> <ul style="list-style-type: none"> - RSPO P&C; Program: 10 July 2018; Realization: 8 June 2018; Attended by 84 participants. 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Basic Safety (Personal Protective Equipment); Program: 9 August 2018; Realization: 25 September 2018; Attended by 41 participants. - HCV, Amdal and Water and Soil Conservation; Program: 10 April 2018; Realization: 6 December 2018; Attended by 62 participants. - Basic Safety (Occupational Helath and Safety); Program: 12 September 2018; Realization: 25 September 2018; Attended by 41 participants. - First Aid; Program: 10 October 2018; Realization: 25 September 2018; Attended by 41 participants. - Basic Fire; Program: 20 February 2018; Realization: 27 February 2018; Attended by 92 participants. - Limited Pesticide Uses; Program: 9 May 2018; Realization: 14 March 2018; Attended by 81 participants. - Weed Control; Program: 19 July 2018; Realization: 28 July 2018; Attended by 69 participants. - Fertilzer; Program: 19 July 2018; Realization: 28 July 2018; Attended by 69 participants. - Integrated Pest Management; Program: 19 July 2018; Realization: 28 July 2018; Attended by 69 participants. - Harvesting; Program: 9 August 2018; Realization: 31 January 2018; Attended by 35 participants. <p>To ensure the SOP implementation, Smallholder Manager has determined the mechanism which described in SOP No. 028/DOK/SOP/AA/2016 - Internal Inspection. All smallholder member was follow the SOP which established by Ukui Smallholder management.</p>	
4.1.2	<p>Checking or monitoring of operations procedures is conducted at least once a year.</p> <ul style="list-style-type: none"> - Minor compliance - <p>PT Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 dated 1 March 2013. The procedure stating internal audit of 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 latest RSPO internal audit was done in 3-6 September 2018.</p> <p>To checking and monitoring of operations procedures, PT Inti Indosawit Subur has conducted any others internal audit and visit both in estate and mill:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - R&D P&D Visit Report, conducted once a year to check and monitoring the implementation of Agronomy best management practices particularly for pest and disease control and plant upkeep. Last visit performed in Soga Estate on 20-21 March 2018 by Daniel Erikson H., based on report No. KSA/R&D-P&D/01-2018. During visit found that leaf eater caterpillar attack is still under control, although there were found <i>Setora nitens</i> 1-2 larva/plant at Block E17a and E17b which bordering with Block D89d and E89a. Recommendation: Control at Block E17a and E17b would be enough with handpicking during census; planting hosplant is still carried out and will be done in June 2018. - R&D Agronomic Visit Report, conducted once a year to check and monitoring the implementation of Agronomy best management practices. Last visit performed in Soga Estate on 7-9 May 2018 by Martiadi Kurniawan, based on report No. KSA/R&D-AGRO/01-2018. During visit found that plant growth were good, generally plant canopy categorized as normal; some characteristic of Boron deficiency were found, e.g. Crinckled Leaf, Hooked Leaf and Bilnd Leaf, in spots distribution such as at Block B97c, B98c, C98a, C98b and C98c. Recommendation: EFB application to be prioritized at Afdeling III; symptoms of Crinckled Leaf, Hooked Leaf and Bilnd Leaf were light Boron deficiency symptoms, however it will be taken into consideration in the next fertilizer recommendation with still referring to leaf nutrition status. - Visit Advisor (VA) conducted once a year to check and monitoring the implementation of best agriculture practices. Last visit in Soga Estate performed on 26-29 June 2018 by Sinnaiha G., based on report KSA/VA/FULL 1-18. Number of issues and recommendation were made, e.g.: <ul style="list-style-type: none"> ✓ Found circle covered by Assystasia. Recommendation: In area which dominated by Assystasia must be control by Spraying Assystasia 45 days after Spraying Circle and follow up after 25 days for 3 rounds. ✓ At interrows found Clydemia that flowering and have not been sprayed. Recommendation: Area which dominated by Clydemia must be sprayed using Metil Metsulfuron at first round and followed up after 30 days using Triclophir. 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> ✓ Found Block which has not been applied with EFB whilst it should be, e.g. Block A96a and B97e. Recommendation: Make EFB application program according to EFB produced by Ukui II POM. - Visit Engineering (VE) performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 1-4 October 2018 by TCJ Thomas based on report No. PUD-VE-FULL 01-2018. All issue found during visit has been addressed and solved by Ukui II POM. For example: <ul style="list-style-type: none"> ✓ Sterilizer 4 – poor quality anti corrosion paint: Anti corrosion paint used in the Sterilizer is of substandard quality resulting in the paint fading within a month of repainting. Recommendation: Corrosion protection is critical for sterilizers and cannot be compromised using substandard anti corrosion paints. ✓ Sludge centrifuge – damage to bowl caused by use of non standard nozzle holder nuts: Use of non standard nuzzle holder nuts has resulted in major damage to the Nozzle Holder attachment on the Star Bowl of the Sludge Centrifuges and required expensive repairs and prolonged machine downtime. - Process and Quality Control visit performed annually to check the quality parameter of mill process and mill production (CPO and PK standard quality), loses, FFB quality, sterilizer pressure, process temperature, unstriped bunches, raw water treatment plant, laboratory. Last Process and QC visit performed on 10-15 September 2018 by Tri Lasmono based on Report No. PUD/R&D-P&QC/01-18. Summary of P&QC visit for examples: <ul style="list-style-type: none"> ✓ FFB received by Ukui II POM are coming from Soga Estate and Ukui Smallholder with comparison 56.53% : 43.47%. average FFB received are 1,016 ton per day (during visit). Recommendation: Harvesting density taking of own estate and scheme smallholder shall routinely conducted, and the result shall be communicated to estate, therefore FFB quality can be maintained. For smallholder, harvesting density taking shall be done according to the SOP where all category are taken, and not focusing on loosefruit and waste. ✓ Sterilizer: there was leakage at sterilizer condensate valve. Recommendation: 	

Criterion / Indicator	Assessment Findings	Compliance												
	<p>Sterilizer pressure shall be maintained at range 2.80 – 3.00 bar.</p> <ul style="list-style-type: none"> ✓ Raw Water Treatment: Chemical addition was not in accordance to dosage of jar test result, it caused by raw meter pump capacity and chemical pump used to count capacity, not to count actual. Recommendation: pump calibration shall be consulted routinely therefore operator can give accurate dosage; chemical addition shall be in accordance with jar test and actual pump calibration. <p>Ukui Smallholder: Regular field inspection to monitor the SOP implementation has been carried out by Ukui Smallholder management. Record monitoring verified for example:</p> <ul style="list-style-type: none"> - RSPO Internal Audit to Kebun Plasma Ukui carried out on 12-14 November 2018 integrated with ISCC and ISPO standard. Several non-conformities were found, resulting Action Plan: updating evaluation of legal compliance; Create SHM (land tittle) recapitulation and monitoring of Kavling ownership; Carried out dissemination regading practice to minimize erosion and soil degradation; to complete content of first aid box and updating response of information, aid and complaint logbook. - Visit Report by Head of Smallholder dated 1 November 2018, resulting Action Plan: Increase supervision of Assisstant and Mandor in field; Create complete and detail datarelated field profile, especially near housing; Monitoring of FFB Delivery Note; Give sanction to farmer group which mix Smallholder FFB with outside FFB; Identification of harvester who cut unripe bunch; Dissemination of FFB quality and formation of loose fruit picker team to KUD and KT and implementation of loose fruit premium. - "Pemeriksaan TBS di TPH" contain information of FFB quality inspection in member plantation on harvesting process. Records for each month inspection were available, e.g. period todate November 2018 for all smallholder under Ukui II POM: <table border="1" data-bbox="907 1236 1406 1340"> <thead> <tr> <th>Afd</th> <th>Total bunch</th> <th>Unripe</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>V</td> <td>2,371,730</td> <td>126,914</td> <td>5.35</td> </tr> <tr> <td>VI</td> <td>2,397,551</td> <td>81,115</td> <td>3.38</td> </tr> </tbody> </table>	Afd	Total bunch	Unripe	%	V	2,371,730	126,914	5.35	VI	2,397,551	81,115	3.38	
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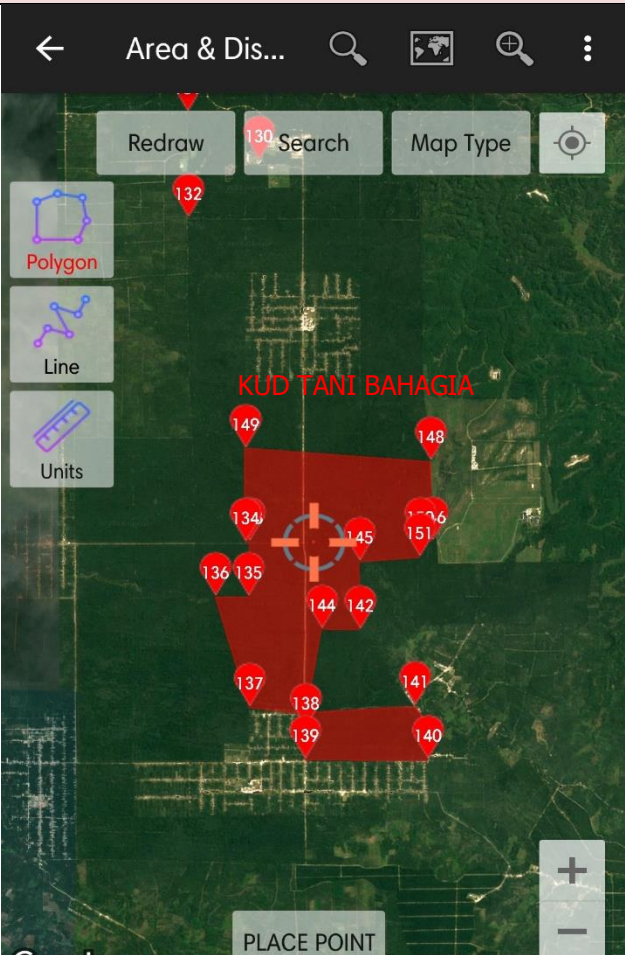
Criterion / Indicator		Assessment Findings	Compliance												
		<p>- "Pemeriksaan TBS di PMKS" contains information of FFB quality inspection and field inspection. Record verified for todate November 2018 for all smallholder under Ukui II POM:</p> <table border="1"> <thead> <tr> <th>Afd</th> <th>Total bunch</th> <th>Unripe</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>V</td> <td>447,495</td> <td>363</td> <td>0.08</td> </tr> <tr> <td>VI</td> <td>559,397</td> <td>349</td> <td>0.06</td> </tr> </tbody> </table> <p>Based on field visit to Smallholder Plot at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, it was verified that palm circle are in good condition. Plots owner are obligate to monitor harvesting activity and help harvester to collect loosefruit. There are no significant amount of loosefruit left during field visit.</p>	Afd	Total bunch	Unripe	%	V	447,495	363	0.08	VI	559,397	349	0.06	
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4.1.3	<p>Records of monitoring and any follow-up actions shall be available.</p> <p>- Minor compliance -</p>	<p>Records of monitoring and any follow up actions related to monitoring of operation procedures can be demonstrated during audit, such as:</p> <ul style="list-style-type: none"> - RSPO internal audit, which done in 3 – 5 September 2018 in Soga Estate and Ukui II Palm Oil Mill. Audit resulting 3 Non Conformities in Soga Estate regarding information request and its responds, whilst in Ukui II POM there were 2 non-conformities regarding stakeholder list and respond of information request. Corrective action has been planned and implemented to address issues found during audit. - R&D P&D Visit Report Soga Estate KSA/R&D-P&D/01-2018 date of visit 20-21 March 2018 by Daniel Erikson H. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - R&D Agronomic Visit Report Soga Estate KSA/R&D-AGRO/01-2018 date of visit 7-9 May 2018 by Martiadi Kurniawan. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Visit Agronomy Report KSA/VA/FULL 01-18 by Sinnaiha G., dated 26-29 June 2018 in Soga Estate. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. 	Comply												

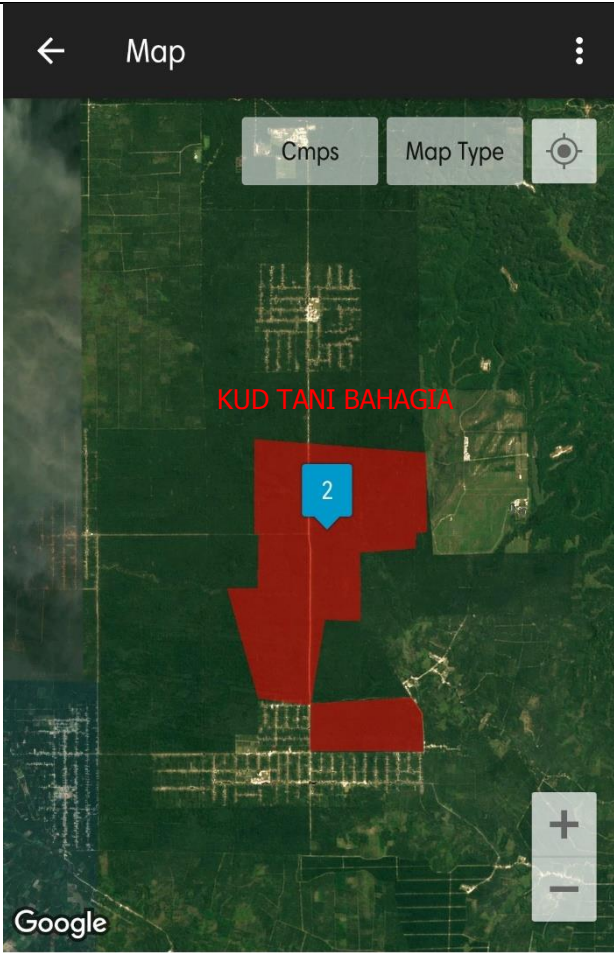
Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Production Performance report, explained the FFB production performance and evaluation as well as determined production target for next year. Evaluation FFB production each block to date November 2018 can be demonstrated. - Mandor logbook, contain information of daily work monitoring covering: harvesting, spraying, fertilizing, pest and disease cencus, road and infrastructure maintenance, and others. During audit verified sample of Soga Estate. - Visit Engineering report No.PUD-VE-FULL 01-18 dated 1-4 October 2018 by TCJ Thomas. All issue found during visit has ben addressed by Ukui II POM management as described in 4.1.2, e.g.: <ul style="list-style-type: none"> • Sterilizer 4 – poor quality anti corrosion paint: Anti corrosion paint used in the Sterilizer is of substandard quality resulting in the paint fading within a month of repainting. Recommendation: Corrosion protection is critical for sterilizers and cannot be compromised using substandard anti corrosion paints. • Sludge centrifuge – damage to bowl caused by use of non standard nozzle holder nuts: Use of non standard nuzzle holder nuts has resulted in major damage to the Nozzle Holder attachment on the Star Bowl of the Sludge Centrifuges and required expensive repairs and prolonged machine downtime. - Process and QC R&D visit report No. PUD/R&D-P&QC/01-18, visit dated 10-15 september 2018 by Tri Lasmono. There were 9 issues found during visit related to FFB quality, process control, resources, spare parts and product quality. All issues found during visit has been addressed by Ukui II POM. - Daily Report Ukui II POM under Laporan Harian Pabrik, verified report dated 17 December 2018; contain information covering FFB receiving, FFB process: gross and net FFB processed, FFB stock, shift hour, process hour, press hour, press capacity, sterilizer process, Utility factor commercial and capacity, CPO and PK production, CPO and PK extraction rate, CPO and PK quality. Process performance evaluated each day by mill manager and some corrective action to address some issue has been developed by Ukui II POM. 	

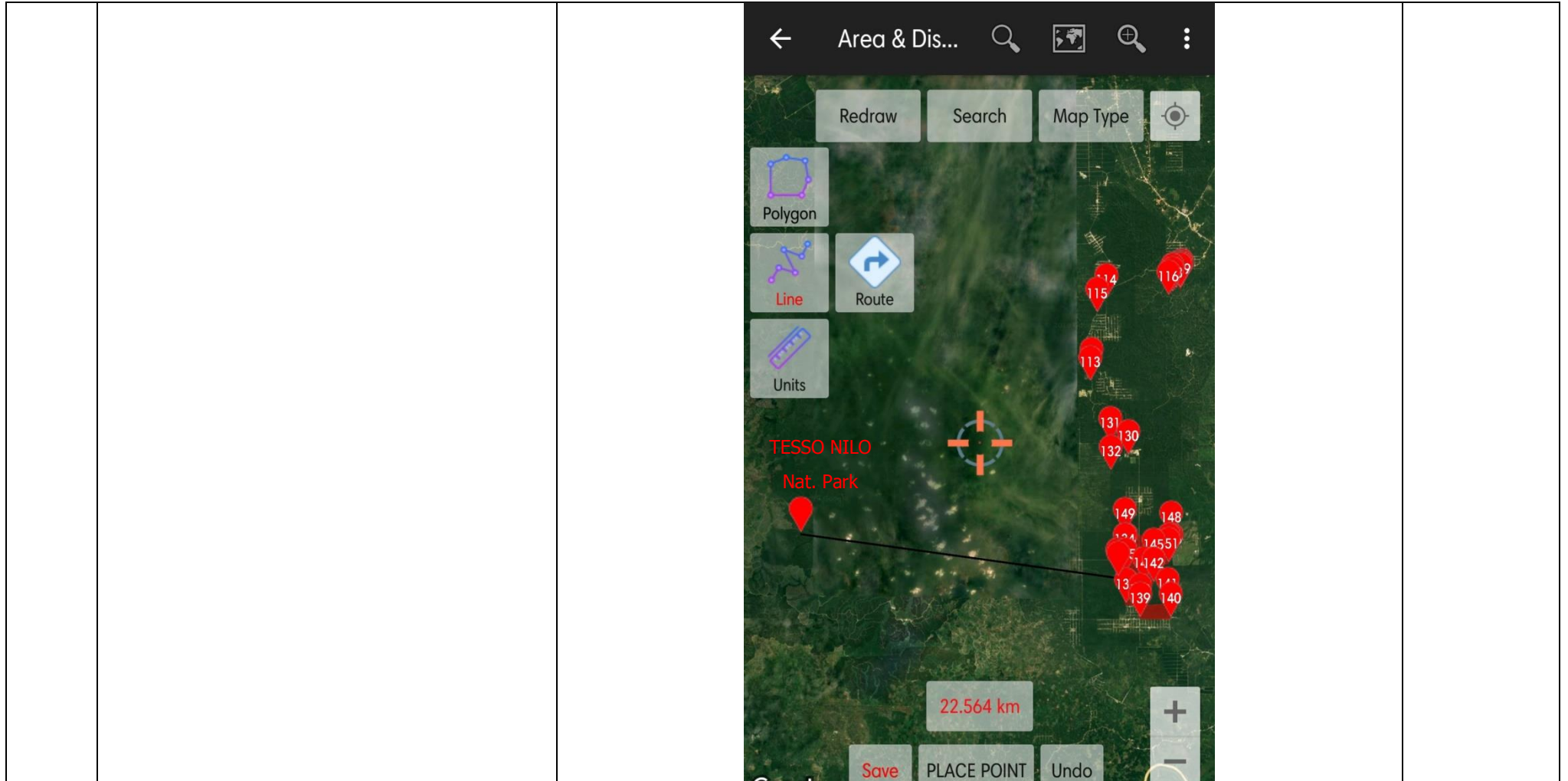
Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - The Palm Oil Mill has two Weighbridge that has been calibrated by related agency based on "Surat Keterangan Hasil Pengujian" issued by "Unit Pelaksana Teknis Metrologi Legal Dinas Koperasi Usaha Kecil dan Menengah Perindustrian dan Perdagangan kabupaten Pelalawan", No.510.3/UPTMET/SKHP/2018/MASS/056 dated 16 May 2018. For weighbridge Avery Weigh Tronix Model J311/E1205 serial number 170350331, capacity 50 ton, valid until 11 May 2019. Other weighbridge certificate No.700/DPP/UPTD.1.2/1124/X/2018 dated 5 October 2018 issued by "UPTD Metrologi Legal & Pengawasan Kemetrologian Dinas Perdagangan dan Perindustrian Pemerintah Kota Pekanbaru". For weighbridge Avery Weigh Tronix Model E1205 serial number 1634500129, capacity 50 ton, valid until 3 October 2019. - Ukui II POM has three storage tank with capacity Tank #1: 500 MT, Tank #2: 2000 MT, and Tank #3: 2000 MT. All Storage Tank uses for CSPO. Volume table of storage tanks have been approved according to Act No.2/1981 regarding Legal Metrology by "UPT Metrologi, Dinas Perindustrian dan Perdagangan Provinsi Riau". Cleaning of Storage Tank have been done by Ukui II POM evident by "Berita Acara Pengosongan/Pencucian Tanki", e.g. Storage Tank #1 on 4 November 2017 based on Minutes no. 007/MI-PUD/MEMO/11/17; Storage Tank #2 on 7 April 2018 based on Minutes no. 007/MI-PUD/MEMO/04/18. - Productions data are recorded in daily basis under "Laporan Harian Pabrik" then recapitulated in monthly basis under Mill Operation Summary. The record consist of FFB received (sustainable), FFB processed, processing hours, processing capacity, throughput, CPO and PK production, extraction rates, grading results, water consume, CPO and PK delivery, and ens stock. - For maintenance activity, Ukui II POM has daily, monthly and annual maintenance program. Annual Maintenance activity in Ukui II POM programmed under "Program Major Maintenance Tahun 2018 PMKS Ukui Dua (PUD)", Progress CAPEX 2018, and Preventive Maintenance by Workshop. Consist maintenance program for Threshing, Loading Ramp, Klarifikasi, Press, Kernel and Power. 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>- Logsheets of each station are available, e.g. Press, Sterilizer, Turbin, Backhoe Loader, Klarifikasi, Bunch Press, Boiler, Loading Ramp, Kernel, Trippler and Water Treatment. Logsheets content consist of starting hour, end hour, pressure, volume, hour meter, ampere and temperature. Based on logsheet verification, noted that all processes are running based on standard.</p> <p>Ukui Smallholder: The internal audit to Kebun Plasma Ukui conducted on 12-14 November 2018 integrated with ISCC and ISPO standard to check standard implementation. Several non-conformities were found, resulting Action Plan: updating evaluation of legal compliance; Create SHM (land title) recapitulation and monitoring of Kavling ownership; Carried out dissemination regarding practice to minimize erosion and soil degradation; to complete content of first aid box and updating response of information, aid and complaint logbook. Internal audit report and its follow up action are available. The records of monitoring and any actions taken were maintained and available, as appropriate, at Kebun Plasma Ukui Office and each KUD.</p> <p>The Smallholder Manager monitored record keeping which indicates that what needs to be included in the Farmer Folder especially on:</p> <ul style="list-style-type: none"> - Training record - Membership contract - Land ownership doc - Map - License - Fertilizer and yield records. - Internal audit document <p>The records of monitoring and any actions taken were maintained and available, as appropriate, at Kebun Plasma Ukui Office and each KUD.</p>	

Criterion / Indicator		Assessment Findings	Compliance
4.1.4	<p>Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui II POM has a policy related to purchase of non-certified FFB under “Kebijakan Perusahaan”, dated 1 December 2014. Point 17 stated <i>“Melakukan komunikasi dan evaluasi kepada pihak ketiga terkait asal penerimaan TBS dari lahan yang 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”</i> – 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>UKUI-2 POM is implementing supply chain model of Identity Preserve, whereas all FFBs processed in this mill are sourced from Certified area. Supply base of Ukui-2 Mill are Soga Estate, Ukui Estate Division 5 and 6 smallholders.</p> <p>According to information from NGOs during stakeholder consultation that Tani Bahagia Cooperative is located in Tesso Nilo National Park. Then, auditor response this issue and ground check by using GPS UTM Geo application to the sample of Tani Bahagia Cooperative. Whole corner points of the Tani Bahagia Cooperative are pointed with GPS coordinate, the result as follow:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
		

		 <p>Kulim Jaya, Lubuk Batu Jaya, Indragiri Hulu Regency, Riau, Indonesia</p>		
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Criterion / Indicator		Assessment Findings	Compliance
		Based on field check, pointing the GPS coordinates, interview with smallholders and relevant authority of KUD Tani Bahagia, it is concludes that KUD Tani Bahagia are not located within Tesso Nilo National Park. This cooperative is smallholders scheme partnership with PT. Inti Indosawit Subut since 1980's government program "PIR-TRANS". Whole area of KUD Tani Bahagia is legal.	
Criterion 4.2			
Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.			
4.2.1	<p>A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Soga Estate has procedures to maintain soil fertility. The procedures comprise of fertilizer application and cover crop planting. Leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and serve as source for fertilizer recommendation. Latest leaf analysis sampling was done in March-April 2018 based on Foliar Analysis Record. Fertilizer application (anorganic, compost, POME application, empty fruit bunch) follows fertilizer recommendation.</p> <p>Soil analysis is conducted once every 7 years according to the oil palm age. The last Report of Soil Analysis issued on 6 August 2016, conducted by Reseach and Development PT Nusa Pusaka Kencana Analytical and QC Laboratory. Whilst for immature plant using fertilizer recommendation from fertilization procedure based on plant age and record on procedure no. AA-APM-OP-11.00.09-R dated 12 June 2017. Fertilizer recommendation 2018 Soga Estate approved by Head R&D Laboratory ASIAN AGRI Group.</p> <p>Fertilizer input were described on 4.2.2 and Leaf and soil analysis described in 4.2.3.</p> <p>Ukui Smallholder: Kebun Plasma Ukui has established SOP AA-Plasma-PP-KS-03 dated 1 September 2011: <i>Pemupukan</i> - Procedure of Fertilizing. Kebun Plasma Ukui management has regulated that the basis of fertilizer dosage determination is based on leaf sampling analysis conducted</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance																								
	<p>annually and soil analysis. Last leaf sample analysis carried out in October 2017. Last soil samples analysis was taken in January-February 2018.</p> <p>Sample seen:</p> <ul style="list-style-type: none"> - Foliar Analysis Report Kebun Plasma Ukui Afd VI; Result sample: Lab. Ref.: 17L07469; No. Block: 225; Year: 1993; Frond: 17; Major Element: Ash: 6.38%, N: 2.53%, P: 0.163%, K: 1.03%, Mg: 0.20%, Ca: 0.56%; Minor Element: B: 12 ppm. - "Hasil Analisa Tanah PT Inti Indosawit Subur – Kebun Plasma Ukui"; Lab no. 13S3127; sample code: SP 1A; Coarse Sand: 39%; Fine sand: 27%; Silt: 14%; Clay: 20%; Class Texture: SL; pH H₂O: 4.92; pH KCl: 4.01; N: 0.11%; Organic C: 2.03%; K: 0.06 meq/100 g soil; Ca: 0.27 meq/100 g soil and Mg: 0.13 meq/100 g soil. <p>Fertilizer recommendation "Daftar Jenis dan Volume Pupuk yang disalurkan Kepada Petani".</p>																									
<p>4.2.2 Records of fertilizer inputs shall be available. - Minor compliance -</p>	<p>Fertilizer recommendation and fertilizer application records are maintained. Fertilizer application 2018 is available in "<i>Rekapitulasi Pemupukan Kelapa Sawit</i>". Detail records of fertilizer applied in 2018 are as follows:</p> <table border="1" data-bbox="952 893 1668 1204"> <thead> <tr> <th>Fertilizer Type</th> <th>Recommendation (ton)</th> <th>Realization (ton)</th> </tr> </thead> <tbody> <tr> <td>ZA</td> <td>2,030.26</td> <td>2,030.26</td> </tr> <tr> <td>MOP</td> <td>1,245.99</td> <td>1,245.99</td> </tr> <tr> <td>Rock Phosphate</td> <td>521.98</td> <td>521.98</td> </tr> <tr> <td>Kieserite</td> <td>248.68</td> <td>248.68</td> </tr> <tr> <td>Dolomite</td> <td>607.76</td> <td>607.76</td> </tr> <tr> <td>HGFB</td> <td>4.52</td> <td>4.52</td> </tr> <tr> <td>CuSO₄</td> <td>16.23</td> <td>16.23</td> </tr> </tbody> </table> <p>Ukui Smallholder: Fertilizer recommendation and fertilizer application records are maintained. Fertilizer recommendation 2018 is available in "Daftar Jenis dan Volume Pupuk yang disalurkan Kepada Petani". Fertilizer application records 2018 are available in "Rekap Pemakaian Pupuk Kebun Plasma Ukui Tahun 2018". Detail records were available per KUD, e.g.:</p>	Fertilizer Type	Recommendation (ton)	Realization (ton)	ZA	2,030.26	2,030.26	MOP	1,245.99	1,245.99	Rock Phosphate	521.98	521.98	Kieserite	248.68	248.68	Dolomite	607.76	607.76	HGFB	4.52	4.52	CuSO ₄	16.23	16.23	<p>Comply</p>
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		<table border="1"> <tr> <td>HGFB</td> <td>3,850</td> <td>3,850</td> </tr> </table> <p>Handover of fertilizer from PT Inti Indosawit Subur to KUD were evident under "Berita Acara Pengambilan Pupuk". Evidence seen:</p> <ul style="list-style-type: none"> - "BA Pengambilan Pupuk" dated 2 June 2018, handover from PT Inti Indosawit Subur to KUD Sumber Makmur of fertilizer ZA, quantity 207,850 kg (4,157 sacks). - "BA Pengambilan Pupuk" dated 6 June 2018, handover from PT Inti Indosawit Subur to KUD Bukit Potalo of fertilizer ZA, quantity 98,800 kg (1,976 sacks). - "BA Pengambilan Pupuk" dated 7 June 2018, handover from PT Inti Indosawit Subur to KUD Tani Subur of fertilizer ZA, quantity 164,100 kg (3,282 sacks). 	HGFB	3,850	3,850	
HGFB	3,850	3,850				
4.2.3	<p>Records of periodical leaf, soil and visual analysis shall be available.</p> <p>- Minor compliance -</p>	<p>Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical & QC Laboratory. The latest leaf sampling analysis carried out in March-April 2018, and foliar analysis report issued on 27 April 2018 and 25 May 2018, further taken to shape fertilizer recommendation 2019 of Soga and Sei Lala Estate.</p> <p>Record seen: Foliar Analysis Report dated 27 April 2018, Ref Order: 43/LSU-AGR/04/2018 for Soga Estate, number of samples 29 samples, date received 9 April 2018. Sample of result: Lab. Ref. No. 18L05652; Block: A96A; Year: 1996; Frond: 17; Major Element: Ash: 7.04%, N: 2.53%, P: 0.168, K: 1.08%, Mg: 0.24%, Ca: 0.69%, and Minor Element B: 17 ppm and Cu: 3 ppm.</p> <p>Record seen: Foliar Analysis Report dated 25 May 2018, Ref Order: 80/LSU-AGR/05/2018 for Soga Estate Afdeling III, number of samples 24, date received 4 May 2018. Sample of result: Lab. Ref. No. 18L07494; Block: C98A; Year: 1998; Frond: 17; Major Element: Ash: 6.78%, N: 2.52%, P: 0.173, K: 1.00%, Mg: 0.24%, Ca: 0.66%, and Minor Element B: 11 ppm and Cu: 3 ppm.</p> <p>Soil analysis produced in form of Soil Analysis Report, e.g. dated 6 August 2018 for PT Inti Indosawit Subur Kebun Soga Ref No.030/RD-INT/S/AGT/16, number of samples 45 samples. Based on Ref order 25/SOIL SURVEY/06/16, dated 6 June 2016. Result sample for Lab. Ref.</p>	Comply			

Criterion / Indicator	Assessment Findings	Compliance
	<p>No 16S2609; Block No. Profil P.1 KSA; Depth 0-3 cm; Particle size: Coarse sand: 61%, Fine sand: 21%, Silt: 4%, Clay: 14%, N: 0.26%, Organic C: 4.80%, CEC: 10.58, Ca: 2.70, Mg: 1.55, K: 0.14, pH H2O: 5.06, KCl: 4.89; Lab. Ref. No 16S2610; Block No. Profil P.1 KSA; Depth 13-40 cm; Particle size: Coarse sand: 71%, Fine sand: 11%, Silt: 7%, Clay: 11%, N: 0.07%, Organic C: 0.31%, CEC: 2.71, Ca: 0.13, Mg: 0.05, K: 0.03, pH H2O: 5.57, KCl: 5.00.</p> <p>Ukui Smallholder: Kebun Plasma Ukui Management has regulated that the basis of fertilizer dosage determination is based on leaf analysis that conducted annually. Leaf samples were taken last period of 2017 in October 2017 for fertilizer recommendations period 2018. Last soil samples analysis was taken in January-February 2018.</p> <p>Sample seen:</p> <ul style="list-style-type: none"> - Foliar Analysis Report Kebun Plasma Ukui Afd VI; Result sample: Lab. Ref.: 17L07469; No. Block: 225; Year: 1993; Frond: 17; Major Element: Ash: 6.38%, N: 2.53%, P: 0.163%, K: 1.03%, Mg: 0.20%, Ca: 0.56%; Minor Element: B: 12 ppm. - "Hasil Analisa Tanah PT Inti Indosawit Subur – Kebun Plasma Ukui"; Lab no. 13S3127; sample code: SP 1A; Coarse Sand: 39%; Fine sand: 27%; Silt: 14%; Clay: 20%; Class Texture: SL; pH H₂O: 4.92; pH KCl: 4.01; N: 0.11%; Organic C: 2.03%; K: 0.06 meq/100 g soil; Ca: 0.27 meq/100 g soil and Mg: 0.13 meq/100 g soil. - Fertilizer recommendation "Daftar Jenis dan Volume Pupuk yang disalurkan Kepada Petani". 	
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>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Permit of Land Application was based on Decree of Pelalawan Regent No. Kpts.660/BLH/783/2014 dated 10 September 2009 regarding "Izin Pemanfaatan Air Limbah Industri Kelapa Sawit pada Tanah Perkebunan Kelapa Sawit PT Inti Indosawit Subur Ukui II", described permit for uses of palm oil mill effluent in plantation area. Permit covers 630 Ha and maximum BOP 5000 ppm.</p> <p>Based on report of Program and Realization of EFB in 2018, there is application in Soga Estate. Total EFB application program in 2018 is 70,468 ton, total EFB applied up to November 2018 is 39,612 ton. Blocks applied EFB are Afdeling I: A96a, A96c, A96d; Afdeling II: B97e, B98a, B98b, B98e; Afdeling III: C98g, C98h, C98i, C98j; Afdeling IV: D91a, D91f; Afdeling V: E10a, E89g, E89h, E89f; Immature: E17a, E17b, E17c, E17d, E17e, E17f, E17g, E17h, E17i, and E17j.</p> <p>Ukui Smallholder: Not applicable, as the smallholder did not apply any EFB or POME from the mill.</p>	
<p>Criterion 4.3 Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>PT IIS – Soga Estate/Sei Lala Estate is able to demonstrate soil map in "Peta Satuan Tanah" with scale 1:25,000, from the semi detail soil analysis report. From the report known the limiting factors are topography, poor drainage. The soil map indicating the soil type, slope, drainage level, and limiting factors – in order to determine the land suitability at each soil complex. Based on semi-detail soil survey map and field visit – there is 153 Ha area with limiting factors of topography >30% and 768.9 Ha area with limiting factors of topography and poor drainage.</p> <p>The effort that has been done by the company is to make a trench in path (1 : 2, one trench in two path).</p> <p>Ukui Smallholder:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>The soil map was available at Ukui Smallholder office, this map is determined from the results of a survey conducted by the Research and Development Center Asian Agri. Maps are presented on a scale of 1: 12.600.</p> <p>There are 3 types of soil in Plasma Ukui area, namely:</p> <ol style="list-style-type: none"> 1. Typic Dystrudepts 2. Typic Endoaquepts 3. Typic Haplosaprists 	
<p>4.3.2</p>	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance -</p> <p>The company's procedure for land clearing stated that no land clearing should be performed on area with slope >40%. The company has also procedure for soil and water conservation – considering the slope. The procedure is conserving through cover crop, EFB application, frond stacking, platform, silt pit, terrace contour and stop bund.</p> <p>Specific for low-laying area, the strategy is to maintain cover crop, drainage ditch and frond stacking.</p> <p>Soga Estate has shown "Peta Teresan" with scale 1:4,400, in block B16e (30 Ha), long of terraces as long as 8,001.9 meter, long of terraces per hectare 266.7 meter/Ha, in block B16f (36 Ha), long of terraces as long as 4,281 meter, long of roads as long as 7.7 meter, long of terraces per hectare 118.9 meter/Ha. Terracing at replanting area Soga Estate since June 2017 – Dec 2017 was 59,256 m. Soga Estate also shown the individual terraces maintenance for soil conservation in sloping area.</p> <p>During field visit can be demonstrated that all replanting area has covered by land cover crop (Mucuna sp). Frond stacking has implemented in the sloping area to prevent the soil erosion.</p> <p>Ukui Smallholder: There is an area with a slope of 8-15% and 15 – 30 %. Ukui Smallholder Management has developed mechanism related Planting of oil palm on slopes in the form of procedure no. AA-APM-OP1100.02-R3; Planting of Oil Palm, in chapter 4.1.3 Hilly terrain using</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Terraces, "tapak Kuda" and "rorak". Based on filed visit to kavling at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani there is no terracing and tapak kuda because the topography mostly flat while "rorak" are well implemented as a water management. Plasma Ukui II has manage the frond staking following the contour line and letter U to minimize the soil erosion. Plasma Ukui II has issued the Memorandum No. 127/ES-KLU/MEMO/12/2017 dated 6 February 2017 regarding "Penyusunan pelepah Sebagai Sarana konservasi Tanah dan Air di Areal Plasma". In the memorandum stated that to prevent the soil erosion, fornd stacking shoul follow the contour line and U shape in flat area.</p>	
4.3.3	<p>A road maintenance program shall be in place.</p> <p>- Minor compliance –</p>	<p>Road maintenance planning and realization is available under:</p> <ul style="list-style-type: none"> - "Program dan Realisasi Pemeliharaan Jalan Mekanis (Grading) Manual Tahun 2018", Program of mechanical road maintenance manually since January – November 2018 was 408,499 m in Division I – V for Main roand and Collection road, while the realisation of road greading was 110,661 m. Road greading maintenance performed based on the road condition. - "Program dan Realisasi Pemeliharaan Jalan Mekanis (Grading dan Scrapper) Tahun 2018", Program of mechanical road maintenance by Greader and Scrapper since January – November 2018 was 408,499 m in Division I – V, while the realisation of road greading by scrapper was 347,350 m. Road greading maintenance performed based on the road condition. - Soga Estate also conducted the road hardening by split stone and compacting. Since January – November 2018 in Afdeling I – V, road hardening programmed 7,433 m and the realisation was 54,124 m. Road hardening actual is higher than the programmed due to road condition. <p>During field visit in Soga Estate and Sei Lala Estate can be demonstrated that company has implementing the road maintenance and road hardening both in main road and collection road. During field audit, road condition is in good condition after maintenance.</p> <p>Ukui Smallholder:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Each cooperative developed their road maintenance program. PT Inti Indosawit Subur – Ukui Group provides aid in form of heavy equipment. The road maintenance budget using fund from KUD with estimated cost for heavy equipment (Motor Grader and Compactor) is IDR 350,000/HM. Road maintenance program 2018 available in “Data Rekap Perbaikan dan Perawatan jalan KLU 2018”; Road condition before maintenance and service as below:</p> <ul style="list-style-type: none"> - KUD Tani Subur : Good road condition 28,000 m (100%), middle condition 0 m (0%). Road service and maintenance on November 2018 was 1,400 m. Currently 100% of road condition is in Good condition (28,000 m). - KUD Karya Tani : Good road condition 35,750 m (100%), middle condition 0 m (0%). Road service and maintenance on November 2018 was 1,400 m. Currently 100% of road condition is in Good condition (35,750 m). - KUD Tani Bahagia : Good road condition 48,000 m (100%). Road service and maintenance on November 2018 was 1,900 m. Currently 100% of road condition is in Good condition (48,000 m). <p>Evidence of road maintenance also presented in “Rekapitulasi Pemotongan Pemeliharaan jalan & Swadaya Masyarakat” and “Nota Debet” which explain the cost expend for road maintenance. Road maintenance cost is</p> <p>During field visit in KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani can be demonstrated that road maintenance has well implemented.</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.</p> <p>- Major compliance –</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<ol style="list-style-type: none"> 1. Typic Dystrudepts 2. Typic Endoaquepts 3. Typic Haplosaprists 	
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>Based on Semi Detail Soil Map, there is no peat soil in Soga Estate/Sungai Lala Estate and Ukui Plasma area.</p> <p>There are 4 types of soil in Soga Estate/Sei Lala Estate:</p> <ul style="list-style-type: none"> - Typic endoaquents - Typic endoaquepts - Typic Hapludults - Typic Dystrudepts <p>There are 3 types of soil in Plasma Ukui area, namely:</p> <ol style="list-style-type: none"> 1. Typic Dystrudepts 2. Typic Endoaquepts 3. Typic Haplosaprists 	Comply
4.3.6	<p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>- Minor compliance –</p>	<p>Based on Semi Detail Soil Map, there is no peat soil in Soga Estate/Sungai Lala Estate and Ukui Plasma area.</p> <p>There are 4 types of soil in Soga Estate/Sei Lala Estate:</p> <ul style="list-style-type: none"> - Typic endoaquents - Typic endoaquepts - Typic Hapludults - Typic Dystrudepts <p>There are 3 types of soil in Plasma Ukui area, namely:</p> <ol style="list-style-type: none"> 1. Typic Dystrudepts 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		2. Typic Endoaquepts 3. Typic Haplosaprists	
Criterion 4.4 Practices maintain the quality and availability of surface and groundwater			
4.4.1	An implemented water management plan shall be in place. - Minor compliance -	<p>Ukui II POM: Ukui II Palm oil mill using the surface water sourced from the ditch flow to "waduk". Company has permit to use the water based on Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor: KPTS 503/BPMP2T/AT/2015/7" dated 24 March 2015, valid until 24 march 2017. Company has taken action to propose the renewal of permit based on "Surat Permohonan No. 015/MI-PUD/EXT/10/17 dated 23 October 2017" and currently still in process of issuing the renewal permit by statutory bodies "Kementrian Pekerjaan Umumdan Perumahan Rakyat, Direktorat Jenderal Sumberdaya Air Balai Wilayah Sungai Sumatera III. Technical Recommendation has been issued by the statutory body on 23 May 2018 and all requirement has been submit by company, however until audit ASA3 performed, the renewal permit still in process.</p> <p>The mill has water treatment plant for domestic and mill processing. The processing capacity for water basin 520 m³, 2 clarifier tank with capacity 90 m³ and 120 m³, 3 units sand filter with capacity 60 m³/hour, pump house, 2 water tank capacity 60 m³ and 90 m³.</p> <p>The budget at mill: Processing water needed 1.00 m³/ton FFB, domestic water need 0.20 m³/ton FFB. The water consumption recorded using flow meter both domestic and processing. Actual average water usage for processing from January – November 2018 was 0.97 m³/ton FFB and for domestic usage was 0.21 m³/ton FFB. Each quarter, Ukui I POM reporting the water usage both for processing FFB and domestic activity to "Unit Pelayanan Pengelolaan Pendapatan Daerah Provinsi Riau"; latest reported for period April – June (Quarter 2) 2018. Report evidence were available. Water retribution has been paid regularly by company, evidence of retribution payment can be demonstrated.</p> <p>Soga Estate/Sei Lala:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Soga Estate has started replanting program since 2017. Company has "SOP Pengelolaan Riparian AA-AMP-OP-1100.21-R1" dated 07/12/2015, as guidance to preserve riparian during replanting. The procedure covers identification of such conservation area (river buffer zone, water catchment area, lake buffer zone, spring buffer zone). Point 6.2.4 and 6.2.5 explains during replanting, non-productive plant within buffer zone will be left as it is, but no chemical regime should applied. Enrichment with native tree species has also been planted in riparian area.</p> <p>Water source management: Identification of water source and wetland, as indicated in HCV report 2010. The water source identified mill's water reservoir and river (Napuh tributary, Air Hitam Kanan river and Air Hitam Kiri river). Policy to prohibit chemical application in riparian zone. Policy is to prohibit fish poisoning and prohibit wood felling in area of company plantation.</p> <p>Water usage for Soga Estate monitor each month and reported each semester to "Badan Pengelolaan Keuangan Daerah Pelalawan Regency", average the water usage since January – June 2017 is 2,900 m³/month. Company also perform the retribution payment regularly to BPKAD Pelalawan regency, latest payment on 15 december 2017, payment record no. 18100/TBP/BPKAD/XII/2017.</p> <p>Ukui Smallholder:</p> <p>Water flow management in Plasma Ukui is done by making drainage system, especially in lowland area.</p> <p>All of KUD has program on water management as in "Dokumen Terasering dan Susunan Pelepah mengikuti Kontur" and "Rencana dan Realisasi Perawatan Teresan sebagai Sarana Konservasi Tanah dan Air serta Upaya Pencegahan Erosi"</p> <p>ICS Plasma Ukui 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>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.2 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.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui II POM and Estate has establish the procedure “Pengelolaan Riparian AA-APM-OP-1100.21-R2 dated 7 December 2015. The procedure defined the criteria of riparian area, lake, spring water and protected area. Each river determined the riparian zone 50 m on the left and right side the river with wide < 12m and 100 m for the river which wide >12 m. All riparian zone was sign by boundary poles and signboard. Riparian restoration performed in the critical/degraded area to enhance and rehabilitate the ecosystem. When the replanting activity performed, it was prohibit to conducted land preparation/clearing in riparian area. During field visit it can be demonstrated that in the riparian area there is no replanting activity. Protection of riparian areas also performed with no chemical crops care activities both fertilizer and herbicide spraying.</p> <p>Ukui Smallholder: Riparian Protection was established and described about buffer zone, riparian buffer and natural river. Plasma Ukui I has a procedure to maintain and conserve the riparian under procedure “Restorasi Riparian dan Areal Disekitar Danau/Waduk atau Mata Air Lainnya AA-KL-12-EFP”.</p> <p>Management of Ukui Plasma has conducted dissemination to farmer members related HCV, soil and water conservation, and good agriculture practice. Dissemination material was evident; HCV, soil and water conservation was focused on fertilizer and agrochemical application near the waterways; good agriculture practice focused on spraying activity must performed by TUS team from company worker and cannot be done by farmer themselves, prohibition of blanket spraying, FFB ripeness criteria, loose-fruit picking and importance of PPE. Dissemination held to members of KUD on 31 January 2018, attended by 25 participants.</p> <p>Management of Ukui Plasma has installed signboard "Batas Semprot" (spraying boundary) at minimum 3 meters from waterways. There are 2 type of signboard, which is (1) Prohibition of fertilizer and agrochemical application at < 3 meters from waterways; and (2) signboard</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance																								
		<p>to mark the boundary area. Plasma Ukui also has marking the boundary of riparian area by painting the tree.</p> <p>Management of Ukui Plasma has installed erosion anchor, made pile and planted "waru" (Hibiscus similis) and "ketapang" (Terminalia catappa) tree at the side of waterways.</p> <p>Management of Ukui Plasma conducted monitoring of kavling (smallholder area) condition regarding weed condition, spraying results, waterways boundary, signboard condition, and condition of vegetation as erosion anchor. Records of monitoring presented in document "Monitoring Pemeriksaan Kavling Petani". During visit, result of monitoring can be demonstrated.</p>																									
4.4.3	<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).</p> <p>- Minor compliance –</p>	<p>Ukui II Palm Mill has an effluent treatment through treated ponds system. There were 8 ponds system consist of 1 Coolling Pond capacity 6,000 m³, 2 Primary Anaerobic pond capacity 35,000 m³, 1 Secondary Anaerobic pond cappacity 22,000 m³, 2 Acidification pond capacity 6,000 m³, and buffering pond capacity 17,000 m³.</p> <p>Quality of waste water effluent is monitored monthly in line with the requirements of regulation Kep Men LH No.29/2003. The result of POME monitoring was reviewed including measurement of BOD for period 1st (first) semester 2018. The Ministry of Environment Decree #29/2003 and permit of land application required that BOD of POME flowed to land application is less than 5,000 mg/litre and pH 6 - 9.The result of POME quality during this period was BOD less than 5,000 mg/litre and pH between 6 and 9. Below are the BOD and pH measured for 1st semester 2018 and July – September 2018:</p> <table border="1"> <thead> <tr> <th rowspan="2">Period (Month)</th> <th colspan="2">BOD (mg/l)</th> <th colspan="2">pH</th> </tr> <tr> <th>Analysis result</th> <th>Standard</th> <th>Analysis result</th> <th>Standard</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>1,484.8</td> <td>5,000</td> <td>7.95</td> <td>6 - 9</td> </tr> <tr> <td>February</td> <td>1,056</td> <td>5,000</td> <td>8.41</td> <td>6 - 9</td> </tr> <tr> <td>March</td> <td>2,415</td> <td>5,000</td> <td>7.99</td> <td>6 - 9</td> </tr> </tbody> </table>	Period (Month)	BOD (mg/l)		pH		Analysis result	Standard	Analysis result	Standard	January	1,484.8	5,000	7.95	6 - 9	February	1,056	5,000	8.41	6 - 9	March	2,415	5,000	7.99	6 - 9	Comply
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Criterion / Indicator		Assessment Findings					Compliance																																																																				
		April	3,019	5,000	7.90	6 - 9																																																																					
		May	3,437	5,000	7.35	6 - 9																																																																					
		June	2,200	5,000	7.04	6 - 9																																																																					
		July	4,209	5,000	7.61	6 - 9																																																																					
		August	1,231	5,000	7.66	6 - 9																																																																					
		September	2,180	5,000	7.55	6 - 9																																																																					
		October	845.6	5,000	8.25	6 - 9																																																																					
4.4.4	<p>Monitoring of mill water use per ton of FFB shall be recorded.</p> <p>- Minor compliance –</p>	<p>Ukui II Palm Oil mill utilize water flow meter to measure the usage of water at mill that come from Air Hitam River. There are also records of FFB processes per month. Ukui II POM has monthly record of water usage per tonne FFB for mill process and domestic consumption. Table below was shown the data of water usage at mill for period 2018 (January – November 2018):</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #d9e1f2;"> <th rowspan="2">Month</th> <th colspan="3">Water Usage</th> </tr> <tr style="background-color: #d9e1f2;"> <th>Process</th> <th>Domestic</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>January</td><td>22,062</td><td>5,650</td><td>27,712</td></tr> <tr><td>February</td><td>22,263</td><td>5,360</td><td>27,623</td></tr> <tr><td>March</td><td>19,584</td><td>5,690</td><td>25,274</td></tr> <tr><td>April</td><td>17,845</td><td>4,623</td><td>22,468</td></tr> <tr><td>May</td><td>24,122</td><td>5,347</td><td>29,468</td></tr> <tr><td>June</td><td>20,555</td><td>5,462</td><td>26,017</td></tr> <tr><td>July</td><td>27,353</td><td>5,992</td><td>33,345</td></tr> <tr><td>August</td><td>26,376</td><td>4,834</td><td>31,210</td></tr> <tr><td>September</td><td>28,113</td><td>5,166</td><td>33,279</td></tr> <tr><td>October</td><td>29,153</td><td>5,213</td><td>34,365</td></tr> <tr><td>November</td><td>27,941</td><td>5,014</td><td>32,955</td></tr> <tr style="font-weight: bold;"> <td>Total</td> <td>265,366</td> <td>50,631</td> <td>323,716</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #d9e1f2;"> <th rowspan="2">Month</th> <th rowspan="2">FFB Processed</th> <th colspan="3">Ratio water Usage</th> </tr> <tr style="background-color: #d9e1f2;"> <th>Process</th> <th>Domestic</th> <th>Total</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>					Month	Water Usage			Process	Domestic	Total	January	22,062	5,650	27,712	February	22,263	5,360	27,623	March	19,584	5,690	25,274	April	17,845	4,623	22,468	May	24,122	5,347	29,468	June	20,555	5,462	26,017	July	27,353	5,992	33,345	August	26,376	4,834	31,210	September	28,113	5,166	33,279	October	29,153	5,213	34,365	November	27,941	5,014	32,955	Total	265,366	50,631	323,716	Month	FFB Processed	Ratio water Usage			Process	Domestic	Total						Comply
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Total	265,366	50,631	323,716																																																																								
Month	FFB Processed	Ratio water Usage																																																																									
		Process	Domestic	Total																																																																							

Criterion / Indicator		Assessment Findings					Compliance
		January	21,514	1.03	0.26	1.29	
		February	21,625	1.03	0.25	1.28	
		March	19,584	0.97	0.28	1.25	
		April	17,845	0.85	0.22	1.08	
		May	24,122	1.02	0.23	1.24	
		June	20,555	0.94	0.25	1.19	
		July	27,353	0.95	0.21	1.16	
		August	26,376	0.98	0.18	1.16	
		September	20,113	0.99	0.18	1.17	
		October	29,153	0.96	0.17	1.14	
		November	27,941	0.94	0.17	1.11	
		Total	265,366	0.97	0.20	1.17	
		<p>Water usage budget for consumption process waw 1.00 m³/ton FFB and domestic usage was 0.2 m³/ton FFB and total budget water usage is 1.2 m³/ton FFB. Based on the above table can be shown that the water usage for process and domestic still under budget.</p> <ul style="list-style-type: none"> - Water hydrocyclone using water hydrant (raw water) <p>Water condensate recycle for water dilution</p>					
<p>Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate integrated Pest Management (IPM) techniques.</p>							
4.5.1	<p>Monitoring of Integrated Pest Management (IPM) plan implementation shall be available.</p> <ul style="list-style-type: none"> - Major compliance - 	<p>Integrated Pest Management Plan has been developed by PT Inti Indosawit Subur – Soga Estate and documented. IPM Plan have been prepared within the budget 2018. Estate has established Division Work Program annually for IPM for each Division/Afdeling. IPM plan includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following :</p> <ul style="list-style-type: none"> • Identification of potential pests and thresholds • The techniques used (cultural, biological, mechanical and physical methods) 					Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> • The native species used as part of the biological control method • Reducing the use of chemicals over a period of time • Prophylactic use of pesticides • Minimization of pesticide use • Review on the plans to suit the present condition such as replanting <p>Company has establish the SOPs for IPM, e.g.:</p> <ul style="list-style-type: none"> • SOP AA-APM-OP-1100.08-R6, dated 11 May 2016, Pengendalian Gulma or Weed control; • SOP AA-APM-OP-1100.10. R6, dated 23 November 2016, Pengendalian Hama dan Penyakit explains Pests and Disease Control; • SOP AA-APM-OP-1100.14. R3, 16 February 2017, Sensus dan Identifikasi Pokok explains census and palm identification; <p>The SOP describes integrated pest control (integrated pest management/IPM) which combines various control techniques e.g. mechanical, biological, physical and chemical, applied early warning system (EWS) through periodically census for pests by :</p> <ol style="list-style-type: none"> 1. Visual observation (visual plant e.g. leafs or broken stems and fruit rot) 2. Conducting a census (to determine the distribution and level of attack) 3. Control (manual, biological or chemical) e.g planting of Turnera Subulatta (nest of natural predator caterpillars (Ulat Api)). 4. Census of evaluation (to see the effect of control). <p>Several records of pest occurrence and control verified in Soga Estate are as follows:</p> <ul style="list-style-type: none"> - "Laporan Sensus Tikus & Tirathaba", described monitoring and handling of rat attack. In November 2018, there are total 32,458 bunches checked, comprises 663 old bites (2%), 1,520 new bites (5%). Those attacks are still under the threshold, rat attack is in control because of barn-owl. - "Laporan Hama Penyakit", described monitoring and control of leaf eater caterpillar in Soga Estate. From the recapitulation of November 2018, it was noted that 54 plants 	

Criterion / Indicator	Assessment Findings	Compliance																																						
	<p>(0.84%) attacked from 6,448 point of census. Leaf eater caterpillar attack is under the threshold.</p> <ul style="list-style-type: none"> - "Rekapitulasi Sensus Kandang Burung Hantu", described census result of barn owl and its nest in Soga Estate for period November 2018. Results are as follows: <table border="1" data-bbox="907 539 1431 826"> <thead> <tr> <th rowspan="2">Afd</th> <th rowspan="2">Nest</th> <th colspan="3">Barn-owl</th> </tr> <tr> <th>Adult</th> <th>Baby</th> <th>Egg</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>40</td> <td>38</td> <td>4</td> <td>40</td> </tr> <tr> <td>II</td> <td>37</td> <td>43</td> <td>10</td> <td>37</td> </tr> <tr> <td>III</td> <td>41</td> <td>46</td> <td>24</td> <td>45</td> </tr> <tr> <td>IV</td> <td>45</td> <td>15</td> <td>2</td> <td>4</td> </tr> <tr> <td>V</td> <td>35</td> <td>18</td> <td>2</td> <td>-</td> </tr> <tr> <td>Total</td> <td>198</td> <td>160</td> <td>42</td> <td>126</td> </tr> </tbody> </table> - Planted the beneficial plant as the host/nest for natural enemies of leaf eater caterpillar, e.g. <i>Eucanticona purcelata</i> and <i>cycanus</i> sp. The beneficial plant that planted are <i>Turnera subulatta</i> planted in the collection and the main road, <i>Antigonon leptopus</i> planted in every corner of the main road intersections and road collection, <i>Casia cobanensis</i> planted alternately with <i>Turnera</i> in Collection Road and Main Road. Evidence of planting and upkeep was sighted and the field observations demonstrated that it all well maintained. <p>Ukui Smallholder: The justification of pesticide used in Plasma Ukui is explained under company procedure. PT Inti Indosawit Subur – Ukui Group shows "SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1" dated 1 November 2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa</i> spp), <i>Asystasia</i> sp. It described active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p>	Afd	Nest	Barn-owl			Adult	Baby	Egg	I	40	38	4	40	II	37	43	10	37	III	41	46	24	45	IV	45	15	2	4	V	35	18	2	-	Total	198	160	42	126	
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Criterion / Indicator	Assessment Findings	Compliance
	<p>Procedure of "Panduan Pelaksanaan Pengendalian Hama dan Penyakit", no. AA-Plasma-PP-KS-02. The Smallholder management has conducted monitoring of the pest control periodically in monthly basis. Record seen:</p> <ul style="list-style-type: none"> - Formulir Sensus Hama Daun KUD Tani Subur, month November 2018; caterpillar census (UPDKS); KT 227 (Sari Tani), KT 239 (Mekar Tani) and KT 265 (Tani Mandiri). - Formulir Sensus Hama Daun KUD Karya Tani, month November 2018; caterpillar census (UPDKS); KT 267 (Ngudi Luhur), KT 272 (Mugi Rahayu) and KT 275 (Sumber Rezeki). - Formulir Sensus Hama Daun KUD Tani Bahagia, month November 2018; caterpillar census (UPDKS); KT 135 (Karya Mulya), KT 141 (Sumber Bahagia) and KT 143 (Sumber Damai). - Formulir Sensus Hama dan Penyakit Tanaman, related census of pest and disease Rats, Tirathaba and Ganoderma, month November 2018, KUD Tani Subur, KT 127 (Mulya), KT 233 (Maju Lestari), KT 240 (Kusuma Tani). - Formulir Sensus Hama dan Penyakit Tanaman, related census of pest and disease Rats, Tirathaba and Ganoderma, month November 2018, KUD Karya Tani, KT 250 (Subur Jaya), KT 266 (Muncul), KT 274 (Retno Arun). - Formulir Sensus Hama dan Penyakit Tanaman, related census of pest and disease include Rats, Tirathaba and Ganoderma, month November 2018, KUD Tani Bahagia, KT 131 (Karya Bersama), KT 143 (Sumber Damai), KT 225 (Tani Karsa). <p>It was noted that there is no leaf eater caterpillar or rat attack above the threshold.</p>	
4.5.2	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <p>- Minor compliance –</p> <p>Refreshment training of Integrated Pest Management is conducted annually. Latest refreshment training of Integrated Pest Management to IPM workers has been performed in 2018 by internal Assistant and Managers. Records of training were evident as described in 4.8.2. Personnel interviewed during field observation were verified has received training of IPM.</p> <p>Ukui Smallholder:</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		The Ukui Smallholder management maintained record of training related Integrated Pest Management. The latest IPM training to smallholders conducted on 28 July 2018, attended by representatives of KUD and KT. The trainer are from PT Inti Indosawit Subur – Ukui Group management led by Ukui Group Manager. Total training attendance was 69 participants. Training material are available, described that the objective of training is to make farmers understood mechanism of monitoring and control of pest and disease in oil palm; to make farmers understood type of pest and disease and its control mechanism; negative impact and lost caused by pest and disease attack.	
Criterion 4.6 Pesticides are used in ways that do not endanger health or the environment.			
4.6.1	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 -	The justification of pesticide used in PT Inti Indosawit Subur – Soga Estate is explained under company procedure. PT Inti Indosawit Subur – Soga Estate shows "SOP Pengendalian Gulma No.AA-APM-OP- 11100.08-R1" dated 1 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. Ukui Smallholder: Based on interviews with smallholder farmer members, chemical upkeep activities (spraying) were done by TUS team from company workers. However, farmers have understood the use	Comply

Criterion / Indicator	Assessment Findings	Compliance																																										
	of chemicals (herbicides) associated with the dosage and type of herbicide that should be used.																																											
4.6.2	<p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) shall be available. - Major compliance -</p> <p>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. Based on record "Monitoring Toksisitas Pestisida" period to date November 2018, there were several type of pesticides used, including:</p> <table border="1" data-bbox="857 655 1899 1114"> <thead> <tr> <th>Chemical</th> <th>Active Ingredients</th> <th>Use in 2018</th> <th>Usage of Active Ingredient</th> <th>Toxicity LD 50</th> <th>Ratio per Ha</th> </tr> </thead> <tbody> <tr> <td>Polidor 25 EC</td> <td>Lambda cyhalothrine (20%)</td> <td>5.00</td> <td>0.13</td> <td>5000</td> <td>0.00</td> </tr> <tr> <td>Gramoxone</td> <td>Paraquat (200 gr/l)</td> <td>319.70</td> <td>63.94</td> <td>240</td> <td>0.01</td> </tr> <tr> <td>Meta Prima 20 WDG</td> <td>Methyl Metsulfuron</td> <td>833.38</td> <td>16,667.60</td> <td>2000</td> <td>0.76</td> </tr> <tr> <td>Kenlon 480 EC</td> <td>Tryclop pyr butoxy ethyl ester</td> <td>70.15</td> <td>33.67</td> <td>n/a</td> <td>0.01</td> </tr> <tr> <td>Bionasa 480 SL</td> <td>Isoprofil amina glyphosat (400 ml/l)</td> <td>403.20</td> <td>193.54</td> <td>5000</td> <td>0.04</td> </tr> <tr> <td>Elang 480 SI</td> <td>Glyposat</td> <td>4,459.22</td> <td>2,140.43</td> <td>5000</td> <td>0.42</td> </tr> </tbody> </table> <p>Ukui Smallholder: All KUD have shown the record of pesticides usage. All pesticides used in 2018 are registered in Ministry of Agriculture based on "Buku Hijau Pertanian dan Kehutanan" under "Daftar Pestisida yang Terdaftar dan diizinkan Tahun 2018". Ukui Smallholder management has conducted monitoring of the use of chemical ingredients. Record of agrochemical usage as of November 2018 are as follow:</p>	Chemical	Active Ingredients	Use in 2018	Usage of Active Ingredient	Toxicity LD 50	Ratio per Ha	Polidor 25 EC	Lambda cyhalothrine (20%)	5.00	0.13	5000	0.00	Gramoxone	Paraquat (200 gr/l)	319.70	63.94	240	0.01	Meta Prima 20 WDG	Methyl Metsulfuron	833.38	16,667.60	2000	0.76	Kenlon 480 EC	Tryclop pyr butoxy ethyl ester	70.15	33.67	n/a	0.01	Bionasa 480 SL	Isoprofil amina glyphosat (400 ml/l)	403.20	193.54	5000	0.04	Elang 480 SI	Glyposat	4,459.22	2,140.43	5000	0.42	Comply
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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.</p> <p>- Major compliance -</p>	<p>Integrated Pest Management (IPM) Plan developed by organization and documented in "Pest and Diseases Management Program". IPM Plan have been prepared within the 2018 budget. Soga Estate have established Division Work Program annually for IPM for each division. IPM programme includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following :</p> <ul style="list-style-type: none"> • Identification of potential pests and thresholds. • The techniques used (cultural, biological, mechanical and physical methods). • The native species used as part of the biological control method. • Reducing the use of chemicals over a period of time. • Prophylactic use of pesticides. 	Comply																																																																

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	<ul style="list-style-type: none"> • Minimization of pesticide use. • Review on the plans to suit the present condition such as replanting. <p>IPM Plan has been implemented by the organization. Early detection UPDKS (ulat pemakan daun kelapa sawit) performed every 2 months, it documented in BKM (buku kegiatan mandor). Beneficial plant <i>Turnera subulatta</i>, <i>Cassia cobanensis</i> and <i>Antigonon leptopus</i> are already planted most in every block along the main road and collection road. Barn-Owl introduction and monitoring implemented by developing owl nest (<i>Gupon</i>) and monitoring. The effectiveness of the IPM plan was monitored regularly as described in 4.5.1.</p> <p>There were records showing that the use of pesticides have been minimised in accordance with Integrated Pest Management (IPM) plan. Use of pesticides in the field was always lower than the planned budget. It also shows the company's commitment to always reduce pesticide usage and give priority to the prevention of mechanical, biological and integrated pest management.</p> <p>The reduction of category II pesticide such as Gramoxone is part of environmental management plan. There is no prophylactic use of pesticide. Any use of pesticide based on pest and disease census – as last option.</p> <p>The company has had the policy to reduce the use of paraquat, based on a memorandum from Head of Plantation No. 001/HP/INT/IX/2009 dated 1 September 2009 regarding "Reduction in the Use of Paraquat Herbicides".</p> <p>Ukui Smallholder: Based on data verification and interview with Smallholder Members (farmers) of Kebun Plasma Ukui, noted that there is no prophylactic use of pesticides.</p>	
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</p> <p>The Company have a complete listing of WHO class 1A, class 1B, and Stockholm or Rotterdam Conventions pesticide. It was well documented in Estate office. 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</p>	Comply

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<p>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>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>Paraquat which was the active ingredient of Gramoxone was still used in PT Inti Indosawit Subur – Ukui Estate especially at replanting area, however the organisation has set internal target to reduce paraquat use. Record of paraquat use in Ukui Estate was sight on “Monitoring Penggunaan Paraquat”. Record of paraquat uses in Ukui Estate described that paraquat quantity used in 2018 is 1,316 litre.</p> <table border="1" data-bbox="860 651 1447 855"> <thead> <tr> <th>Realization Year</th> <th>Volume (Ltr)</th> <th>Deduct (Ltr)</th> <th>% Deduct.</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>361.85</td> <td>-</td> <td>-</td> </tr> <tr> <td>2016</td> <td>357.18</td> <td>4.67</td> <td>1.29</td> </tr> <tr> <td>2017</td> <td>368.80</td> <td>-11.62</td> <td>-3.25</td> </tr> <tr> <td>2018</td> <td>319.70</td> <td>49.1</td> <td>13.31</td> </tr> </tbody> </table> <p>Based on records, the use of paraquat has been declined since 2010. This was used for re-planting/immature area.</p> <p>Ukui Smallholder: The Smallholder Manager of Ukui Plasma has issued policy of Paraquat usage dated 10 February 2017, states that: "KUD and Farmer Group administrators are prohibited from using paraquat herbicides except by TUS teams. The use of paraquat by TUS Team is to control the fern weed and the use of paraquat should be minimized".</p> <p>Record of use of paraquat herbicide for 3 years:</p> <table border="1" data-bbox="860 1177 1447 1377"> <thead> <tr> <th>Realization Year</th> <th>Volume (Ltr)</th> <th>Deduct (Ltr)</th> <th>% Deduct.</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>3,562</td> <td>-</td> <td>-</td> </tr> <tr> <td>2016</td> <td>3,298</td> <td>264</td> <td>7%</td> </tr> <tr> <td>2017</td> <td>2,972</td> <td>326</td> <td>10%</td> </tr> <tr> <td>2018</td> <td>2,404</td> <td>568</td> <td>19%</td> </tr> </tbody> </table>	Realization Year	Volume (Ltr)	Deduct (Ltr)	% Deduct.	2015	361.85	-	-	2016	357.18	4.67	1.29	2017	368.80	-11.62	-3.25	2018	319.70	49.1	13.31	Realization Year	Volume (Ltr)	Deduct (Ltr)	% Deduct.	2015	3,562	-	-	2016	3,298	264	7%	2017	2,972	326	10%	2018	2,404	568	19%	
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	<p>Every year there is a reduction of paraquat usage, this year deduction is 19%. Report on Plan and Realization of Spray Activity in Kebun Plasma Ukui by TUS were available per KUD and KT (Farmer Group), for example: "Rekap Pemakaian Herbisida Kebun Plasma Ukui 2018". Data of paraquat uses in liter were available monthly for period 2018, as follows:</p> <table border="1" data-bbox="857 587 1541 997"> <thead> <tr> <th>Month</th> <th>KUD Tani Subur</th> <th>KUD Tani Bahagia</th> <th>KUD Karya Tani</th> </tr> </thead> <tbody> <tr><td>January</td><td>16</td><td>16</td><td>8</td></tr> <tr><td>February</td><td>22</td><td>30</td><td>10</td></tr> <tr><td>March</td><td>18</td><td>39</td><td>17</td></tr> <tr><td>April</td><td>28</td><td>50</td><td>12</td></tr> <tr><td>May</td><td>26</td><td>50</td><td>19</td></tr> <tr><td>June</td><td>19</td><td>50</td><td>18</td></tr> <tr><td>July</td><td>8</td><td>26</td><td>12</td></tr> <tr><td>August</td><td>10</td><td>12</td><td>14</td></tr> <tr><td>September</td><td>9</td><td>-</td><td>18</td></tr> <tr><td>October</td><td>-</td><td>-</td><td>18</td></tr> <tr><td>November</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>December</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>Total</td><td>156</td><td>273</td><td>147</td></tr> </tbody> </table>	Month	KUD Tani Subur	KUD Tani Bahagia	KUD Karya Tani	January	16	16	8	February	22	30	10	March	18	39	17	April	28	50	12	May	26	50	19	June	19	50	18	July	8	26	12	August	10	12	14	September	9	-	18	October	-	-	18	November	-	-	-	December	-	-	-	Total	156	273	147	
Month	KUD Tani Subur	KUD Tani Bahagia	KUD Karya Tani																																																							
January	16	16	8																																																							
February	22	30	10																																																							
March	18	39	17																																																							
April	28	50	12																																																							
May	26	50	19																																																							
June	19	50	18																																																							
July	8	26	12																																																							
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November	-	-	-																																																							
December	-	-	-																																																							
Total	156	273	147																																																							
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>SOGA Estate: Operator on application of pesticides has attended the training in accordance with application guidelines in product label and storage guidelines, such as: – Training record on handling of limited pesticides date 9th October 2018, conducted by Syngenta (supplier) attended by 22 workers. – Certificate for operator in application limited pesticides No 521.4/103/UPTTPH/III/2018, namely Mrs Aseh, dated 17th March 2018, issued by Komisi Pengawasan Pupuk dan Pestisida in Riau Province.</p>	Comply																																																								

Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance -</p>	<ul style="list-style-type: none"> - Certificate for operator in application limited pesticides No 521.4/335/UPTTPH/III/2018, namely Mrs Suryani, dated 17th March 2018, issued by Komisi Pengawasan Pupuk dan Pestisida in Riau Province. - Certificate for operator in application limited pesticides No 521.4/324/UPTTPH/III/2018, namely Mrs Siti Atikah, dated 17th March 2018, issued by Komisi Pengawasan Pupuk dan Pestisida in Riau Province. <p>Smallholders Ukui: Scheme smallholders (Kantor Plasma Ukui -1) has provide the training on application of pesticides for TUS (Tim Unit Semprot – spraying team) in accordance with application guidelines in product label and storage guidelines.</p> <p>Data verified:</p> <ul style="list-style-type: none"> - Record on handling pesticides under “Notulen Pleatihan Pestisida Terbatas” dated 14th March 2018 was attended by 12 workers, namely Mrs Lia, Mrs jumia, Mrs Siti, Mrs Susi, Mrs Sri, Mrs Canaya, Mrs Sari. Evidences seen: training material, photograph, attendance list. - Certificate for applicator of limited pesticides issued by “Komisi Pengawasan Pupuk dan Pestisida” Riau Province, no 521.4/225/UPTTPH/III/2018, namely Mrs Lia dated 17th March 2018 - Certificate for applicator of limited pesticides issued by “Komisi Pengawasan Pupuk dan Pestisida” Riau Province, no 521.4/216/UPTTPH/III/2018, namely Mrs Kunik dated 17th March 2018 <p>Certificate for applicator of limited pesticides issued by “Komisi Pengawasan Pupuk dan Pestisida” Riau Province, no 521.4/402/UPTTPH/III/2018, namely Mrs Ahmadan dated 17th March 2018</p>	
<p>4.6.6 Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according</p>	<p>SOP for pesticide storage has been provided in SOP “Pengangkutan dan Penyimpanan Bahan Kimia AA-KL-02-EFP” dated 1 February 2008. Pesticides are stored in the determined area separated from fertiliser and other chemicals. Pesticides storage is provided in Divisions as</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>to the existing regulations and or instructions enclosed on the containers (see criterion 5.3). - Major compliance -</p>	<p>well as in central storage. Agrochemicals storage is locked areas with limited access. The storage is ventilated. MSDS and hazard symbol label are provided nearby of pesticides. Emergency shower and eyewash are also provided to anticipate in case of an emergency of agrochemical handling. PPE for handling of pesticides are provided including boots, apron, safety glass, respiratory mask and hand gloves. The possible spill is managed. Secondary containment is provided around the pesticides storage area. Spill kit is also provided in the area.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected. The storage has obtain the license as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent to licensed contractor PT Indostar Cargo for appropriate disposal.</p> <p>Ukui Smallholder: Ukui Smallholder management has ensure that all agrochemical usage and chemical weeding including pest and disease management was performed by PT Inti Indosawit Subur. PT Inti Indosawit Subur has prepared the procedure for handling all pesticide containers, as per "Penanganan Limbah Bahan Berbahaya Beracun", No AA-KL-06-EFP revision 06, dated 1 August 2015. Safe Work Procedure on chemical storage, mixing and disposal that covered</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>PPE, safe working procedure, handling of chemical, storage, chemical mixing and the disposal.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>During interview and field visit in farmer plots at KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, it was found that spraying worker using PPE appropriately. Pesticides applied is handled by Team TUS (Tim Unit Semprot) PT. IIS – Ukui Estate.</p>	
<p>4.6.7</p>	<p>Application of pesticides shall be by proven methods that minimize risk and negative impacts.</p> <p>- Minor compliance -</p> <p>Mechanism for pesticide use and handling was documented in the procedure “Pestisida dan Pengelolaannya AA-APM-OP-1100.11-R1” dated 1 January 2009. Training and dissemination on work instruction including risk and impacts of pesticide applications (Material safety data sheet) has been conducted by organization. Training and dissemination records were sighted.</p> <p>All the workers interviewed has used the personal protective equipment meet with the safety rules and work instruction such as: Aprons, safety goggles, chemical mask, hand gloves (2 type: cotton inside and rubber outside) and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p>Spraying tank and PPE (apron, cloth and mask) are washed by designated person in a designated area after use. Field observation conducted to the washing facility at Traksi Ukui Estate. Water from washing activity are reused for the next spraying activity. There is no potential contamination observed. Person interview was understood his job and responsibility.</p> <p>Data verified: “Monitoring on using of PPE for spraying (monthly) under record “Monitoring Kelengkapan Alat Pelindung Diri Kebun Plasma Ukui”, e.g: date 17th January 2018 (result - OK), date 9th February 2018 (result - OK), date 7th June 2018 (result - OK), date 10th July 2018 (result –</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>OK), date 19th August 2018 (result – OK), date 8th September 2018 (result – OK), date 5th October 2018 (result – OK), date 12th November 2018 (result – OK)</p> <p>Smallholder Ukui Group: Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers’ area. Spraying works performed by TUS team which provided by PT Inti Indosawit Subur according to:</p> <ul style="list-style-type: none"> – Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 013/SPK/KLU/I/2017 dated 2 January 2017 between KUD Sumber Bahagia and PT Inti Indosawit Subur – Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 15/SPK/KLU/I/2017 dated 2 January 2017 between KUD Karya Bersama and PT Inti Indosawit Subur – Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 17/SPK/KLU/I/2017 dated 2 January 2017 between KUD Usaha Baru and PT Inti Indosawit Subur 	
4.6.8	<p>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.</p> <p>- Major compliance -</p>	<p>Based on interview with auditee and field observation, there are no pesticides applied aerially in Soga Estate and Ukui Plasma.</p>	Comply
4.6.9	<p>Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.</p> <p>- Minor compliance -</p>	<p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training was delivered by Pesticide and Fertilizer Commission of Agriculture Department Riau Province (Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau). Training for pesticides operator against limited pesticide usage has been carried out 22 September 2015 certificate of training can be demonstrated during audit.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>A refreshment training for all operator pesticide also has been conducted each year by Foreman and field Assistant, latest performed on June 2018</p> <p>During interview in the field, they can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and danger, personal protective equipment and first aid.</p> <p>Smallholders Ukui Group: Based on the minutes of the training, farmer groups have been given an understanding of the use of herbicides/pesticides (the use of doses and weeds corresponding to herbicides/pesticides) as well as the active ingredients contained in each herbicide/ pesticide, as well as the means of handling the herbicide/pesticide waste that has been used.</p> <p>Data seen: Training on handling pesticides in smallholders was conducted on 28th July 2018 attended by 17 of applicator spraying</p>	
4.6.10	<p>Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated.</p> <p>- Minor compliance -</p> <p>Mechanism for pesticide use and handling was documented in the procedure "Pestisida dan Pengelolaannya AA-APM-OP-1100.11-R1" dated 1 January 2009. Training and dissemination on work instruction including risk and impacts of pesticide applications (Material safety data sheet) has been performed by organization cooperated with Syngenta on 14 March 2018 to all sprayers and chemical workers (see indicator 4.6.5). Training and dissemination records were sighted.</p> <p>Personnel interviewed can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and danger, personal protective equipment and first aid. Several Daily Work Program of circle weeding spray using agrochemicals was sighted. It was noted that agrochemicals (Elang 480 SL and Metsulindo) use were approved and registered agrochemical.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>All the workers interviewed has used the personal protective equipment meet with the safety rules and work instruction such as: Aprons, safety goggles, chemical mask, hand gloves (2 type: cotton inside and rubber outside) and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p>Spraying tank and PPE (apron, cloth and mask) are washed by designated person in a designated area after use. Field observation conducted to the washing facility at Traksi Ukui Estate. Water from washing activity are reused for the next spraying activity. There is no potential contamination observed. Person interview was understood his job and responsibility.</p> <p>Ukui Smallholder: Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers' area. Spraying works performed by TUS team which provided by PT Inti Indosawit Subur according to:</p> <ul style="list-style-type: none"> - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 02/SPK-TUS/KLU/I/2018 dated 4 January 2018 between KUD Mekar Abadi and PT Inti Indosawit Subur - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 02/SPK-TUS/KLU/I/2018 dated 4 January 2018 between KUD Karya Tani and PT Inti Indosawit Subur - Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 02/SPK-TUS/KLU/I/2018 dated 4 January 2018 between KUD Tani Subur and PT Inti Indosawit Subur <p>Plasma Ukui has prepare the hazardous waste storage to store the ex pesticide/herbicide container. Hazardous waste storage Plasma Ukui has a permit according to "Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Pelalawan Nomor: KPTS.503/DPMPSTP-LB3/2018/17 dated 12 October 2018.</p>	

Criterion / Indicator		Assessment Findings	Compliance
4.6.11	<p>Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available.</p> <p>- Major compliance -</p>	<p>SOGA Estate: Latest medical checkup carried out by PT. Inti Indosawit Subur – Ukui Group. A total of 151 sprayers, fertilizer applicators, mandores and supervisors have been tested for blood test, SGPT, SGOT, Ureum, Creatinin, Cholinesterase. Medical check up by Focus Clinic, dated 10-12 September 2018. Sampled worker: Mespandi (sprayer mandor) all normal; Sinta Sidabalok (sprayer) all normal; Tiurmince Marbun (sprayer). Result of medical check up have been disseminated on 6-7 December 2018, all sampled worker have signed the result explained.</p> <p>Smallholder Ukui Group: Spraying works are conducted by TUS from company workers. Company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test.</p> <p>Data verified: Record of Medical (every six months) available under “Laporan Rekapitulasi Hasil Medical Check-Up Inti Indosawit Subur – Plasma, dated 10th September 2018 was conducted by Focus Clinical Laboratory in Pekanbaru. These MCU was attended by all workers of sprayers (TUS – tim unit semprot in Ukui iI), e.g: Mrs Sudiarti, Mrs Tri Suci, Mrs Derlina, Mrs Jumiah, Mrs Ponasri.</p>	Comply
4.6.12	<p>Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p>SOGA Estate: Available in “Data Tes Kehamilan Kebun Soga 2018” – period January – November 2018. All pregnancy test result shows “negative”. Sampled by month: January 2018 attended by 38 sprayers and 47 fertilizer applicators; May 2018 attended 36 sprayers and 48 fertilizer applicators; September 2018 attended 33 sprayers and 50 fertilizer applicators. Sampled female sprayers: Tumiyem, Murjiem, Delima Rodiana Matanari, Resmi Sudarti boru Manalu, Yanti Suryanti Sihombing, Sinta Sidabalok, Tiur Mince Marbun, Tien boru Ginting, Siti Kholijah Dongoran (sprayers) – all negatve. Sampled female sprayers: Lindawaty Bancin, Riada boru Nainggolan, Febriyanti, Sofia Asih, Ritaboru Sirait, Yuliana Ricchi boru Silaban, Tri Suci Nurmaya Sari, Mersida Junawarni Barasa, Sulastri (fertilizer applicator) – all negatve.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		Smallholders Ukui Group: Checklist on monitoring of pregnancy (monthly), for period Jult to December 2018, there were reported no workers in pregnant condition (negative detection), e.g: Mrs Kunik, Mrs Selly, Mrs Jumiah, Mrs Mayrianti, Mrs Sari, Mrs Susi, Mrs Lia.	
Criterion 4.7 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 -	PT. Inti Indosawit Subur: As per "Kebijakan Perusahaan" dated 1 December 2014 – point 3 and 5: "To implement and maintain integrated environment, social, food safety, occupational health and safety management system in accordance to national and international standard". "To integrates environment, social, food safety, occupational health and safety issues in company operations, and adopting "best technology available", if technically and economically viable, and mantain trained, skilled and motivated manpower in order to improve performance through continuous improvement". Health and safety plan for mill and estate have been prepared, as explained in 4.7.3. Mill machineries permit: Sterilizer: "Akte Izin No.03/B.0101 untuk Bejana Uap (Sterilizer No.2)" dated 10 November 1995. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2020. Sterilizer: "Akte Izin No.03/B.0303 untuk Bejana Uap (Sterilizer No.4)" dated 28 November 2001. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2020. Steam separator: "Akte Izin No.048/BU/PLLWN/2005 untuk Bejana Uap (Steam Separator)" dated 20 December 2005. Last inspection 13 June 2016 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 13 June 2020.	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Boiler: "Akte Izin No.03/BP.0028 untuk Ketel Uap" dated 18 May 2006. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2020.</p> <p>Boiler: "Akte Izin No.III/KU/PL/2004 untuk Ketel Uap No.1" dated 30 October 2003. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2020.</p> <p>Back Pressure Vessel: "Akte Izin No.03/B.0102 untuk Bejana Uap (BPV)" dated 10 November 1995. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2020.</p> <p>Backhoe Loader: "Izin Pemakaian Backhoe Loader No.DSTK/10/PAA/VI/2014" dated 3 June 2014. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2019.</p> <p>Electrical installation: "Pengesahan Penggunaan Pemakaian Instalasi Listrk No.078/IL-L/PLLWN/2005 untuk Instalasi Listrik PKS Ukui II, Kabupaten Pelalawan, Provinsi Riau" dated 20 December 2005. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result OK. Due in 31 May 2019.</p> <p>Lighting arrester installation: "Pengesahan Penggunaan Pemakaian Instalasi Penyalur Petir Konvensional – bentuk runcing tunggal" dated 15 December 2005. Last inspection 31 May 2018 by third party appointed inspector, PT. Jesindo Mandiri. Result pass for operation. Due in 31 May 2019.</p> <p>Mill's operator license: License for tractor operator "Sertifikat Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Pesawat Angkat dan Angkut Operator K3 Traktor No.Ser.13.3525-OPK3-PAA/VI/2012" under name Rahmad Dinata, dated 22 June 2012. License as in "Lisensi K3 Pesawat Angkat dan Angkut No.P.12.11091-OPK3-LT/PAA/X/2017" under name Rahmad Dinata, valid through 20 October 2022. License for sterilizer operator "Sertifikat Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Operator K3 Pesawat Uap Kelas 1 No.Ser.11.1332-OPK3-PUBT-B.I/IX/2011" under name Hartono, dated 21 September 2011. License as in "Lisensi Operator Pesawat</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Uap No.P.11.1332.OPK3-PUBT-B.I/IX/2017” under name Hartono valid through 29 September 2022.</p> <p>License for loader operator “Sertifikat Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Pesawat Angkat dan Angkut Operator K3 Becho Loader No.Ser.12.3536-OPK3-PAA/VI/2012” under name Ridwan, dated 22 June 2012. License as in “Lisensi K3 Pesawat Angkat dan Angkut No.P.12.11102-OPK3-LT/PAA/X/2017” under name Ridwan, valid through 20 October 2022.</p>	
<p>4.7.2</p>	<p>A documented risk assessment shall be available and its implementation shall be recorded.</p> <p>- Major compliance -</p> <p>UKUI-2 POM: HIRADC for Ukui 2 POM have been prepared, last review and update 5 January 2018 for all activities and location for mill scope.</p> <p>Noise analysis from Sucofindo dated 31 May 2018: Kernel station 91.8 dB, engine room 92.0 dB, sterilizer 81.3 dB.</p> <p>PPE provision for kernel station: on May 2018, Ear Muff provided for Pawit, Reni Hartono, Predi Aprianto, Wiwin marunda Nainggolan, Agus Wijayanto, Maulana Sidiq (Sterilizer Operators), Erwin Saputra, Suroso, Suriadi (Engine Room operator), Fajar Saputra, Hisal Roy Bakkara (Kernel station operators).</p> <p>SOGA ESTATE and SEI LALA ESTATE: Soga Estate prepared HIRADC 2018.</p> <p>NC Major: Risk analysis for Ukui II POM was not consistent with procedure for determining risk value. Objective evidence: Consequence value 15 determined for one fatality; value 7 determined for serious injury causing permanent disability, value 3 determined for injury requires medical treatment; value 1 determined for injury requires first aid. Location: Loading ramp; Activity: Returning rejected FFB; Identified risk: Injury and head wound; Consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p>	<p>Not Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Location: Sterilizer; Activity: FFB processing; Identified risk: Injury and head wound; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Threshing station; Activity: Operating distributing conveyor and replacing conveyor; Identified risk: Fatality; consequence value: 7 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: Loading hopper; Activity: Cleaning scrap metal; Identified risk: Injury; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>Location: BST; Activity: Cleaning dispatch floor; Identified risk: cough and respiratory infection; consequence value: 15 – not consistent; affecting the determination of alternative risk control.</p> <p>In Ukui II POM laboratory, there is a use of hexane as reagent (carcinogenic) however, these risk have not been taken into HIRADC consideration. Furthermore, during visit to laboratory, there was no PPE as per mandated from MSDS available.</p> <p>Soga Estate prepared HIRADC 2018. The risk analysis matrix was found not consistent with the current methodology. The risk analysis only taking into consideration frequency x consequences. In addition, the risk evaluation was not consistent.</p> <p>Location: Plantation; Activity: FFB and loose fruit loading; Identified risk: Injury and permanent disability; Consequence value: 5 (for fatality) – not consistent; affecting the determination of alternative risk control.</p> <p>Smallholder Ukui Group: ICS (Plasma) has demonstrated the document of risk assessment under “Dokumen Hazard Identification Risk Assessment and Control (HIRAC)/Analisis Risiko” including each KUD (smallholders), last review was conducted on 16th February 2018. The document has covered for all activities in smallholders (Plasma), e.g: harvesting, transport of FFB, manuring, application of pesticides (spraying), lose fruit evacuation, weighing of FFB.</p> <p>Plasma Smallholder manager prepared a risk assessment, with calculation of impact value, consequences value, possibility value. All activity, all area have been evaluated. An OHS plan prepared – majority to provide and control use of PPE.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3 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.</p> <p>- Major compliance -</p>	<p>UKUI-2 POM: Health and safety plan available under "Program Management K3 2018 – Pabrik Ukui Dua":</p> <ul style="list-style-type: none"> - Program: Identifying hazard factor with safety inspection and observation; Objective: to control number of accident and near miss; Timeline: Once per month; - Program: safety committee meeting on monthly basis; Objective: to control number of accident and near miss; Timeline: Once per month; - Program: Ensure all visitor to Ukui II POM wear PPE; Objective: Safety behaviour; Timeline; - Program: simulation on hydrant use, simulation on fire extinguisher use, fire extinguisher inspection, standard PPE provision, basic safety training, first aider training, operator license extension; Objective: Safety Program; Timeline: June and November 2018; - Program: Provision of extra fooding for worker and MCU; Objective: health program; Timeline: July and December 2018; <p>PPE provision: Safety shoes, respirator, glove provided in April 2018 for 27 worker process 2nd shift. PPE provision for kernel station: on May 2018, Ear Muff provided for Pawit, Reni Hartono, Predi Aprianto, Wiwin marunda Nainggolan, Agus Wijayanto, Maulana Sidiq (Sterilizer Operators), Erwin Saputra, Suroso, Suriadi (Engine Room operator), Fajar Saputra, Hisal Roy Bakkara (Kernel station operators).</p> <p>Medical check up for all mill workers carried out on 30 April 2018. There were 98 workers examined. The medical check up result communicated to each worker on 29 May 2018. Medical check up for 15 mill workers with high risk, carried out on 10-11 September 2018. The worker with high risk and exposed to noise were examined. Sample seen: Ardiles Manurung (laboratory), Joko Sudiyono (warehouse keeper), Hartono, Masdiyanto, Sondang Siringo-Ringo, Toni, Suhadi (Boiler), Parjo (Water treatment). All worker examined in fit to work condition.</p> <p>SOGA ESTATE: Health and safety plan available under "Program Management K3 Kebun Soga Tahun 2018" prepared March 2018:</p> <ul style="list-style-type: none"> - OSH Inspection: Activity: PPE use inspection; Purpose: to reduce work related injury (zero accident); Program: Provision and standardization of safety shoes, mask, earplug, ear muff, goggle, etc.; Priority: High; Timeline: July & December; - Health Program: Activity: Medical Check Up; Purpose: To understand employee's health status; Program: Medical check up twice per annum; Priority: Mid; Timeline: January & October; 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>PPE provision: 20 July 2018 provided masker respirator for 4 sprayers (Suyanti, Jumiah, Lamria, Tien boru Ginting). 18 July 2018 provided 19 pairs rubber glove, 19 aprons, 19 goggles for 19 sprayers: Erista, Tiurmince, Ervina P, Afni Siregar and other. 11 May 2018 provided 20 pairs gum boot for 20 sprayers.</p> <p>PPE provision for harvester: 7 February 2018 for Abdul Marbun provided with gumboot and helmet. 9 March 2018 for Suparjan provided with helmet. 21 March 2018 for harvester; Yusman, Jupriadi, Ramdani provided with gum boot.</p> <p>PPE use monitoring as per "Daftar Cek List APD Karyawan Panen A, B, C" for harvesters period January – November 2018. Check for use of helmet, gum boot, sickle cover.</p> <p>PPE use monitoring as per "Daftar Cek List APD Karyawan" for sprayers period January – November 2018. Sampled workers: Tiurmince, Erista, Afni Siregar use goggle, masker, apron, hand glove, gum boot.</p> <p>Plasma KUD Tani Subur: Hadi Prayitno and Susanto from KUD Tani Subur have attended OHS training on 25 September 2018. Training related to basic safety for oil palm plantation operation and use of PPE. KUD Tani Subur (Juliansyah. Rozali Amin) handed over 50 sets PPE (helmet, goggle and sickle cover) to harvester (Komarudin) in their oil palm plantation operation, dated 11 January 2018.</p> <p>KUD Tani Bahagia: Salijan and Giyanto from KUD Tani Bahagia have attended OHS training on 25 September 2018. KUD Tani Bahagia (Odi Warhadi, Usman) handed over 50 sets PPE (helmet, goggle and sickle cover) to harvester (Anshori) in their oil palm plantation operation, dated 5 January 2018.</p> <p>KUD Karya Tani: Hermianto and Sumaji from KUD Karya Tani have attended OHS training on 25 September 2018. KUD Karya Tani (A. Yani - secretary) handed over 50 sets PPE (helmet, goggle and sickle cover) to harvester (Muhadi) in their oil palm plantation operation, dated 7 January 2018.</p>	
4.7.4	<p>The responsible person(s) for occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.</p> <p>UKUI-2 POM: Soga Estate have the health and safety committee structure. The committee acknowledge by government "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Riau No.148/Disnakertrans-PK/SK-P2K3/VII/2018 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) PT. Inti Indosawit Subur, PMKS Ukui-2" dated 23 July 2018.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance -</p>	<p>The safety officer have been trained and certified "Sertifikat Pembinaan Pengawasan Norma Keselamatan dan Kesehatan Kerja Ahli Keselamatan dan Kesehatan Kerja atas nama Risbet Sipayung No.Ser.16.7025/AK3/U/XI/2016" dated 21 November 2016. License "Kartu Tanda Kewenangan Ahli K3 No.Reg.34805/PK3/Ak/14/2016/P0 atas nama Risbet Sipayung" valid through 21 November 2019. Appointment of safety officer acknowledge by government "Keputusan Menteri Ketenagakerjaan RI No.KEP.7189/NAKER-BINWASK3/XI/2016 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum atas nama Risbet Sipayung" dated 21 November 2016, valid for 3 years.</p> <p>Safety committee meeting on monthly basis: 15 January 2018, 17 March 2018, 10 April 2018, 12 May 2018, 15 June 2018. The meeting attended by management, supervisor and workers. Minutes of meeting and attendance list evident, as reported to government (Dinas Tenaga Kerja dan Transmigrasi Provinsi Riau) on 17 July 2018.</p> <p>SOGA ESTATE:</p> <p>Soga Estate have the health and safety committee structure. The committee acknowledge by government "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Riau No.147/Disnakertrans.PK/VII/2018 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) PT. Inti Indosawit Subur, Kebun Soga" dated 23 July 2018.</p> <p>The safety officer have been trained and certified "Sertifikat Pembinaan Pengawasan Norma Keselamatan dan Kesehatan Kerja Ahli Keselamatan dan Kesehatan Kerja atas nama Juliver Samosir No.Ser.17.9890/AK3/U/XI/2017" dated 17 November 2017. License "Kartu Tanda Kewenangan Ahli K3 No.Reg.45481/PK3/AJ/14/2017/P0 atas nama Juliver Samosir" valid through 17 November 2020. Appointment of safety officer acknowledge by government "Keputusan Menteri Ketenagakerjaan RI No.KEP.9489/NAKER-BINWASK3/XI/2017 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum atas nama Juliver Samosir" dated 24 November 2017, valid for 3 years.</p> <ul style="list-style-type: none"> Safety committee meeting on monthly basis: 15 January 2018, 19 February 2018, 22 March 2018, 16 April 2018, 28 May 2018, 20 June 2018. The meeting attended by management, supervisor, mandores and workers. Minutes of meeting and attendance list evident, as reported to government (Dinas Tenaga Kerja dan Transmigrasi Provinsi Riau) on 17 July 2018. Latest safety committee meeting dated 22 November 2018. 	
<p>4.7.5 A procedure for emergency and work accident shall be available in Indonesian Language; and</p>	<p>Soga Estate & Ukui-2 Mill:</p>	<p>Not Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>the workers, who have attended First Aids training, are available in the working areas.</p> <p>- Minor compliance -</p>	<p>Emergency procedures has been established; for first aid and emergency situation under "Penanganan Keadaan Darurat – Pertolongan Pertama pada Kecelakaan No.AA-447-001-FM-R1" – December 2014.</p> <p>The team for emergency situation has been established – as part of safety committee. Ukui II POM and Soga Estate are able to demonstrate adequate first aid officer, equipped with first aid kit.</p> <p>First aid officer for Ukui II POM and Soga Estate: Suryanto. License for Suryanto is certificate no. Ser.4744/PK3-P3K/X/2015 dated 22 October 2015 as "Pembinaan Keselamatan dan Kesehatan Kerja (K3) Bidang Pertolongan Pertama Pada Kecelakaan di tempat Kerja".</p> <p>Data seen:</p> <ul style="list-style-type: none"> • Training for first aider dated 24-25 August 2018 was attended by 20 workers • Certificate no Reg 18352/P3K/KK/14/2015, namely Mrs Nopinta Br Surbakti as first aider at workplace, dated 22th October 2015. <p>However, During field visit in Harvesting activity Block C98h Afdeling 3 Soga Estate in 18 December 2018, found:</p> <ul style="list-style-type: none"> - Leakage condition of Povidone Iodine bottle. - First Aid equipment (Alcohol) was expired since March 2016. <p>Therefore, an emergency equipment are not well maintain properly. This is raised as NC minor.</p> <p>Smallholder Ukui Group: Guidelines on accident and emergency procedures are available and disseminated to all group members. The emergency plan covers the cases of first aid for accident, agrochemical intoxication/exposure, earthquake, flooding, landslide, fire break/forest fire and spillage. First aid kit available with field mandor. Regular training concerning OHS and emergency procedures has been provided by Ukui Smallholder Management.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.6</p> <p>All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group have provided clinic for all workers. Referral are made to nearest hospital if there is case of severe/critical. Company also provides social and helath insurance in form of BPJS Ketenagakerjaan and BPJS Kesehatan – for all workers.</p> <p>Sampled worker holds Jamsostek/BPJS card. Payment made based on proportion from employee’ salary deduction and company’s levy, as per regulation.</p> <p>Data verified:</p> <ul style="list-style-type: none"> – Billing statement of medical care (BPJS Kesehatan), amount tobe paid IDR XX,265,025, number of employees covered 487 workers payment dated 10th December 2018 <p>Electrronic payment system (e-payment) on BPJS Ketengakerjaan dated 14th December 2018, payment code 3316030062665 amount IDR XX,693,415 covering for 559 employees.</p> <p>UKUI-2 POM:</p> <p>Interview with sample workers at Grading Station/Sortation (initial PKA – permanent workers/SKU-H and intial RUS – contract worker), Engine Room (initial SYH), it is confirmed that accident insurance (BPJS TK) and medical care insurance (BPJS KES) already covered. The sample workers able to shown their insurance card onsite.</p> <p>Smallholders Ukui Group:</p> <p>Ukui Smallholder management provides contribution for the medical care should any worker/member had an accident. Kelompok tani/farmer group has a cash saving and readily available to contribute for the medical care if accident case happens. Individual members basically will responsible if any work related accident occurs in their oil palm plot. As to date, no case of accident happened.</p> <p>Data seen:</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		KUD Tani Subur, KUD Tani Bahagia, KUD Karya Tani -> "Surat Bantuan Kecelakaan Kerja kepada Pekerja/Petani dated 3 rd January 2018, consists of medical help due to incidents (if any), assistance fie in harness, assistance on medicinal treatment.	
4.7.7	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance	<p>SOGA Estate: Record of occupational injuries available year 2018 under "Rekapitulasi Laporan Kecelakaan Kerja"</p> <p>Based on report of "Kecelakaan Kerja" year 2018, there were 6 accidents got a rise out of 15 working days of lost time by accidents.</p> <p>A discrepancy noted between accident records in Soga Estate: Record "Notulen Rapat P2K3 Kebun Soga" period January – March 2018, April – June 2018, July – September 2018 stated no case with lost time incident. However, comparing to data for referral onto hospital, a total of 305 lost working days recorded.</p> <p>Therefore, Calculation for lost time from accident record was found to be inaccurate. This is NC minor.</p> <p>Smallholders Ukui Group: Record of Occupational injuries available for each KUD, such as:</p> <ul style="list-style-type: none"> - "Rekaman Kejadian Kecelakaan" in KUD Bakti reported by paramedist in central klinik Trimulya Jaya (puskesmas), there were no incidents reported since January – November 2018 - "Rekaman Kejadian Kecelakaan" in KUD Sumber Makmur reported by paramedist in central klinik Bukit Gajah (puskesmas pembantu – PUSTU), there were no incidents reported since January – November 2018 <p>"Rekaman Kejadian Kecelakaan" in KUD Bukit Potalo reported by paramedist in central klinik Desa Ukui Dua (puskesmas pembantu – PUSTU), there were no incidents reported since January – November 2018</p>	Not Comply

Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.8		
All staff,workers, smallholders and contract workers are appropriately trained.		
4.8.1	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.</p> <p>- Major compliance -</p> <p>Program Training year 2018 available under document "Program dan Realisasi Pelatihan Tahun 2018" kebun Ukui 1 – such as:</p> <ul style="list-style-type: none"> - Basic safety: planned in September 2018 - OHS training: planned in November 2018 - Training on implementation of integrated pest management: planned in October 2018 - Training on handling pesticides: planned in March 2018 - Refresh on training of operational procedure: planned in April 2018 - Training for paramedhis (hiperkers): planned in August 2018 <p>Record of training realization:</p> <ul style="list-style-type: none"> - OHS training record dated 10th November 2018 was attended by 27 workers - Training for first aider dated 24-25 August 2018 was attended by 20 workers - Basic fire training dated 3rd September 2018 was attended by 15 workers - Refresh training on operational procedure dated 19th September 2018 was attended by 34 workers - Refresh training on integrated pest management dated 22th October 2018 was attended by 25 workers - Training on application of fertilizer dated 25th April 2018 was attended by 26 workers. <p>Smallholders Ukui Group: Training Program Program in Smallholders year 2018 under "Rencana Pelatihan (Bulanan) 2018", such as:</p> <ul style="list-style-type: none"> - Training on implementation of RSPO PnC requirement for smallholders member, planned in September 2018 - Training on harvesting to workers in smallholders, planned in March 2018 - Training on integrated pest management, planned in July 2018 - Socialization on preparing of replanting in smallholders, planned in March 2018 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> - Training on application of fertilizer in smallholders, planned in April 2018 <p>Record on realization of training program, e.g:</p> <ul style="list-style-type: none"> - Attendance list on training of implementation of RSPO PnC requirement dated 20th July 2018 was attended by 19 smallholders member, location Plasma Ukui office - Socialization on preparing on replanting plan dated 9th February 2018 was attended by 17 smallholders members <p>Training on block mapping (GIS), date 23th February 2018 was attended by 27 smallholders member.</p>	
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>Training record for each employee available under "Personal Data Training", such as:</p> <p>Mr Lamijo (foreman in Plasma Ukui – Mandor SP 1A), record data training, e.g:</p> <ul style="list-style-type: none"> - Date 20th July 2018 on training of implementation of RSPO PnC requirement in Smallholders - Date 28th July 2018 on training of application of fertilizer - Date 20th July 2018 on training for supervisor of harvesting - Date 9th February 2018 on training of preparation replanting plan - Date 23th February 2018 on training of block mapping (GIS) <p>Mr Eko Maryanto (foreman in Plasma UKUI – Mandor SP 3A), record data training, e.g:</p> <ul style="list-style-type: none"> - Date 20th July 2018 on training of implementation of RSPO PnC requirement in Smallholders - Date 28th July 2018 on training of application of fertilizer - Date 20th July 2018 on training for supervisor of harvesting - Date 9th February 2018 on training of preparation replanting plan - Date 23th February 2018 on training of block mapping (GIS) <p>Mr Ferdinand Damanik (foreman in Plasma UKUI – Mandor SP 1B), record data training, e.g:</p> <ul style="list-style-type: none"> - Date 20th July 2018 on training of implementation of RSPO PnC requirement in Smallholders - Date 28th July 2018 on training of application of fertilizer 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> - Date 20th July 2018 on training for supervisor of harvesting - Date 9th February 2018 on training of preparation replanting plan - Date 23th February 2018 on training of block mapping (GIS) <p>Mr Muhammad Yusuf Nasution (foreman in Plasma UKUI – Mandor SP Ukui II), record data training, e.g:</p> <ul style="list-style-type: none"> - Date 20th July 2018 on training of implementation of RSPO PnC requirement in Smallholders - Date 28th July 2018 on training of application of fertilizer - Date 20th July 2018 on training for supervisor of harvesting - Date 9th February 2018 on training of preparation replanting plan - Date 23th February 2018 on training of block mapping (GIS) <p>Mr Jiwanto (foreman Plasma UKUI – Mandor SP 5B), record data training, e.g:</p> <ul style="list-style-type: none"> - Date 20th July 2018 on training of implementation of RSPO PnC requirement in Smallholders - Date 28th July 2018 on training of application of fertilizer - Date 20th July 2018 on training for supervisor of harvesting - Date 9th February 2018 on training of preparation replanting plan - Date 23th February 2018 on training of block mapping (GIS) 	
Principle 5: Environmental responsibility and conservation of natural resources and biodiversity			
Criterion 5.1			
Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
5.1.1	Environmental impact assessment document(s) shall be available. - Major compliance -	The environmental impact analysis documented in ANDAL, RKL RPL included consultation with relevant stakeholders to identify impacts and to develop any mitigation measures. PT Inti Indosawit Subur – Ukui group is able to demonstrate environmental impact assessment in AMDAL document (Studi Analisis Dampak Lingkungan/ANDAL Perkebunan Kelapa Sawit Pola PIR – Transmigrasi dan Pabrik Minyak Kelapa Sawit/PMKS di Kabupaten Kampar,	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Indragiri Hulu dan Bengkalis Propinsi Riau). AMDAL document has approval as per "SK Menteri Pertanian No.013/ANDAL/HA/V/95" dated 05/05/1995. In addition, environmental management and monitoring plan - RKL/RPL as per "Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996" dated 04/04/1996.</p> <p>PT Inti Indosawit Subur – Ukui Group has increase the mill capacity in 2009, Environmental Impact Assessment for mill capacity increase has been conducted and presented in "Dokumen Pengelolaan dan Pemantauan Lingkungan Hidup (DPPL) Peningkatan kapasitas PMKS dan Sarana Pendukung PT Inti Indosawit Subur Kebun Ukui". DPPL document has been approved by Riau Governor as per "Surat Keputusan Gubernur Riau No.976/X/2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) untuk Peningkatan Kapasitas PMKS dan sarana pendukung PT. IIS – Kebun Ukui untuk Kebun Inti dan Kebun Plasma dengan Kapasitas Ukui I POM (90 ton TBS/jam) dan Ukui II (75 ton TBS/jam)", dated 28/10/2009.</p> <p>Environmental Impact Assessment for Kernel Crushing Plant operation presented in "Dokumen Upaya Pengelolaan Lingkungan (UKL) dan Upaya Pemantauan Lingkungan (UPL) Kegiatan Pabrik Pengolahan Kernel Pada Pabrik PMKS Ukui - 1". UKL-UPL document has been approved by Badan Lingkungan Hidup Kabupaten pelalawan (Environmental Agency Pelalawan regency) as per "Pengesahan Badan Lingkungan Hidup Kabupaten Pelalawan No.660/BLH-AM/2012/180 tanggal 22 Februari 2012 tentang Rekomendasi atas UKL-UPL Kegiatan Pembangunan KCP di Pabrik Ukui I".</p> <p>Environmental impact assessment covered in ANDAL, RKL RPL document and environmental aspect and impact, e.g.:</p> <p>Pre construction:</p> <ul style="list-style-type: none"> - Employee recruitment <p>Construction:</p> <ul style="list-style-type: none"> - Nursery - Land clearing and planting preparation 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Infrastructure and supporting facility construction and development - Land preparation - Imature Palm oil plant upkeeping - Mill location planning - Palm Oil Mill construction <p>Operation :</p> <ul style="list-style-type: none"> - Mature plantation upkeeping - Soil and water conservation - Land application (waste water application to palm oil plantation) and EFB application - Harvesting and collecting FFB - FFB transportation to Palm Oil Mill - FFB Processing in Palm Oil Mill - Transportation facility providing and maintenance - CPO and PK transportation - Waste water processing - Replanting - Partnership cooperation <p>Environmental impact assessment was conducted through regular environmental monitoring, e.g. river water quality, mill effluent quality, air emission, economical condition, social and culture of community and wildlife conservation.</p> <p>Environmental monitoring and management report reported in regular basis each semester in "Laporan Pelaksanaan Izin Lingkungan". Report semester I (Period January – June 2018) has been sent to the government (Dinas Lingkungan Hidup Kab. Pelalawan on 29 August 2018, to PPE Region Sumatera on 29 August 2018 and to KLH/Ministry of Environment and Forestry on 1st September 2018). Evidence of report submission can be demonstrated in "Daftar Distribusi Eksternal" and "Tanda terima Elektronik Sistem Informasi Pelaporan Elektronik Lingkungan Hidup (SIMPEL) KLHK No ID 1535767773-1745.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Ukui Smallholder: Environmental Impact Assessment and HCV assessment of Ukui Plasma has identified the significant potential environmental impacts deriving from operational activities such as land clearing, land development and road construction at palm oil plantations.</p> <p>Smallholder Manager has provided document of Aspect – Impact Evaluation of the environment as per "Evaluasi Aspek Dampak Lingkungan EMS-431-002-LT updated on 22 January 2018. Contain information of work activities, pollutant and environmental impact, action plan to mitigate the pollution and environmental impact, target and PIC.</p>	
<p>5.1.2</p>	<p>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.</p> <p>- Minor compliance -</p> <p>Environment management plan document were available in Environmental management plan (RPL-Rencana Pengelolaan Lingkungan) document. Document has been approved by Governor Riau as per "Surat Keputusan Gubernur Riau No.976/X/2009 tanggal 28 Oktober 2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan. Environmental management based on document, e.g:</p> <ul style="list-style-type: none"> - Air quality and noisy management from FFB processing performed by installing the emission monitoring facility in the boiler and genset stack; installing safety in boiler stack, install the cyclone and dust trap in boiler stack, control the emission, controlling fuel efficiency, emission measurement of vehicle, boiler and generator, standard knalpot usage, reduce the vehicle speed in emplacement, road maintenance and signboard installation, OHS implementation in Palm Oil Mill. - Surface water quality and water biota management performed in order to prevent and control the physic and chemist quality of surface water comply to PP Nomor 82 tahun 2001. Performed by create terracing, land cover crop planting in open area and sloping area, organic fertilizer usage, natural predator usage for pest control, operating IPAL, land application, flat bed maintenance in land application area, housekeeping implementation and proper waste handling. - Soil quality management performed by land application management according to KepMen LH No. 28 Tahun 2003, groundwater quality check, flat bed maintenance, vegetation planting around waste water pond and maintenance of waste water pond, domestic and hazardous waste management. 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Erossion and sedimentation management performed by creating and maintenance the individual terrace (tapak kuda) in area with slope 3 – 15% and maintain the land cover crop (Leguminosae), frond stacking and EFB application. - Flora fauna management perfomed by signboard installation regarding prohibition of plant destruction in conservation area, vegetation enrichment in conservation area, wildlife protection and maintain the conservation area. - Community perception management performed in order to prevent and control the negative perception and potential conflict from community against employee recruitment process. Company has conducted workers recruitment transparently, each vacancy were publish to surrounding village, FFB purchasing from local plantation surrounding company, coaching and conseling to plasma member, CSR programme implementation. <p>During field observation and document verification, it can be demonstrated that all the environmental management plan has been implemented as per document RKL-RPL. The evaluation of environmental management plan effectivity has been carried out and presented in RKL-RPL report semester I 2018.</p> <p>Ukui Smallholder: During site visit and interview with smallholder member in KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, they have implementing the environmental impacts and contribute to reduce the environmental impact. For example, the ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag was delivered to collector; they aware about prohibition chemical activity near to the river and prohibition of animal hunting in the plantation area.</p> <p>Ukui Smallholder Manager has developed mitigation plan to reduce environmental risks, presented in "Hasil Identifikasi Sumber Polusi di Perkebunan Petani" dated 4 January 2018. Mitigation plan develop by Group Manager such as:</p> <ul style="list-style-type: none"> - Optimize FFB transportation, by one way and not returning to the kavling/block to reduce the fossil fuel usage 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - TPH arrangement along the side collection road to become one way to ease the FFB transportation - Performing the proper fertilizing and appropriately to reduce the water pollution, prohibit to fertilizing in riparian area (3 m from left and right side) - Use the appropriate PPE to reduce the impact of spraying activity and cooperate with TUS team PT Inti Indosawit to handling the chemical weeding in Plasma Ukui. - Proper application of fertilizer dan pesticide according to recommendation and handle by trained person. - Minimize the electrical usage to reduce the fosil fuel and air pollution. 	
5.1.3	<p>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.</p> <p>- Minor compliance –</p>	<p>Environment monitoring plan document were available in Environmental Monitoring plan (RPL-Rencana Pemantauan Lingkungan) document. Document has been approved by by Governor Riu as per "Surat Keputusan Gubernur Riau No.976/X/2009 tanggal 28 Oktober 2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan. Environmental monitoring based on document :</p> <ul style="list-style-type: none"> - Air quality and noisy monitoring from FFB processing performed by emission measurement against Boiler and generator each semester, ambient air quality measurement each semester, noisy measurement (indoor and outdoor) each semester, odor measurement each semester. Air emission quality in Ukui II POM analyze by Sucofindo Testing Laboratory. Boiler emission and Genset emission test conducted on 18 May 2018. Report of sampling and analysis Certificate No. 01415/CLAIAL dated 31 May 2018; Analysis air emission of: Boiler 01, 02, 03, Genset 01 dan 02. According to report analysis of air emission can be demonstrated that all parameter analyzed was met with the standard and comply with Environmental Minister Decree No. PerMenLH No. 21/2008 Attachment IVA, Environmental Minister Decree No. Kep-07/MENLH/2007 Attachment I. Air ambient quality has been test as well by Sucofindo, Certificate of Analysis No. -1417/CLAIAL shown that the resul of analysis was comply with Government Regulation No. 41/1999. - Surface water quality and water biota monitoring to prevent and control the physic and chemist quality of surface water comply to PP Nomor 82 tahun 2001. Perfomed by waste

Criterion / Indicator	Assessment Findings	Compliance
	<p>water quality monitoring each month, hazardous waste monitoring, land application monitoring, surface water quality monitoring each semester. Waste water quality monitoring and surface water quality analyze by UPT Laboratorium Bahan Konstruksi Dinas PU & Penataan Ruang Prov. Riau. Waste water analysis result since January – September 2018 shown comply with regulation Peraturan Gubernur Riau No. 35 Tahun 2007 & KepMENLH No. 28 tahun 2003. Surface water quality test on 7th March 2018 shown the result "Report of Analysis No. MT.1/03.07.100.185" is comply with regulation. Surface river water quality analysis conducted by Sucofindo on 21 May 2018 at Air Hitam River upstream and downstream, Certificate of Analysis No. 01414/CLAIAL dated 11 June 2018 shown the result of analysis was comply with Government Regulation of Republic Indonesia No. 82/2001.</p> <ul style="list-style-type: none"> - Soil quality monitoring performed by soil sampling analysis in "rorak, antar rorak and lahan control", EFB application monitoring, groundwater analysis each year. Latest soil analysis conducted on 2 May 2018 by BINALAB, Report of analysis No. 104-11/BINA/V/2018. Groundwater analysis conducted on 4th June 2018 in Well control of land application (LA) and non LA by UPT Laboratorium Bahan Konstruksi Dinas PU & Penataan Ruang Prov. Riau. Report of Analysis No. MT.1/12.06.24.24 and MT.1/12.06.24.85 shown comply with regulation PerMenKes No. 416/MENKES/Per/IX/1990. - Erossion and sedimentation monitoring performed by erosion measurement according to USLE method. Measurement result since January – June 2018 shown erosion level between 6.27 – 28.63 ton/ha/year for Soga Estate and categorized as very good criteria. - Flora fauna monitoring perfomed by wildlife monitoring and monitoring the conservation area each month. Monitoring Since January - June 2018 shown that there were 18 species of animal presence (consist of 4 species mammal, 2 species reptile and 12 species aves) in Sungai Napuh/Bengkarai Conservation area. - Community perception monitoring performed by community interview, employee data monitoring, interview with village head or public figure regarding their perception to company. Company has monitored the public perception through questioner each year. Questiner to public perception regarding the impact of company presence has been 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>disseminated to surrounding community. Latest monitoring of public perception has been performed in 2017, questioner of public perception can be demonstrated and well documented in RKL-RPL report semester II 2017. Generally public perception was positive regarding the company presence and contribution to the surrounding community.</p> <p>All management plan has been implemented well by company according to RPL document. The implementation report has been reported to government agency per semester (six monthly).</p> <p>During field observation and document verification, it can be demonstrated that all the environmental monitoring plan has been implemented as per document RKL-RPL. The evaluation of environmental monitoring plan effectivity has been carried out and presented in RKL-RPL report semester I 2018. Evaluation consist of:</p> <ul style="list-style-type: none"> - Trend evaluation of air ambient quality, air emission, odor, ground water quality, water quality, surface water quality, soil erosion shown that the result of monitoring are all parameter is met with the standard of regulation. Trend evaluation of water usage still under the budget/standard; biodiversity trend evaluation shown that there were still found the presence of animal including protected animal; Social economic trend evaluation shown increasing each year. Overall the trend evaluation shown the consistency and increasing in environmental performance. - Critical evaluation, the critical point in environmental monitoring is waste water quality and surface water usage. Based on the result of monitoring shown that waste water quality since January – June 2018 was met with regulation (BOD < 5,000 mg/l and pH 6 – 9). Surface water usage trend is increasing due to increasing of FFB processed. - Compliance evaluation to regulation. According to evaluation of impact against soil erosion, water quality, soil quality, air quality, biodiversity, surrounding social and economic, health and safety, indicated that PT Inti Indosawit Subur – Ukui I POM has comply with all relevant regulation. Public perception monitoring for 2018 is in progress. 	

Criterion / Indicator		Assessment Findings	Compliance
		<p>Ukui Smallholder: Smallholder management has organize the training for member on environmental risks and mitigation measures on 6 – 8 December. The training record were evident such as: attendant list, minutes of training and photograph. The smallholder reviewed the management plan on two-yearly basis.</p> <p>Smallholder management monitor the usage of ex fertilizer sack in Plasma Ukui each month. The monitoring record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2018. Sample seen KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani.</p> <p>Smallholder management also monitor the implementation of mitigation plan to reduce the environmental impact such as: ensure the TUS team not performing spraying work near to the river (3 m from left and right side), ensure there is no illegal hunting in plantation area of Plasma Ukui.</p>	
<p>Criterion 5.2 The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>			
5.2.1	<p>Record(s) on the results of High Conservation Value (HCV assessment) that includes both the planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is in cooperation with Faculty of Forestry, Bogor Agriculture University in preparing HCV Identification "Dokumen Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) di Areal Perkebunan Kelapa Sawit di Kebun Ukui dan Soga pada tahun 2010". Guidance use is HCV Toolkit 2008. The document has put into consideration the landscape condition, including Teso Nilo National Park near the plantation. HCV assessment was including plasma/scheme smallholder area.</p> <p>The assessment team comprise of Ir.Nyoto Santoso, MS as lead assessor HCV RN registered lead assessor, Ir.Heru B Pulunggono, MSc (hydrology and soil conservation), Handian Purwawangsa, S.Hut, MSI, (social), Iing Nasihin S.Hut, MSi (flora and GIS), Tutut Sunarminto, MSi, (social and cultural), Yanti Apriyanti, S.Pi (social and cultural), Rizki Ratna Ayu Paramita Sari, S.Hut (social and cultural). The HCV assessment identified the presence</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance																																							
	<p>of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total (under PT Inti Indosawit Subur – Ukui Group/Ukui Estate and Soga Estate) of 234.458 Ha.</p> <p>HCV in Soga Estate</p> <table border="1" data-bbox="864 523 1935 1098"> <thead> <tr> <th>HCV</th> <th>Status</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>River/Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>27.770</td> </tr> <tr> <td>Tributary/Anak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>5.985</td> </tr> <tr> <td>Tributary/Anak-Anak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>0.800</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kiri</td> <td>1.1, 4.1</td> <td>31.005</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kanan</td> <td>1.1, 4.1</td> <td>19.656</td> </tr> <tr> <td>Waste water pond/Kolam Limbah</td> <td>1.1, 4.1</td> <td>2.057</td> </tr> <tr> <td>Water reservoir/Waduk</td> <td>1.1, 4.1</td> <td>2.400</td> </tr> <tr> <td>Graveyard/Makam Afdeling 1</td> <td>1.1, 4.1</td> <td>0.443</td> </tr> <tr> <td>Graveyard/Makam Afdeling 5</td> <td>1.2, 1.3, 2.3, 5</td> <td>0.060</td> </tr> <tr> <td>Graveyard/Makam Afdeling 2</td> <td>6</td> <td>2.109</td> </tr> <tr> <td>Graveyard/Makam Arah SP VI</td> <td>6</td> <td>0.005</td> </tr> <tr> <td>Total</td> <td></td> <td>92.290</td> </tr> </tbody> </table> <p>Most of the HCV identified, located within the existing plantation. Company maintain the riparian area. A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>). Reptile such as "Ular</p>	HCV	Status	Ha	River/Sungai Napuh	1.1, 1.2, 4.1	27.770	Tributary/Anak Sungai Napuh	1.1, 1.2, 4.1	5.985	Tributary/Anak-Anak Sungai Napuh	1.1, 1.2, 4.1	0.800	River/Hulu Sungai Air Hitam Kiri	1.1, 4.1	31.005	River/Hulu Sungai Air Hitam Kanan	1.1, 4.1	19.656	Waste water pond/Kolam Limbah	1.1, 4.1	2.057	Water reservoir/Waduk	1.1, 4.1	2.400	Graveyard/Makam Afdeling 1	1.1, 4.1	0.443	Graveyard/Makam Afdeling 5	1.2, 1.3, 2.3, 5	0.060	Graveyard/Makam Afdeling 2	6	2.109	Graveyard/Makam Arah SP VI	6	0.005	Total		92.290	
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Criterion / Indicator	Assessment Findings	Compliance
	<p>Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>HCV assessment performed in consultation with relevant stakeholders/public consultation.</p> <p>The HCV identification report was peer reviewed by WWF on 10/25/2010 - 10/27/2010.</p>	
<p>5.2.2</p>	<p>Whererare, threatened or endangered (RTE) species and or other HCVs are present or 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.</p> <p>- Major compliance -</p> <p>The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total in Soga Estate was 92.290 Ha. A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>). Reptile such as "Ular Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>Company has prepared a procedure for protection of flora and fauna, explained in Environmental Management System: Biodiversity (AA-432-002e-LT), IUCN redlist (AA-432-006-LT), CITES list (AA-432-07-LT).</p> <p>Estate has established the management plan to maintain and/or enhance High conservation value area. HCV management and monitoring plan described measures taken for each HCV and its monitoring. Relevant laws were taken into account for determining appropriate measure including UU #5/1990 about Natural resources conservation, PP#7/1999 about List of protected plan and wildlife, Kepres #32/1990, and PP #26/2008. Conservation management plan Soga Estate update on 12 May 2018, consist of :</p> <ul style="list-style-type: none"> - Area demarcation and maintenance the boundary markers - Sosialization of HCV area and protection to employee and surrounding community 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Riparian restoration - Prohibiting chemical application in riparian zone/river border <p>Signboards are placed on the area identified with conservation values. Monitoring for the HCVs are carried out as per Conservation Management Plan. The conservation management plan covers area enhancement, socialization to workers and local communities, prohibition of chemical regime near the area and river buffer zone restoration. Plan for monitoring and patrol has been incorporated into the management and monitoring plan. Another effort planned was to have HCV sign board and "no-hunting" sign boards placed near identified HCV areas – on progress.</p> <p>PT Inti Indosawit Subur – Ukui Group is also having procedure to monitor the protected/conservation area as per "SOP Pemantauan Areal Lindung" No.AA-PL-08-EFP – describing procedure for vegetation monitoring, wildlife monitoring (path and rapid method), conservation area inspection procedure, vegetation enhancement procedure and data analysis procedure.</p> <p>Field observation to HCV area and document verification "Laporan Monitoring Pengelolaan Tumbuhan dan Satwa Nilai Konservasi Tinggi" of PT Inti Indosawit Subur – Kebun Soga period semester I 20187 can be demonstrated that the measures contained in the management plan been actively implemented. The report of HCV management and monitoring regularly reported to BKSDA Provinsi Riau, latest report semester I has been submit to BKSDA Provinsi Riau on 18 July 2018. Company continuously disseminating HCV and wildlife protection to employee and surrounding community.</p> <p>Ukui Smallholder: The management of Ukui Smallholder has develop the Conservation Management Plan 2018, updated on 8 February 2018 consist of:</p> <ul style="list-style-type: none"> - Area demarcation and maintenance the boundary markers - Sosialization of HCV area and protection to employee and surrounding community - Riparian restoration 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>- Prohibiting chemical application in riparian zone/river border Smallholder manager has defined the SOP for individual members to report on threats to HCVs and presence of RTE species in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>Each individual member shall be identified and observe the RTE species in their kavling. Each member notes the presence of RTE species in their "Buku Panduan dan Catatan Petani", the report was delivered to Group Manager ICS foand forward to official of "BKSDA Riau". If the RTE species was Sumata Elephant Group Manager ICS coordinated with BKSDA Riau and WWF Flying Squad to handle and prevent the conflict between human and animal.</p>	
5.2.3	<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.</p> <p>- Minor compliance –</p> <p>Ukui II POM has programme to socialize the status of protected, rare, threatened or endangered (RTE) to all workers minimum once a year. Latest socialization conducted on 16 May 2018.</p> <p>Soga Estate also has programme to socialize the status of protected, rare, threatened or endangered (RTE) to all workers minimum once a year and in particular for new employee. Latest socialization conducetd on 6 April 2018. Attendant list of socialization can be demonstrated. Company also installed the HCV signboard and awareness of animal protection and prohibition of illegal hunting at strategic area.</p> <p>Ukui Smallholder: Management of Ukui Smallholder has conducted refresh training of HCV to smallholder (KUD and KT). For example resfresh training on 31 January 2018 attend by 25 participant from KUD Bukit Potalo. The training records were evident such as: attendant list, minutes of training and photograph. Each KUD and KT Plasma Ukui has disseminated the HCV training content to the entire smallholder member by their head of smallholder group (KT).</p> <p>Management of Ukui Smallholder also provided "Buku Panduan dan Catatan Petani Plasma" which contains information and guidance on HCV and RTE species status and the regulation</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	of prohibition of the HCV destruction, RTE species illegal hunting and how they involve and contribute to conserve the HCV and RTE species.	
5.2.4	<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.</p> <p>- Minor compliance –</p> <p>Company has prepared Conservation Management Plan, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status.</p> <p>Company has consistently monitors the status of HCV area, as well as protected flora and fauna species. This is recorded in "Laporan Monitoring Tumbuhan dan Satwa Liar PT Inti Indosawit Subur Kebun Soga periode Semester I 2018" (monitoring period January – June 2018). The report explains the monitoring on status of pland and wildlife, disturbance and damage to the protected area.</p> <p>Wildlife observations are conducted monthly by Mandor HCV in each Afdeling. Latest observation in November 2018 documented in the "Daftar Temuan satwa liar di areal kebun" observed several protected species in Afdeling I, II, III, IV and IV such as: cekakak belukar (<i>Halcyon smyrnensis</i>), Kipasan belang (<i>Rhipidura javanica</i>), Crimson Sunbird (<i>Aethopyga siparaja</i>), Biawak (<i>Varanus salvator</i>), Ular Kobra (<i>Naja sumatrana</i>), Kucing akar (<i>Felis bengalensis</i>). Types of mammal such as <i>Felis bengalensis</i>, <i>Tragulus javanica</i>, <i>Muntiacus muntjak</i>, <i>Manis javanica</i> is rarely seen at the time of observation. Reptilian which frequently observed was Biawak (<i>Varanus salvator</i>) and Kadal (<i>Mabouya sp</i>).</p> <p>Ukui Smallholder: Management of Ukui Smallholder has defined the mechanism for individual members to report on threats to HCVs in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>All member has responsible to report the presence of RTE species, animal conflict, and threats to HCVs in their kavling. They report to KUD or KT and forward to Smallholder Manager.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Plasma Ukui has performed monitoring of wildlife each month by WKAK (Wadah Kerja Antar Kelompok) or head of KT (Pengurus Perlindungan Satwa Liar). Each KUD has assigned the PIC to monitor the protected animal and species based on decree letter:</p> <ul style="list-style-type: none"> - SK Pengurus KUD Tani Subur, Desa Sei Beberas Hilir, Kecamatan Lubuk Batu Jaya Nomor: 001/KUD-TS/SK/SBH/I/2018 dated 17 January 2018, assigned person Mr. Puji Santoso - SK Pengurus KUD Tani Bahagia, Desa Kulim Jaya, Kecamatan Lubuk Batu Jaya Nomor: 001/KUD-TB/SK/KJ/I/2018 dated 17 January 2018, assigned person Mr. Salijan - SK Pengurus KUD Karya Tani, Desa Sei Beras Beras, Kecamatan Lubuk Batu Jaya Nomor: 001/KUD-KT/SK/SBB/I/2018 dated 17 January 2018, assigned person Mr. Herman <p>Wildlife monitoring recorded in "Formulir Daftar Temuan Satwa Liar". For example monitoring result at KUD Tani Subur, KUD Tani Bahagia and KUD karya Tani on November 2018 there were found the presence of Cekakak belukar (<i>Halcyon smyrnensis</i>), Biawak (<i>Varanus salvator</i>), Elang hitam (<i>Ictinaetus malayanus</i>), Ular Kobra (<i>Naja sumatrana</i>), Kucing hutan (<i>Felis bengalensis</i>).</p> <p>Company reported the management and monitoring of HCV including the animal presence each semester to BKSDA Provinsi Riau. Latest report semester I has submit to BKSDA Riau on August 2018, report receipt from BKSDA can be demonstrated.</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>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		Duing audit and based on field visit as well as interview with local stakeholder, there is no reporting in cases where there is an overlap of local community rights and HCV areas. All owner has the legal land title or authority letter.	
Criterion 5.3			
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	A documented identified source of all waste and pollution, shall be available. - Major compliance -	<p>Ukui II Mill and Soga Estate: Waste products have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts) EMS-431-003-LT. This document is updated once a year, latest updated on 6 April 2018. All activity generating waste both mill and estate has identified. PT Inti Indosawit Subur has a waste management plan, identifying type and source of waste and the disposal plan.</p> <p>PT Inti Indosawit Subur has a procedure to handle hazardous waste under "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains mechanism to collecting the waste, recording and disposal to licensed third party.</p> <p>The company store hazardous waste in temporary storage with permit based on "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Company has permit to store the hazardous waste maximum for 180 day. The hazardous waste from temporary storage is sent to the registered collector which approved by Environmental Ministry, namely PT Sumatera Deli Lestari Indah-PT Indostar Cargo. PT Inti Indosawit Subur has cooperated as per:</p> <ul style="list-style-type: none"> - "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Karya Nusa Bumi Persada No. 001/KKP/IIS-SDLI-ISC-KNBP/III/2018" dated 2 March 2018. 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Prasadha Pamunah Limbah Industri No. 002/KKP/IIS-SDLI-ISC-PPLI/III/2018" dated 2 March 2018. - "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 003/KKP/IIS-SDLI-ISC-AMP/III/2018" dated 2 March 2018. <p>PT Indostar Cargo also has a permit of hazardous waste transporting as per "Kartu Pengawasan Izin Penyelenggaraan Angkutan Barang Khusus Untuk Mengangkut Barang Berbahaya Nomor: SK.798/AJ.309/DJPD/2018/120710258BB-0025" dated 26 Februari 2018 valid until 26 Februari 2019 and "Rekomendasi Pengangkutan Limbah B3 Nomor: B-4674/Dep.IV/LH/PDAL/05/2015" dated 27 May 2015 valid until 27 May 2020 from Ministry of Environment and Forestry. PT Karya Nusa Bumi Persada, PT Prasadha Pamunah Limbah Industri and PT Andhika Makmur Persada as a processor of hazardous waste also has a licenced and permit from government, evidence of approval licence can be demonstrated.</p> <p>Ukui Smallholder: Source of pollution and waste has identified by Ukui II Smallholder and presented in document "Identifikasi Sumber Polusi di Perkebunan Petani"</p> <p>Ukui Smallholder manager 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 KLU-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. During site visit and interview with smallholder member in KUD Sumber Makmur and KUD Bukit Potalo, they were well aware of the mechanism.</p> <p>Ukui Smallholder management has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoring record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2018. For example in KUD Tani Subur were use 2,792 ex fertilizer sack for loosefruit on August 2018; in KUD Tani Bahagia</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>were used 7,038 ex fertilizer sack for loosefruit and in KUD Karya Tani were use 3,670 ex fertilizer sack for loosefruit.</p>	
<p>5.3.2</p>	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p> <p>Ukui II Mill and Ukui Estate: The disposal methods of chemicals and their containers were described on documented procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. PT Inti Indosawit Subur – Ukui Group collects all hazardous waste from each estates and mills into temporary hazardous waste storage in central workshop compound. The temporary hazardous waste storage has the applicable permit, as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020.</p> <p>Ukui II POM delivered the hazardous waste such as: used oil, used fuel filter, ex chemical container and others to the temporary hazardous waste regularly, maximum one month after generated from Ukui II POM. Evident of hazardous waste delivery presented in "Catatan Serah Terima Limbah B3". For example: Catatan Serah Terima Limbah B3 dated 15 September 2018 from Ukui I POM to TPS LB3 consist of: Used oil 100 L, Bram bubutan (metal scrap) 740 kg, Ex Paint container 80 kg, used fuel filter 75 kg. PT Inti Indosawit Subur has an agreement in transporting the hazardous waste with contractor PT Sumatera Deli Lestari Indah-PT Indostar Cargo as per:</p> <ul style="list-style-type: none"> - "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Karya Nusa Bumi Persada No. 001/KKP/IIS-SDLI-ISC-KNBP/III/2018" dated 2 March 2018. - "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Prasadha Pamunah Limbah Industri No. 002/KKP/IIS-SDLI-ISC-PPLI/III/2018" dated 2 March 2018. 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>- "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 003/KKP/IIS-SDLI-ISC-AMP/III/2018" dated 2 March 2018.</p> <p>Agreement contract valid for one year. PT Sumatera Deli Lestari Indah – PT Indostar Cargo is a licensed hazardous waste collector and PT Prasadha Pamunah Limbah Industri is a licensed user, processor and hazardous waste hoarders.</p> <p>PT Indostar Cargo also has a permit of hazardous waste transporting as per "Kartu Pengawasan Izin Penyelenggaraan Angkutan Barang Khusus Untuk Mengangkut Barang Berbahaya Nomor: SK.798/AJ.309/DJPD/2018/120710258BB-0025" dated 26 Februari 2018 valid until 26 Februari 2019 and "Rekomendasi Pengangkutan Limbah B3 Nomor: B-4674/Dep.IV/LH/PDAL/05/2015" dated 27 May 2015 valid until 27 May 2020 from Ministry of Environment and Forestry. PT Karya Nusa Bumi Persada, PT Prasadha Pamunah Limbah Industri and PT Andhika Makmur Persada as a processor of hazardous waste also has a licenced and permit from government, evidence of approval licence can be demonstrated.</p> <p>Records of hazardous waste:</p> <ul style="list-style-type: none"> - Neraca Limbah B3, reported each quarter to Environmental Agency Pelalawan Regency. Latest report submission for period July – September on 30 October 2018 and also verified for report period April – June 2018. Hazardous waste balance per 14 December 2018 as below: <ul style="list-style-type: none"> ✓ From Ukui Estate: Used oil 317 kg, Used fuel filter 21 pcs, Used air filter 2 pcs, Contaminated oil 120 litre, Medical waste 0.5 kg, Ex pesticide container 216 kg, Ex chemical container 82.5 kg. ✓ From Ukui I POM: Used oil 1,436 kg, Used fuel filter 0, Used air filter 19 pcs, Metal scrap 720 kg, Ex chemical container 3 pcs, ex TL lamp 0.5 kg. - Catatan Serah Terima Limbah B3 from TPS Limbah B3 Ukui to PT Indostar Cargo dated 9 October 2018, Vehicle Number BM9172TU, Driver: Sihotang. - Hazardous Waste Manifest (Dokumen Limbah B3) by transporter PT Indostar Cargo on 9 October 2018: 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> ✓ Nomor 0020633 dated 9 October 2018 item used oil with volume 4.137 ton, processor by PT KNBP ✓ Nomor 0020632 dated 9 October 2018 item used rags with volume 0.425 ton, processor by PT Prasadha Pamunah Limbah Industri ✓ Nomor 0020631 dated 9 October 2018 item used Filter with volume 0.012 ton, processor by PT Prasadha Pamunah Limbah Industri ✓ Nomor 0020630 dated 9 October 2018 item ex chemical container with volume 1.078 ton, processor by PT Prasadha Pamunah Limbah Industri ✓ Nomor 0020634 dated 9 October 2018 item scrap metal waste with volume 1.3 ton, processor by PT Andika Makmur Persada. <p>Ukui Smallholder: Proper disposal of pesticide waste material was implemented according to procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes. Ukui Smallholder was not manage the spraying activity itself, the spraying activity is performed by TUS Team (Team Unit Semprot) PT Inti Indosawit Subur. Hazardous waste from ex pesticide/herbicide container has been manage as per procedure.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder Manager. Ex fertilizer sack were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2018. For example in KUD Tani Subur were use 2,792 ex fertilizer sack for loosefruit on August 2018; in KUD Tani Bahagia were</p>	

Criterion / Indicator	Assessment Findings	Compliance
	used 7,038 ex fertilizer sack for loosefruit and in KUD Karya Tani were use 3,670 ex fertilizer sack for loosefruit.	
5.3.3	<p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>- Minor compliance –</p> <p>The company has developed hazardous waste management plan, including infectious waste from clinic. The hazardous waste collected in temporary storage and disposed off through licensed contractor. The Company has a MoU with PT Sumatera Deli Lestari Indah-PT Indostar Cargo for transporting and collecting hazardous waste and medical waste. Transporter also has cooperation with licenced contractor to processing hazardous waste, namely PT Prasadha Pamunah Limbah Industri and PT Andika Makmur Persada.</p> <p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan EMS-431-003-LT" latest updated on February 2018. Waste management in particular of hazardous waste was documented in "Neraca Limbah B3" which reported to Environmental Agency Office each quarter.</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company built the waste storage.</p> <p>UKUI-II POM:</p> <p>Inappropriate waste disposal found during site visits: Found disposal of empty motorcycle lubricant container, empty paint can, empty grease pile, empty hydraulic oil drums in scrap yard Ukui II POM. Based on waste management plan, all hazardous waste should be disposed off into permitted hazardous waste storage.</p> <p>Found disposal of empty motorcycle lubricant and filter mesh in housing complex Soga Estate, Afdeling IV. Based on waste management plan, all hazardous waste should be disposed off into permitted hazardous waste storage.</p>	Not Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>This is NC minor.</p> <p>Ukui Smallholder: Smallholder Manager has developed mechanism of domestic waste management. The mechanism has disseminated to all KUD, KT and member. Domestic waste management perform by segregating organic and inorganic waste. Organic waste used as composting and inorganic waste was selected by type of waste such as: paper and plastic waste collected and deliver to collector, glass and steel was collected and delivered to PT IIS waste storage and other inorganic waste deliver to final sanitary landfill.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder Manager. Ex fertilizer sack were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoring record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2018. For example in KUD Tani Subur were use 2,792 ex fertilizer sack for loosefruit on August 2018; in KUD Tani Bahagia were used 7,038 ex fertilizer sack for loosefruit and in KUD Karya Tani were use 3,670 ex fertilizer sack for loosefruit.</p>	
<p>Criterion 5.4 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.</p> <p>- Minor compliance –</p>	<p>Soga Estate and Mill monitors the use of diesel fuel every month. Budget usage of diesel fuel in Soga Estate is 26,051 L per month. Actual usage of average diesel fuel per month is 27,226 L with ratio average 2.47 L/ton FFB, while the budget is 4.27 L/ton FFB. Total diesel fuel usage from January to November 2018 is 299,494 L and still under budget 286,561 L.</p> <p>While in Ukui II Palm Oil Mill budget usage of diesel fuel is 17,261.75 L per month. Actual average diesel usage per month 10,737.50 L. Total diesel fuel usage from January to</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>November 2018 was 128,850 L and still under budget 207,141 L. Diesel fuel use trend in 2018 decreasing. Ukui II POM has monitoring the diesel fuel usage each month. Diesel fuel efficiency has implementing by use renewable energy from fiber/shell and reduce the generator set operation.</p> <p>Diesel fuel efficiency in Estate the efficiency of diesel is done by limiting the genset working hours for housing but not reducing the basic need of electricity for housing. Each home unit is also limited for 2 amperes of power. Beside that, plan for improving efficiency of the use of fossil fuels and to optimise renewable energy are:</p> <ul style="list-style-type: none"> ▪ Repair broken road and maintenance the road to get best time for FFB transporation ▪ Repair and maintenance the vehicle and heavy equipment to get best condition for fossil fuel saving. • Program savings by calculating the ratio of fuel usage, each tool and vehicle. Ex; Bus: 3.7 Km / Lt, Dump truck: 3:58 km / Lt, Truck: 3.6 km / Lt, Supervision: 8 km / Lt, Tractor: 4 l / hm, Grader: 8LT / hm, Backhoe: 7 lt / hm, Genset: 22 l / hm, Small Genset: 5.8 l / hm <p>Company used all the fibre and kernel shell as renewable energy for boiler fuel. The remaining fibre and kernel shell used as replacement of diesel fuel when the palm oil mill is not operating. Company has prepared for fibre and shell -fueled boiler utilization every month. Since January – November 2018 total fibre use for boiler fuel Ukui II POM was 32,314 ton and shell usage for boiler fuel was 11,680 ton.</p> <p>Ukui II POM has a programme to reduce the diesel fuel usage by monitoring the electricity usage by mill management, reducing the diesel fuel usage for generator set by substitute the electric usage from generator set to become PLN electric. Since January – November 2018, the diesel fuel usage total was 128,850 L and still under budget 207,141 L.</p> <p>Program has covered plan to use renewable energy from fiber/shell and from fossil fuel/HSD fuel. Based on energy use data, palm oil mill has utilized more fiber/shell, up to 95% - as energy compared to use of HSD oil use. Ukui II POM shows "Laporan Unit Pabrik" up to</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>November 2018, Based on data of energy production, shows increase, has been monitored monthly basis.</p> <p>Ukui Smallholder: The Smallholder manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Untuk Meningkatkan Efisiensi Penggunaan Energi" dated 4 January 2018. Below are the management plan to reduce the pollutant and emissions:</p> <ul style="list-style-type: none"> - Optimize FFB transportation, not to return to Kavling - Aranging the FFB collection place (TPH) along the collection road to become one way to ease the FFB transportation - Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling. <p>Convert the generator usage to become PLN electric usage to reduce the emission of generator usage.</p>	
<p>Criterion 5.5 Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			
5.5.1	<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.</p> <p>- Major compliance -</p>	<p>It was noted that Soga Estate has conducted replanting activities since 2017. Procedure of Replanting was documented in SOP AA-APM-OP-1100.20-R6 dated 16 February 2017. The procedure described the company commitment to "Zero Burning" by using chipping and stacking using excavator by bucket modification. Procedure of replanting mentioned that Field Assistant, Head Assistant and Estate Manager must perform checks to ensure that the contractor does not perform burning for land preparation for replanting. In the procedure of replanting mentioned that, the methods used are: Toppling trees using heavy equipment (excavators); Chipping: cutting palm trunk, so as not infected with ganoderma; Planting LCC, so that the decay of the old oil palm trunks can be faster; Planting of oil palm. This method has been used in replanting the whole plantation belonging to Asian Agri group including PT Inti Indosawit Subur – Soga Estate.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>All the replanting activities requires to be documented and monitored, such as: Schedule of replanting (chipping, digging and planting), progress planting LCC (Legume Cover Crop) and Minutes Works replanting (Progress in the Works Contractor).</p> <p>The company has also established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p>Based on field observation, it was evident that no fire has been used for replanting in Ukui Estate.</p> <p>Ukui Smallholder: The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per "Kebijakan Manager Plasma Ukui" dated 2 December 2016, Revised in 16 January 2017 in poin 6: "Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap" (Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke).</p> <p>The policy has communicated to individual member and available in guidance book (Buku Panduan dan Catatan) which distributing to all farmers as well as the information display on the notice board in filed also emphasize on the no use of fire policy. Latest socialization conducted 8 June 2018 for all KUD in Plasma Ukui. During interview with smallholder member in KUD Tani Bahagia, KUD Tani Subur and KUD Karya Tani indicated that they have understanding on zero burning policy.</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>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -		
Criterion 5.6			
Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
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>Identification of pollution and emission sources at Mill and Estates activities was evident. The source of pollution, type of pollution and its control was documented in List of environmental aspect and impact evaluation "Evaluasi Aspek – Dampak Lingkungan EMS-431-003-LT" latest updated on 5 Februari 2018 (Soga Estate) and 5 March 2018 (Ukui II POM):</p> <ul style="list-style-type: none"> - Boiler stack emission including particulate and soot - Diesel electric generator emission - POME methane emission - Use of fertiliser - Use of pesticide/herbicide - Use of chemical material - Vehicle and heavy equipment emission <p>All the activities of mill and estate as well as the waste generated from 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. Sample seen:</p> <ul style="list-style-type: none"> - Report of sampling and analysis by Sucofindo, Certificate No. 01415/CLAIAL dated 31 May 2018; Analysis air emission of: Boiler 01, 02, 03, Genset 01 dan 02. According to report analysis of air emission can be demonstrated that all parameter analyzed was met with the standard and comply with Environmental Minister Decree No. PerMenLH No. 21/2008 Attachment IVA, Environmental Minister Decree No. Kep-07/MENLH/2007 Attachment I. - Report of sampling and analysis by Sucofindo No. 01437/CLAIAL dated 31 May 2018; Analysis air emission of: genset 02 Perkins 20KVA and Genset 03 Cummins 185 KVA. 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>The result of analysis is comply with the standard of Environmental Minister Decree PerMenLH No. 21/2008 attachment IVA and Labor Minister Decree Np. Kep-13/MEN/2011.</p> <ul style="list-style-type: none"> - Report of sampling and analysis by Sucofindo No. 01393/CLAIAL dated 4 June 2018; analysis emission for motor vehicle Loader Beco Case 580 and Tractor New Holland; The result of analysis is comply with the standard of Environmental Minister Regulation No. 05/2006 Attachment I. <p>PT IIS – Ukui II POM has calculate the GHG emission using appropriate tools RSPO Palm GHG Version 3.0.1. Calculation of GHG emission period 2017 (January – December) were available in finding indicator 5.6.3.</p> <p>Ukui Smallholder: Plasma Ukui management has prepared list of significant pollutants and identify sources of emissions, presented in "Identifikasi Sumber Polusi di Perkebunan Petani Kebun Plasma Ukui PT Inti Indosawit Subur 2018". List of significant pollutant such as: emission from FFB transportation, water pollutant from fertilizing and spraying activity, emission from generator usage.</p> <p>Green house gas emission calculation using RSPO Palm GHG Version 3.0.1 has been performed included in PT Inti Indosawit Subur – Ukui II POM and supply bases. Calculation of GHG emission period 2017 (January – December) available in finding indicator 5.6.3.</p>	
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.</p> <ul style="list-style-type: none"> - Major compliance - <p>Company has identify the significant pollutants and greenhouse gas (GHG) emissions under "Evaluasi Aspek Dampak Lingkungan EMS-431-003-LT" latest updated on 5 Februari 2018 (Soga Estate) and 5 March 2018 (Ukui II POM):</p> <ul style="list-style-type: none"> - Boiler stack emission including particulate and soot - Diesel electric generator emission - POME methane emission - Use of fertiliser - Use of pesticide/herbicide 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Use of chemical material - Vehicle and heavy equipment emission <p>To control and minimize the greenhouse gas emission and pollution, company has set the program under "Program Manajemen Lingkungan". The program consists of source of pollution/emission, type of pollution/emission produced, improvement program, person in charge and timeline. The program covers:</p> <ul style="list-style-type: none"> - Control the emission from operational vehicle, where all vehicle shall follows emission test and meet the quality standards; - When vehicle fails to meet quality standard, a repair/maintenance will performed; - Reducing the fossil fuel usage by converting the genset power electricity to become PLN electricity. - Reducing the chemical fertilizer by application the organic fertilizer such as: EFB and waste water for land application - Appropriate fertilizer application (dosage, time, way and place) as per recommendation from R&D - Reducing the herbicide/pesticide usage by Specific target weeds and pest control, implementing the integrated pest management, planting the hostplan as a nest/hostplan for pest predator, introduction and conserving the natural enemies of pest and disease. - Reducing GHG with optimal use of effluent as source of energy for power plant, through use of biogas plant. <p>Ukui Smallholder: Significant pollutants and greenhouse gas (GHG) emissions has identified for Ukui I Smallholder under document of Aspect Impact Evaluation of the environment as per "Evaluasi Aspek Dampak Lingkungan EMS-431-002-LT updated on 22 January 2018. Contain information of work activities, pollutant and environmental impact, action plan to mitigate the pollution and environmental impact, target and PIC.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>The Smallholder manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Untuk Meningkatkan Efisiensi Penggunaan Energi" dated 4 January 2018. Below are the management plan to reduce the pollutant and emissions:</p> <ul style="list-style-type: none"> - Optimize FFB transportation, not to return to Kavling - Aranging the FFB collection place (TPH) along the collection road to become one way to ease the FFB transportation - Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling. <p>Convert the generator usage to become PLN electric usage to reduce the emission of generator usage.</p>	
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.</p> <ul style="list-style-type: none"> - Minor compliance – <p>Company has SOP Manajemen & Metode Menghitung Emisi Gas Rumah Kaca (GHG) AA-MPM-OP-1400.19.R2.</p> <p>Monitoring of air emissions and ambient air quality conducted every semester. Emissions test conducted by Accredited Testing Laboratory. The results of the analysis can be demonstrated, and it was indicate in accordance with the quality standards established. For examples the emission test results for Genset 02 and 03 on May 2018 based on Quality Standard regulation of the state minister of environment (PERMENLH) No. 13 Year 2009, Appendix I.1a shown that emission analysis result is comply with regulation.</p> <p>Ukui II POM is able to demonstrated "Program Manajemen Lingkungan 2018", detailing plan to reduce significant green house gases that has been identified equipped with a monitoring plan, with explanation of appropriate tools to monitor the effectiveness of the mitigation measures.</p> <p>PT IIS – Ukui II POM has calculate the GHG emission using appropriate tools RSPO Palm GHG Version 3.0.1. According to the calculation of GHG emission period 2017 (January – December) bellow are the summary of GHG emission:</p> <ul style="list-style-type: none"> - Total GHG emission: 8,122.86 tCO₂e from own estate and mill or 2.41 tCO₂e/ha - Total emission/ton product: 0.13 tCO₂e/tCPO or 0.13 tCO₂e/TPK and 0.05 tCO₂e/TPKE 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Based on data input verification can be demonstrated that all data input for GHG emission calculation was valid and relevant with actual condition and well calculated.</p> <p>Ukui Smallholder: Group manager has develop the management plan to reduce pollutants and emissions, presented in "Pedoman Untuk Meningkatkan Efisiensi Penggunaan Energi" dated 4 January 2018. Mitigation measures has been developed and implemented by Ukui Smallholder.</p> <p>Green house gas emission calculation using RSPO Palm GHG Version 3.0.1 has been performed included in PT Inti Indosawit Subur – Ukui II POM and supply bases. Calculation of GHG emission period 2017 (January – December) were available.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills</p>		
<p>Criterion 6.1 Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>		

<p>6.1.1</p>	<p>A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -</p>	<p>PT. Inti Indosawit Subur – Ukui Group has prepared a Social Impact Assessment in cooperation with Faculty of Forestry - Institut Pertanian Bogor (IPB), in 2010. The impact assessment documented within “Identifikasi dan Analisis Sosial untuk Menyusun Roadmap Kelestarian Sosial Perusahaan Perkebunan Kelapa Sawit PT. Inti Indosawit Subur, Kebun Ukui dan Kebun Soga, Provinsi Riau”. The document has covered social impact from nucleus estate (9,732 Ha) and scheme smallholder (13,536 Ha) as well as KKPA (1,660 Ha). The review process has involving stratified random sampling (360 samples) with local community through primary data collection (interview) and secondary data collection. All parties such as transmigrant communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents. The scope of assessment covering tenurial conflict, legality of the scheme-nucleus partnership, production, FFB sortation, road and bridge condition, palm oil mill capacity, environmental pollution, local community participation for plantation activity, CSR/Community development impact for local community, occupational health and safety, training provision for scheme smallholders. The document has also explained the positive and negative impacts from operation of PT Inti Indosawit Subur, as well as the supply base: scheme smallholders and KKPA, in appendix 7.</p> <p>The team member of the Social Researcher of PT IIS- Ukui Group is as follows; Ir. H. Nyoto Santoso (Team Leader) Ir Heru Pulonggono MSc Handian Purwawangsa, S.Hut. MSI Iing Nasihin, S.Hut, Msi Ir. Tutut Sunarminto, Msi Yanti Apriyanti, S.Pi Rizki Ratna Ayu Paramita Sari, S.Hut</p> <p>Social impact analysis covers the condition of the surrounding community related basic needs, land legality, positive and negative impacts, perceptions of surrounding communities, employment, relations with surrounding communities and stakeholder analysis. The document is completed with Social Management Plan and Social Management Recommendations.</p>	<p>Comply</p>
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Criterion / Indicator	Assessment Findings	Compliance
	<p>Ukui Smallholder</p> <p>All the Ukui Plasma development has been done Social Impact Assessment in 2010 in collaboration with the Faculty of Forestry IPB which resulted in the Report of Identification and Analysis of Social Aspects to Formulate Social Sustainability Roadmap of Oil Palm Plantation Company PT Inti Indosawit Subur, Ukui and Soga Estate, Riau Province at the same time with Social Impact Analysis for nucleus estate.</p> <p>Social impact analysis covers the condition of the surrounding community about basic needs, land legality, positive and negative impacts, perceptions of surrounding communities, employment, relations with surrounding communities and stakeholder analysis.</p> <p>The document is completed with a Social Management Plan and Social Management Recommendations.</p>	
<p>6.1.2</p> <p>There shall be evidence that the assessment has been conducted with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group in the social impact analysis has involving local community, in Focus Group Discussion or interview with 18 surrounding villages. All parties such as transmigrant communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents.</p> <p>Ukui Smallholder:</p> <p>Social Impact Assessment has involved the surrounding community (18 villages) including Silikuan Hulu Village, Air Emas Village and Redang Seko Village in Focus Group Discussion (FGD) and interview.</p> <p>Based on the results of a public consultation with the Bagan Limau and Silikuan Hulu Village communities, the company has engaged stakeholders during 2010 Social Impact Assessment.</p>	<p>Comply</p>
<p>6.1.3</p> <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</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. The program covers type of activity and the significant impact/risk, purpose of activity, target, person in charge and time frame for implementation.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>affected parties, shall be available, documented and timetabled, including responsibilities for implementation.</p> <p>- Major compliance -</p>	<p>Based on the results of a public consultation with the Plantation Agency and Smallholder Farmers, the company has conducted a more in-depth evaluation related positive and negative impacts of the replanting program by involving farmer groups and KUDs. As result, to minimize the impact of replanting, the company has continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers by increasing the oil palm productivity, replanting program are now done since the FFB productivity of old plants are decreasing.</p> <p>Based on the results of a review of the social impact study for the 2018 period, the company made a Social Aspect Management Plan in the IIS Ukui and Plasma Plantation, including: Absorption of local staff is still minimal, companies provide training and education) formal and non-formal) so that indigenous people can meet the criteria / qualifications needed by the company; management kebin inti, plasma, CSV regularly provides training and refresh and socialization of funded farmers to know employees. The local community around the plantation already occupies staff positions (Assisten, foreman and also krani).</p> <p>Problems with replanting programs for Plasma and Ukui 1 and 2 Estate; The company has conducted socialization that began in 2012 with a comparative study method at the OPRS Topaz Plantation. The Trans Ukui PIR has started replanting in 2016 covering an area of 472 hectares in the KUD Bina Usaha Baru and in 2018 covering an area of 538 hectares in KUD Sawit Subur.</p> <p>Problems related to information difficulties for obtaining DO for External TBS; after socialization of the mechanism for obtaining DO in 2018, cooperatives have been able to have DO for foreign FFB and outside FFB.</p> <p>There is an issue related to overlapping land between the KKPA plantation and TNTN, the community land of Bagan Limau and Pontian Mekar Villages is overlapping with the National Park, so the realization of the KKPA formation has not been implemented; Since 2014, KKPA has not become a partner of PT Inti Indosawit Subur Kebun Ukui.</p> <p>Ukui Smallholder: The Smallholder Manager already has a Social Management Plan related to the Social Problems Aspects of Ukui Plasma dated 15 November 2018 consisting of 6 types of activities;</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Establish a village development program plan that is included in the operational budget. Repair / maintenance of road facilities used for oil palm plantation production facilities. Planning of Replanting activities Best Management Practice Training of Palm Oil Plantation Management. Manpower management (Social Health and OHS). Land Legality (Land used certificate).</p>	
6.1.4	<p>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.</p> <p>- Minor compliance –</p> <p>The company reviews management of social impacts once a year, most recently carried out in the period of January 2018 and the results of the review are related to the Management Plan for the Social Aspects of PT IIS's Ukui Plantation. The review process also involved the affected surrounding communities, the consultation was carried out during the social impact management review process, which was in December 2017 - February 2018 involving village communities (18 villages) including Silikuan Hulu Village, Air Emas Village and Redang Seko Village etc.</p> <p>The results of the review of the 2017 social impact monitoring period are also a monitoring plan for the 2018 period. " Rencana Pengelolaan Aspek Sosial Terkait dengan Permasalahan Sosial Kebun PT Inti Indosawit Subur Tahun 2018", among which: Absorption of local personnel is still minimal, companies provide training and education (formal and non-formal) so that indigenous people can meet the criteria / qualifications needed by the company; management kebin inti, plasma, CSV regularly provides training and refresh and socialization of funded farmers to know employees. The local community around the plantation already occupies staff positions (Assissten, foreman and also krani). Problems with replanting programs for Plasma and Ukui 1 and 2 Estate; The company has conducted socialization that began in 2012 with a comparative study method at the OPRS Topaz Plantation and Bahilang Plantation. The Trans Ukui PIR has started replanting in 2016 covering an area of 472 hectares in the KUD Bina Usaha Baru and in 2018 covering an area of 538 hectares in the KUD Sawit Subur</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance	
	<p>Problems related to information difficulties for obtaining DO for External TBS; after socialization of the mechanism for obtaining DO in 2018, cooperatives have been able to have DO for the FFB from yard (Pekarangan) and outside FFB (Independent smallholder). There is an issue related to overlapping land between the KKPA plantation and TNTN, the community land of Bagan Limau and Pontian Mekar Villages is overlapping with the National Park, so the realization of the KKPA formation has not been implemented; Since 2014, KKPA has not become a partner of PT Inti Indosawit Subur-Ukui Plantataion.</p> <p>Ukui Smallholder: Smallholder group conducted stakeholder meeting every year as part of reviewing their SIA, the last meeting to evaluate the management plan for monitoring social impact on 15 November 2018 ther report form as "Rencana Kelola Sosial Terkait Aspek Permasalahan Sosial kebun Plasma Ukui Tahun 2018". There would be necessary changes of social impact based on consultancy with stakeholders. During consultation, individual members were participating, and noted that there is no complaint from stakeholder.</p>		
6.1.5	<p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance –</p>	<p>Ukui Smallholder: The Smallholder Manager has established mechanism for communication and consultation "<i>Mekanisme Komunikasi dan Konsultasi</i>" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Based on document of management plan and monitoring od social impact was recorded on "<i>Dampak Sosial Diidentifikasi Dengan Cara partisipatif dan Rencana Penanganan Dampak Negatif Serta Pengembangan dampak Positif period 2018</i>". Based on interview with sampled individual members, they have understood the rules for consultation and communication.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		Each smallholder member has " <i>Buku Panduan dan Catatan Petani Plasma</i> ", whereas explains the flow process of consultation and communication. Both of communication by written or verbal communication to group management are acceptable.	
Criterion 6.2			
There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.			
6.2.1	Communication and consultation procedures shall be documented. - Major compliance -	<p>Company has developed a communication procedure under "Mekanisme Penanganan Permintaan Informasi Stakeholder "(No. SOP; AA-GL-5008.1-R1) dated 22 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.</p> <p>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 provide response to information request in accordance to authority and the communication SOP.</p> <p>Ukui Smallholder: The Smallholder Manager has established mechanism for communication and consultation "Mekanisme Komunikasi dan Konsultasi" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Based on interview with sampled individual members, they have understood the rules for consultation and communication.</p> <p>Each smallholder member has "<i>Buku Panduan dan Catatan Petani Plasma</i>", whereas explains the flow process of consultation and communication. Both of communication by written or verbal communication to group management are acceptable.</p>	Comply
6.2.2	The company shall have official(s) who is responsible for consultation and communications with parties.	Public relation officer is the one responsible to consultation and communication with local community and other interested parties. PT Inti Indosawit Subur - Ukui Group has appointed	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>- Minor compliance -</p>	<p>official responsible for social issues based on Memorandum No.227/HRD/ AA/TL/XI/2014 dated 07/11/2014 for Mr. Danton Ranap Sitompul as Humas (public relation).</p> <p>The job description of public relation officer is to develop and nurture good relationship with all stakeholder, to resolve issues related to social and environmental with internal and external party.</p> <p>Ukui Smallholder:</p> <p>Based on interview with sample smallholder members and document verification, revealed that the Smallholder Manager is responsible for responding to external or internal communications.</p>	
<p>6.2.3 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.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group has a list of stakeholder, most recently carried out on 10 August 2018. The stakeholder consists of government, community and NGO.</p> <p>Government: Kepala Polisi Sektor Ukui (police), Camat Ukui (District Head), Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower service), Kepala Dinas Perkebunan Kabupaten Pelalawan (Plantation service), Dinas Pertambangan dan Energi Kabupaten Pelalawan (Mining and energy service), Badan Pertanahan Nasional Kabupaten Pelalawan (Land office), Badan Lingkungan Hidup Kabupaten Pelalawan (Environment office), Dinas Pekerjaan Umum Kabupaten Pelalawan (Civil work office), Pusat Kesehatan Masyarakat (Health center) Kecamatan Ukui, Palang Merah Indonesia (Indonesian Red Cross) Kabupaten Pelalawan, Badan Pusat Statistik (Statistic Office) Kabupaten Pelalawan, Badan Koordinasi Penanaman Modal (Capital Investment Coordination Board), Kepala Sekolah Dasar 010 (Headmaster), Village Head of Air Hitam Village, Ukui II Village, Bukit Gajah Village, Bukit Jaya Village, Trimulya Jaya Village, Air Emas Village, Kampung Baru Village, Kembang Sari Village, Silikuan Hulu Village, Sei Beberas Hilir Village, Rimpian Village, Pondok Gelugur Village, Lubuk Batu Jaya Village, Tasik Juang Village, Kulim Jaya Village, Air Putih Village, Bagan Limau Village, Lubuk Kembang Bungo Village, and Ukui Village.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Communication records are documented in incoming and outgoing mail Logbook, where in 2018 (up to November 2018) the administration section documents 31 types of Outgoing Letter including the provision of routine information to the government, for example;</p> <ul style="list-style-type: none"> - Request information from DLH on October 17, 2018 through letter no. 660/03 / DLH / 2018/913 regarding the LB3 permit application on behalf of Plasma Ukui I, which was responded to on October 18, 2018 by attending the DLH Kab. Pelalawan. - Request for information from the Tesso Nilo National Park Foundation on 12 October 2018 through letter no. 63 / YTNTN-DE / IX / 2018 related to requests for hearings to build a commitment to implement Elephant BMP for companies around the Conservation Province of Riau Province, responded on October 13, 2018 saying that PT IIS will attend an audience on 23-26 October 2018. <p>Ukui Smallholder:</p> <p>The Smallholder Manager has consistently updated the list of stakeholders, the last update performed on 2 July 2018, where there are 57 stakeholder, e.g:</p> <ol style="list-style-type: none"> 1. Stakeholders from PT IIS (9 stakeholders) 2. Stakeholders from local government (18 stakeholders) 3. Stakeholders related agency in Pelalawan Regency (5 stakeholders) 4. Stakeholder from banks (6 stakeholders) 5. Stakeholder from KUD (18 stakeholders). 	
<p>Criterion 6.3</p> <p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>			
6.3.1	The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and	Soga Estate:	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence.</p> <p>- Major compliance -</p>	<p>The Certificate Holder has established mechanism to handle complaint and grievances, "SOP Penanganan Keluhan dari Eksternal No.AA-GL-5005-R0 01" explains mechanism to resolve external complaint; "SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No.AA-HR-308 0.5R0" related to internal grievance mechanism, for employee, Company also provides comment box at each unit office; and there is a mechanism for land dispute resolution, "SOP Penanganan Konflik Lahan AA-GL-5003.1-R1" effective 22/08/2011 related to land conflict. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained. Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>There is no land dispute noted, based on stakeholder consultation.</p> <p>Plasma UKUI (Smallholder Scheme): The Smallholder Manager has established mechanism for communication and consultation "Mekanisme Komunikasi dan Konsultasi" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Each smallholder member has "Buku Panduan dan Catatan Petani Plasma", whereas explains the flow process of communication. Both of communication by written or verbal communication to group management are acceptable. For internal communication, The Smallholder Manager has prepared the procedure on "Komunikasi Internal Group Sertifikasi". SOP No. 007/DOK/SOP/PT IIS KLU-AA/2016 dated 26 November 2016. The SOP describes the relevant internal communication mechanisms of Group members, Extension Officers, Smallholder Manager and Group Managers. The Group Manager is responsible for responding to the Group's internal communications.</p> <p>Based on interview with sample of smallholders in KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no dispute raise to the company.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>6.3.2</p> <p>There shall be records of process and outcome of dispute resolution.</p> <p>- Major compliance -</p>	<p>Soga Estate:</p> <p>The Certificate Holder has established mechanism to handle complaint and grievances, "SOP Penanganan Keluhan dari Eksternal No.AA-GL-5005-R0 01" explains mechanism to resolve external complaint; "SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No.AA-HR-308 0.5R0" related to internal grievance mechanism, for employee, Company also provides comment box at each unit office; and there is a mechanism for land dispute resolution, "SOP Penanganan Konflik Lahan AA-GL-5003.1-R1" effective 22/08/2011 related to land conflict. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained. Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>There is no land dispute noted, based on stakeholder consultation.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>The Smallholder Manager has established mechanism for communication and consultation "Mekanisme Komunikasi dan Konsultasi" dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided. Each smallholder member has "Buku Panduan dan Catatan Petani Plasma", whereas explains the flow process of communication. Both of communication by written or verbal communication to group management are acceptable. For internal communication, The Smallholder Manager has prepared the procedure on "Komunikasi Internal Group Sertifikasi". SOP No. 007/DOK/SOP/PT IIS KLU-AA/2016 dated 26 November 2016. The SOP describes the relevant internal communication mechanisms of Group members, Extension Officers, Smallholder Manager and Group Managers. The Group Manager is responsible for responding to the Group's internal communications.</p> <p>Based on interview with sample of smallholders in KUD Tani Subur, KUD Tani Bahagia and KUD Karya Tani, there is no dispute raise to the company.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.4</p> <p>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>		
<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.</p> <p>- Major compliance –</p> <p>Soga Estate:</p> <p>There is a mechanism for land dispute resolution, “SOP Penanganan Konflik Lahan” (SOP AA-GL5003.1-R1) dated 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. If negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>There is no land dispute noted, based on stakeholder consultation.</p> <p>Plasma UKUI (Smallholder Scheme):</p> <p>The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members. All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members. The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	<p>Comply</p>
<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.</p> <p>Soga Estate:</p> <p>There is a mechanism for land dispute resolution, “SOP Penanganan Konflik Lahan” (SOP AA-GL5003.1-R1) dated 22/08/2011. The procedure covers land dispute handling</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. If negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>There is no land dispute noted, based on stakeholder consultation.</p> <p>Plasma UKUI (Smallholder Scheme): The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members. All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members. The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	
<p>6.4.3 Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.</p> <p>- Major compliance –</p>	<p>Soga Estate:</p> <p>There is a mechanism for land dispute resolution, “SOP Penanganan Konflik Lahan” (SOP AA-GL5003.1-R1) dated 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. If negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>There is no land dispute noted, based on stakeholder consultation.</p> <p>Plasma UKUI (Smallholder Scheme):</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members. All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members. The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.	
Criterion 6.5			
Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.			
6.5.1	Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. - Major compliance -	The Company already has Collective Work Agreement (PKB) which has been approved by the Director General of Industrial Relations and Social Security of Workers through Decision Letter no. 88/PHIJSK-PKKAD/PKB/VI/ 2015 dated 18 June 2015 concerning Registration of “PKB Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS-PPS)” with Central Board of Federasi Serikat Pekerja Pertanian dan Perkebunan - SPSI. PKB is binding for all SKU-H and SKU-B levels. The PKB is valid for 2 years up to 20 April 2017. Up to now, the BKS-PPS and PP.FSP.PP-SPSI are in negotiation process regarding to establish new PKB. Records of meeting are as follows: <ul style="list-style-type: none"> a. On June 25, 2018, related to the follow-up meeting between BKS-PPS and PP.FSP.PP-SPSI related to the implementation of the PKB renewal for 2015-2017, a meeting was held at the Office of the BKS-PPS b. On 15 May 2017, placed in BKS-PPS office, concerning discussion of proposals from BKS-PPS and PP.FSP.PP-SPSI members by BKS PPS Negotiation Team. c. On 18 July 2017, meeting held in BKS-PPS office, concerning discussion of renewal proposals to PKB 2017 – 2019. 	Not Comply

Criterion / Indicator	Assessment Findings	Compliance																		
	<p>d. On 1 August 2017, meeting held in BKS-PPS office, concerning revision proposals to PKB 2017 – 2019 (continuing article X to XXIV).</p> <p>Article XXIV verse 3 of the PKB states that on the date of this PK expired and th new PKB is not established, then the previous PKB is entirely remain valid until a new PKB established.</p> <p>Article V verse 1 of the PKB stated that workers' wages shall be determined by mutual agreement between the BKS-PPS and the relevant PP.FSP.PP-SPSI in accordance with applicable laws and regulations.</p> <p>The company determines minimum wages based on the Government regulation annually, the minimum wages in 2018 as regulated in "Surat Keputusan Gubernur Riau No. Kpts. 373/V/2018", dated 15/05/2018 for Agriculture sector in Pelalawan Regency is IDR 2,617,500/month. Based on review of payments slip, there is no worker paid below minimum wages.</p> <p>Based on Memorandum no. 012/HR-AAS/MEMO/05/18 dated 4 May 2018, the company has determined daily wages for PHL workers to be IDR 100,672.48/manday or IDR 2,617,500/month and SKU-H workers to be IDR 2,381,812/Month. This value does not include Rice Allowance as stipulated in PKB that it is part of basic wage.</p> <p>Payslip verified:</p> <p><u>Ukui 2 Mill Period November 2018:</u></p> <table border="1" data-bbox="855 1155 1617 1370"> <tr> <td>Name</td> <td colspan="2">Sugiyono/SKUH-Mtnc</td> </tr> <tr> <td>HK/working day</td> <td></td> <td>24</td> </tr> <tr> <td>Basic Salary</td> <td>Rp</td> <td>1.984.800</td> </tr> <tr> <td>Over time</td> <td>Rp</td> <td>3.867.947</td> </tr> <tr> <td>Premi Giling</td> <td>Rp</td> <td>34.306</td> </tr> <tr> <td>Fring Benefit</td> <td>Rp</td> <td>496.200</td> </tr> </table>	Name	Sugiyono/SKUH-Mtnc		HK/working day		24	Basic Salary	Rp	1.984.800	Over time	Rp	3.867.947	Premi Giling	Rp	34.306	Fring Benefit	Rp	496.200	
Name	Sugiyono/SKUH-Mtnc																			
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	<p>b. Some of member in KUD has also employed his siblings or neighbors in harvesting, fertilizing or pruning. Working relationships are agreed with the unwritten between farmers members with workers.</p> <p>Based on interviews with the harvesters it has been shown that the received wage scale meets the minimum wage standard, e.g: harvester wage of Rp. 120,000 - 140,000/ton FFB, where within one working day can produce 1.5 tons FFB. Wage of fertilizer Rp 10,000/sack where in one working day the fertilizer can reach 8 - 10 sacks.</p> <p>The minimum wages in 2018 as regulated in "Surat Keputusan Gubernur Riau No. Kpts.880/XI/2017", tentang Upah Minimum Sektor Pertanian/Perkebunan Karet, Kelapa, Kelapa Sawit dan Pabrik Propinsi Riau tahun 2018" dated 20 November 2017 for Agriculture sector in Indragiri Hulu Regency is Rp 2,751,076.40,- /month.</p> <p>Taken sample for several KUD's employees, among others:</p> <p>List of Wages / Salaries of Managers and employees of KUD Tani Subur on period November 2018</p> <table border="1" data-bbox="857 994 1944 1201"> <thead> <tr> <th>Name</th> <th>Posotion</th> <th>Basic Salary</th> <th>Allowance</th> <th>BPJS</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Agus Setiawan</td> <td>Saprodi</td> <td>Rp 1.700.000</td> <td>Rp 1.175.000</td> <td>Rp 40.680</td> <td>Rp 2.834.3</td> </tr> <tr> <td>Fatmawati</td> <td>Pembt. Bendahara</td> <td>Rp 1.700.000</td> <td>Rp 1.175.000</td> <td>Rp 40.680</td> <td>Rp 2.834.3</td> </tr> <tr> <td>Siti Nurbayani</td> <td>Waserda</td> <td>Rp 1.650.000</td> <td>Rp 1.175.000</td> <td>Rp 40.680</td> <td>Rp 2.784.3</td> </tr> <tr> <td>Siti Utami</td> <td>USP</td> <td>Rp 1.650.000</td> <td>Rp 1.175.000</td> <td>Rp 40.680</td> <td>Rp 2.784.3</td> </tr> </tbody> </table> <p>List of Wages / Salaries of Managers and employees of KUD Karya Tani on period November 2018</p> <table border="1" data-bbox="857 1361 1944 1390"> <thead> <tr> <th>Name</th> <th>Posotion</th> <th>Basic Salary</th> <th>Allowance</th> <th>BPJS</th> <th>Amount</th> </tr> </thead> </table>	Name	Posotion	Basic Salary	Allowance	BPJS	Amount	Agus Setiawan	Saprodi	Rp 1.700.000	Rp 1.175.000	Rp 40.680	Rp 2.834.3	Fatmawati	Pembt. Bendahara	Rp 1.700.000	Rp 1.175.000	Rp 40.680	Rp 2.834.3	Siti Nurbayani	Waserda	Rp 1.650.000	Rp 1.175.000	Rp 40.680	Rp 2.784.3	Siti Utami	USP	Rp 1.650.000	Rp 1.175.000	Rp 40.680	Rp 2.784.3	Name	Posotion	Basic Salary	Allowance	BPJS	Amount	
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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>- Major compliance -</p>	<p>The Company already has Collective Work Agreement (PKB) which has been approved by the Director General of Industrial Relations and Social Security of Workers through Decision Letter no. 88/PHIJSK-PKKAD/PKB/VI/ 2015 dated 18 June 2015 concerning Registration of "PKB Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS-PPS)" with Central Board of Federasi Serikat Pekerja Pertanian dan Perkebunan - SPSI. PKB is binding for all SKU-H and SKU-B levels. The PKB is valid for 2 years up to 20 April 2017. Up to now, the BKS-PPS and PP.FSP.PP-SPSI are in negotiation process regarding to establish new PKB. Records of mmeting are as follows:</p> <p>June 25, 2018, related to the follow-up meeting between BKS-PPS and PP.FSP.PP-SPSI related to the implementation of the PKB renewal for 2015-2017, a meeting was held at the Office of the BKS-PPS</p> <p>On 15 May 2017, placed in BKS-PPS office, concerning discussion of proposals from BKS-PPS and PP.FSP.PP-SPSI members by BKS PPS Negotiation Team.</p> <p>On 18 July 2017, meeting held in BKS-PPS office, concerning discussion of renewal proposals to PKB 2017 – 2019.</p> <p>On 1 August 2017, meeting held in BKS-PPS office, concerning revision proposals to PKB 2017 – 2019 (continuing article X to XXIV).</p> <p>Based on letter from BKS-PPS No. 72/BKS-PPS/2017 dated 12 Juli 2017 regarding PKB validity, it was explained that until this time all members of BKS-PPS still can uses PKB 2015 until the PKB issued.</p> <p>Document verification show that all employees have "Surat Perjanjian Kerja" (contract) including at PKWT and PHL level, e.g.:</p>	Comply																								

Criterion / Indicator	Assessment Findings	Compliance
	<p>“Perjanjian Kerja untuk Waktu Tertentu (PKW)” – Work agreement for specific time No. 001/SPK-PHL/PUD/X/2018 dated 1 October 2018 on behalf Yeki Prasono. Perjanjian Kerja untuk Waktu Tertentu (PKWT/PHL) No. 002/SPK-PHL/KLA/11/2017 dated 2 November 2017 on behalf Sutriman. Perjanjian Kerja Untuk Waktu Tertentu (PKWT) – Letter of Work Agreement Letter for specific time no. ##/SPK-PHL/KSA/VII/2018 on behalf of Ramayono as Land Application Workers for periode 01/07/2018 until 30/06/2019 Perjanjian Kerja Untuk Waktu Tertentu (PKWT) – Letter of Work Agreement Letter for specific time no. ##/SPK-PHL/KSA/VII/2018 on behalf of Epri Budi Setiawan as Land Application Workers for periode 01/10/2018 until 30/09/2019</p> <p>The work agreement described: Employee recruitment status. Duration of the employment agreement (PKWT is valid for 1 year and may be extended on worker approval). Position rotation Compensation Company’s Rights and Obligations Workers’ Rights and Obligations The term of the employment agreement Dispute resolution</p> <p>The work agreement also completed with: Appendix I; company policy related to working time and welfare facilities, in this case workers get Welfare Benefits in the form of Hari Raya allowance (THR) whose amount is adjusted with applicable regulations, Workers are registered in the program of BPJS (Employment and Health) with wage deduction of 2% for JHT while the company bear 3.7%. Appendix II; described about actions that may result in the termination of the employment agreement. Appendix III; described about responsibility and obligation of employee.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Appendix IV; described about company regulation.</p> <p>Ukui Smallholder: In general, the Smallholder Manager has issued a policy related to the compliance of labor law as outlined in the Smallholder Manager Policy dated 16 January 2017, stated that "Complying with applicable Legal Requirements and other requirements deemed necessary by cooperative managers who are integrated in conduct of business activities. In the implementation of internal inspection also verified the suitability of labor regulations. Based on interviews with farmer members and harvesters, the workforce employed by farmer member meets the minimum wage, accident insurance are available and working hours. Plasma Ukui 1 and 2 has had sprayer employees as many 11 sprayer (2 male and 9 female) in the form of TUS (Team Unit Semprot) wich is corporated with KUD Bakti with status temporary workers (PHL), e.g: Surat Perjanjian Kerja no. 002/SPK/KUD-B/II/2018 dated 1 January 2018 on behalf of Kunik as Sprayer employee (TUS) valid until 31 December 2018 Surat Perjanjian Kerja no. 007/SPK/KUD-B/II/2018 dated 1 January 2018 on behalf of Sari as Sprayer employee (TUS) valid until 31 December 2018 Pekerja dan karyawan KUD ditetapkan berdasarkan Surat Perjanjian Kerja sebagai karyawan Tetap, missal: Permanent Worker Agreement Letter – "Surat Perjanjian Kerja Karyawan Tetap" on behalf of Miss. Sudrsih as permanent worker at KUD Tani Subur no. 006/SPK-KT/KUD-TS/SBH/X/2014 dated 10 October 2014 Permanent Worker Agreement Letter – "Surat Perjanjian Kerja Karyawan Tetap" on behalf of Mr. Sawon handoko as permanent worker at KUD Karya Tani no. 027/SPK-KT/KUD-KT/SBB/VIII/2009 dated 28 August 2009</p>	

Criterion / Indicator		Assessment Findings	Compliance
		Permanent Worker Agreement Letter - "Surat Perjanjian Kerja Karyawan Tetap" on behalf of Mr. Sarmi as permanent worker at KUD Tani Bahagia no. 007/SPK-KT/KUD-MA/TJ/XII/2015 dated 1 December 2015	
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>The company has prepared facilities for the workers, including the basic need such as electricity and water. Detail of company facilities for employees are as follows: PT Inti Indosawit Subur is providing adequate housing with electrical and clean water supply, medical clinic, sport facilities, religious facilities, education facilities and other amenities. Based on field inspection, the facilities found to be in good condition. The company has prepared facilities for their workers.</p> <p>Record seen: Data dan Layout of Public Facilities in Soga Estate – year 2018, such as: Housing: staff (9 units), type D (18 units), Type E for workers (148 units), type E1 for workers (166 units), type E2 for workers (84 units and type long house (58 units) Mosque (4 units), Church (1 unit) Community hall (1 unit), Kindergarden (1 units) Sport facilities, (football, badminton and volley ball) School bus (4 units), Polyclinic (2 units)</p>	Comply
6.5.4	There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.	Company is able to demonstrate effort in providing access to adequate, sufficient and affordable food: provision of rice allowance – aside from monthly salary to all eligible workers, cooperative organization for employee providing basic food necessities (Waserda	Comply

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –	<p>Koperasi Karya Bersama). Company is also accommodating weekly market for each estate; Sunday for Ukui Estate.</p> <p>Ukui Smallholder: The farmer member villages are a developed Transmigration Village. Provision of food can be obtained from existing markets in the village. Based on the results of field visits to the sample villages indicate that in the village was available weekly markets and stalls that provide basic necessities.</p>	
Criterion 6.6			
The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.			
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 – Ukui Group has company policy signed by Managing Director on 01/12/2014. The policy stated company guarantee freedom of association or be part of worker union as well as collective bargaining.</p> <p>There is a worker union for Ukui Estate and Ukui I POM named "Pengurus Unit Kerja (PUK) Serikat Pekerja Pertanian dan Perkebunan-Serikat Pekerja Seluruh Indonesia (PUK-SPPP-SPSI) PT Inti Indosawit Subur Kebun Ukui dan Pabrik Ukui Satu" as per "Surat Keputusan Pengurus Cabang Federasi SPPP-SPSI Kabupaten Pelalawan No.Kep. 17-A/PC-FSP.PP/K-SPSI/PLLW/10/2017" dated 15 October 2017 and valid for 5 years.</p> <p>Organization Structure of Pengurus Unit Kerja (PUK) Serikat Pekerja Pertanian dan Perkebunan (SPPP)- Serikat Pekerja Seluruh Indonesia (SPSI) PT Inti Indosawit Subur Kebun Ukui is as follows:</p> <ul style="list-style-type: none"> - Chairman : MD Setyawan - Vice Chairman : Zainal Arifin Bangun : Sumardi - Secretary : M. Yunus - Vice Secretary : Watri Efendi 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>PT IIS-Ukui Group workers union has been registered in Dinas Tenaga Kerja (Manpower Agency) of Pelalawan Regency on 7 December 2006 as mentioned in "Tanda Bukti Pencatatan Serikat Pekerja" No. 004/Disnaker/ PEN/SPPP-SPSI/2006 named PUK-SPPP-SPSI PT Inti Indosawit Subur Kebun Ukui.</p> <p>Ukui Smallholder:</p> <p>Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 wherein it also concerns the policy of freedom of association.</p> <p>Based on document verification as well as interviews with harvest laborers, they have not been willing to establish worker unions until now.</p>	
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>SPSI meeting with management, including:</p> <ol style="list-style-type: none"> 1. The meeting between SPSI and the Management of PT IIS on August 25, 2018, there were several discussions, including: <ul style="list-style-type: none"> - Adding water storage in central housing - Payment of pruning wages - Providing work / harvest tools (fiber, egrek etc.) - Wages and transport premiums are empty 2. Minutes of the meeting for the meeting on October 9, 2018, a meeting to discuss related to the delivery of production targets and the preparation of labor needed and socialization to employees regarding awareness of the use of PPE 	Comply
<p>Criterion 6.7 Children are not employed or exploited.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>6.7.1</p> <p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>The company has own policy signed by management on 01/12/2014 that stated: It is not allowed all children to work in every activities/processes in the company, taken an sample on period November 2018 as below:</p> <p>Ukui 2 Palm Oil Mill:</p> <p>Verification of Ukui 2 POM employee data period November 2018, shows that no indication of worker with age below 18 years old during recruitment or at the present time. Sample verified:</p> <ul style="list-style-type: none"> a. Erwin Saputra (PHL), birthdate 21 February 1997, recruited in PT IIS-Ukui 2 POM on 1 October 2017 (20 years and 7 month). b. Sudarmo (PHL), birthdate 18 December 1997, recruited in PT IIS-Ukui 2 POM on 1 October 2017 (19 years and 9 month). <p>Ukui 2 Estate:</p> <p>Verification of Ukui 2 Estate employee data period November 2018, shows that no indication of worker with age below 18 years old during recruitment or at the present time. Sample verified:</p> <ul style="list-style-type: none"> a. Didi Susanto (PHL), birthdate 30 June 1993, recruited in PT IIS Ukui 2 Estate on 1 November 2012 (19 years and 5 month). b. Wira Y (PHL) birthdate 20 April 1978, recruited as PT IIS-Ukui 2 Estate employee on 1 June 2002 (24 years and 2 month). c. Ramayono (SKU-H) birthdate 13 March 1982, recruited as PT IIS Ukui 2 Estate employee on 1 June 2014 (32 years and 3 month). <p>Ukui Smallholder:</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it also concerns the prohibition to employ children under age in palm oil plant operations.</p> <p>Based on field visit and interview with harvester, shows that no indication of using child labor or worker under 18 years old. Taken sample as bellow:</p> <ul style="list-style-type: none"> - Lamijo (PHL), birthdate 7 May 1968, recruited in PT IIS Ukui-Plasma employee on 15 August 1989 (21 years and 3 month). <p>Jambiri (PHL) birthdate 4 September 1993, recruited as PT IIS-Ukui-Plasma employee on 1 May 2014 (20 years and 8 month).</p>	
<p>Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>		
<p>6.8.1</p>	<p>A company's policy on equal opportunity and treatment for work shall be available and documented.</p> <p>- Major compliance –</p> <p>The Company already has a Policy related to equality of opportunity and treatment in employee recruitment, promotion, career path. as outlined in the Corporate Policy issued by the Managing Director of Asian Agri on 1 December 2014, point 13 which states that "<i>The Company respects human rights by treating all employees fairly, in recruitment, performance assessment, conditions and work environment and representation irrespective of tribe, caste, nationality, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age</i>".</p> <p>The policy is disseminated to employees through the installation of signboard describing Corporate Policy in Division Office and direct dissemination to employees, for example on 21 February 2015, held at Ukui I Mill, attended by 45 participants and on 28 June 2015 held at Ukui I Estate, attended by 99 Participants.</p> <p>Based on verification of Ukui 2 Estate and Mill employee documents period November 2017, it shows that no indication of employee discrimination whether from tribe, caste, nationality, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance																																																																																																
	<p>Verification of employment announcement documents, employee performance assessment form, employee appraisal results and recommendation of appointment, indicates that there is no indication of discrimination of employment recruitment from aspects of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age. Based on employees data period November 2018, this shows, that the company has provided equal opportunities to all its employees, as shown below:</p> <p>PMKS-Ukui-2 Employee Data November 2018 period</p> <table border="1" data-bbox="855 751 1361 1150"> <thead> <tr> <th>No.</th> <th>Race</th> <th>Employee</th> </tr> </thead> <tbody> <tr><td>1</td><td>Tapanuli</td><td>22</td></tr> <tr><td>2</td><td>Jawa</td><td>62</td></tr> <tr><td>3</td><td>Melayu</td><td>12</td></tr> <tr><td>4</td><td>Karo</td><td>6</td></tr> <tr><td>5</td><td>Toba</td><td>1</td></tr> <tr><td>6</td><td>Banjar</td><td>2</td></tr> <tr><td>7</td><td>Sunda</td><td>2</td></tr> <tr><td>8</td><td>Minang</td><td>3</td></tr> <tr><td>9</td><td>Simalungun</td><td>3</td></tr> <tr><td>10</td><td>Flores</td><td>1</td></tr> <tr> <td>Total</td> <td></td> <td>114</td> </tr> </tbody> </table> <p>Ukui 2 Estate Employee Data November 2018 Period</p> <table border="1" data-bbox="1420 751 1854 1150"> <thead> <tr> <th>No.</th> <th>Race</th> <th>Employee</th> </tr> </thead> <tbody> <tr><td>1</td><td>Tapanuli</td><td>155</td></tr> <tr><td>2</td><td>Jawa</td><td>438</td></tr> <tr><td>3</td><td>Melayu</td><td>95</td></tr> <tr><td>4</td><td>Karo</td><td>39</td></tr> <tr><td>5</td><td>Toba</td><td>6</td></tr> <tr><td>6</td><td>Banjar</td><td>13</td></tr> <tr><td>7</td><td>Sunda</td><td>4</td></tr> <tr><td>8</td><td>Minang</td><td>19</td></tr> <tr><td>9</td><td>Simalungun</td><td>19</td></tr> <tr><td>10</td><td>Flores</td><td>6</td></tr> <tr> <td>Total</td> <td></td> <td>794</td> </tr> </tbody> </table> <p>Religion</p> <table border="1" data-bbox="855 1246 1361 1374"> <thead> <tr> <th>No.</th> <th>Religion</th> <th>Employee</th> </tr> </thead> <tbody> <tr><td>1</td><td>Islam</td><td>98</td></tr> <tr><td>2</td><td>Protestan</td><td>12</td></tr> <tr><td>3</td><td>Khatolik</td><td>4</td></tr> </tbody> </table> <table border="1" data-bbox="1420 1246 1895 1374"> <thead> <tr> <th>No.</th> <th>Religion</th> <th>Employee</th> </tr> </thead> <tbody> <tr><td>1</td><td>Islam</td><td>551</td></tr> <tr><td>2</td><td>Protestan</td><td>127</td></tr> <tr><td>3</td><td>Khatolik</td><td>116</td></tr> </tbody> </table>	No.	Race	Employee	1	Tapanuli	22	2	Jawa	62	3	Melayu	12	4	Karo	6	5	Toba	1	6	Banjar	2	7	Sunda	2	8	Minang	3	9	Simalungun	3	10	Flores	1	Total		114	No.	Race	Employee	1	Tapanuli	155	2	Jawa	438	3	Melayu	95	4	Karo	39	5	Toba	6	6	Banjar	13	7	Sunda	4	8	Minang	19	9	Simalungun	19	10	Flores	6	Total		794	No.	Religion	Employee	1	Islam	98	2	Protestan	12	3	Khatolik	4	No.	Religion	Employee	1	Islam	551	2	Protestan	127	3	Khatolik	116	
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6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.	Based on job vacancy and recruitment document verification, there is no indication of discrimination against ethnicity, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age. Promotion and grade adjustment				Comply																																										

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance –	<p>only based on annual employee appraisal, signed by relevant employee and verified by line manager. The evaluation form does not indicate discrimination on any aspect.</p> <p>Ukui 2 Smallholder:</p> <p>Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
6.8.3	<p>Records of evidence that equal opportunity and treatment for work shall be available.</p> <p>– Minor compliance -</p>	<p>The company has procedure which regulated that hiring and promotion of workers are based on skill, work experiences, and job evaluation.</p> <p>Promotion and upgrade are based on employee appraisal conducted annually as outlined in the Employee Assessment Form signed by the employee concerned, approved by the line manager and checked by the General Manager. The form indicates that there is no indication of employment discrimination in terms of ethnicity, caste, religion, disability, gender, sexual orientation, union membership, political affiliation and/or age, for example:</p> <ul style="list-style-type: none"> a. Promotion Document of Mr. Yeki Prasono (Processing) from status of PHL (casual worker) to SKU-H (permanent worker) according to HR Manager Letter No. 335/HR-RO2/MEMO/11/18 dated 19 November 2018. b. Promotion Document of Mr. Sugiyono (Maintenance) from status of PHL (casual worker) to SKU-H (permanent worker) in accordance with HR Manager Letter No. 350/HR-RO2/MEMO/ 11/18 dated 19 November 2018. 	Comply

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		<p>Ukui 2 Smallholder:</p> <p>Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
<p>Criterion 6.9 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.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group has established a policy to protect the reproductive rights as it is found in Company Policy that's signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: "<i>Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak reproduksinya (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)</i>". There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Implemented policy on prevention of sexual harassment and violence against women, the policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p> <p>Smallholders Ukui Group: Plasma Ukui Group has demonstrated the policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" issued dated 16th January 2018, in chapter 11 was stated "<i>Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (prevent sexual harassment and violence as well as protect reproductive rights for women)</i>".</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>The policy has communicated to all scheme smallholders member and displayed in publication board in each KUDs office.</p> <p>Sosialisasi kebijakan dated 6th October 2018 was attended by spaying team, e.g: Mrs Siti Atikah, Mrs Siti Aisyah, Mrs Siti Suryani, Mrs Haerani, 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.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui I POM has established a policy to protect the reproductive rights as it is found in Company Policy that's signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak reproduksinya (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)". There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Implemented policy on prevention of sexual harassment and violence against women, the policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p> <p>Smallholders Ukui Group: Plasma Ukui 1 has demonstrated the policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" issued dated 16th January 2018, in chapter 11 was stated "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya (prevent sexual harassment and violence as well as protect reproductive rights for women)".</p> <p>The policy has communicated to all scheme smallholders member and displayed in publication board in each KUDs office.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Sosialisasi kebijakan dated 6th October 2018 was attended by spaying team, e.g: Mrs Siti Atikah, Mrs Siti Aisyah, Mrs Siti Suryani, Mrs Haerani, etc.</p> <p>Checklist on monitoring of pregnancy (monthly), for period Jul to December 2018, there were reported no workers in pregnant condition (negative detection), e.g: Mrs Kunik, Mrs Selly, Mrs Jumiah, Mrs Mayrianti, Mrs Sari, Mrs Susi, Mrs Lia.</p>	
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 – Ukui Group has prepared procedure on a specific grievance mechanism which respects anonymity of complainants under Standard Operating Procedure, No. SOP:-HR-308.5-RO; Revision:0, 11/12/2009: Employees complaints: Submission and settlement.</p> <p>Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy's draft as in one of points of this policies stated that: "to provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance.</p> <p>Record of complaint/specific grievance has demonstrated under "Buku Keluhan Karyawan", e.g: in Afdeling V there were 17 complaints/grievances recorded and each recommendation responses has been followed up.</p> <p>Smallholders Ukui Group: The scheme smallholders have mechanism of consultation and communication in "Mekanisme komunikasi, konsultasi dan keluhan Kebun Plasma Ukui Group", dated 16th January 2018. Based on log book of record, in 2018 there were 1 grievance reported, all of complaints has been followed and recorded, e.g: date 12th November 2018 from Mr Samino (head of KT 226 in KUD Tani Bahagia) and Mr Salijan (KUD Tani Bahagia) to direct discussion about pest attacks in KT 226, and has responded by Manager of Plasma on 13th November 2018, the</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance																					
		correction is conducted early warning system (sensus) and cycle chemist sparying by furodan .																						
Criterion 6.10 Growers and millers deal fairly and transparently with smallholders and other local businesses.																								
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available. - Minor compliance -	<p>Current and past prices of Fresh Fruit Bunches (FFB) are available at the front post of Ukui I Palm Oil Mill. The FFB price for smallholder is determined by government via Weekly Pricing Letter from "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau".</p> <p>The latest Pricing Letter available is #48/TPH TBS-XI/2018 for period 28 November – 4 December 2018. The prices are as follows:</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Oil Palm Age (year)</th> <th>FFB Price (IDR/kg)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>10 - 20</td> <td>Rp 1.159,43</td> </tr> <tr> <td>2</td> <td>21</td> <td>Rp 1.111,78</td> </tr> <tr> <td>3</td> <td>22</td> <td>Rp 1.106,39</td> </tr> <tr> <td>4</td> <td>23</td> <td>Rp 1.101,90</td> </tr> <tr> <td>5</td> <td>24</td> <td>Rp 1.056,95</td> </tr> <tr> <td>6</td> <td>25</td> <td>Rp 1.032,22</td> </tr> </tbody> </table> <p>Ukui Smallholder:</p> <p>The Smallholder Manager regularly informed the current price of FFB and recorded past price of FFB. Current and past prices of Fresh Fruit Bunches (FFB) are available at the front post of Ukui I Palm Oil Mill. The FFB price for smallholder is determined by government via Weekly Pricing Letter from "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau". The latest Pricing</p>	No.	Oil Palm Age (year)	FFB Price (IDR/kg)	1	10 - 20	Rp 1.159,43	2	21	Rp 1.111,78	3	22	Rp 1.106,39	4	23	Rp 1.101,90	5	24	Rp 1.056,95	6	25	Rp 1.032,22	Comply
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<p>6.10.2 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>The company has explained and documented FFB pricing formula based on government FFB price determination. There are 2 FFB price formula in Mill, that are:</p> <ol style="list-style-type: none"> FFB Price formula for Plasma $FFB\ Price = K\ Index\ [(CPOprice\ \times\ OER) + (PKprice\ \times\ KER)]$ The FFB price is divided based on planting ages (3, 4, 5, 6, 7, 8, 9 years, 10 – 20 years, 21, 22, 23, 24 and 25 years), the differences of prices from is OER and KER. FFB price from third parties: $\{(CPO\ Price - Transport\ cost\ \times\ OER) = X\} + \{(PK\ price - Transport\ cost\ \times\ KER) = Y\} = A$ Processing cost = B $FFB\ Gross\ price = (A - B) = C$ Miscellaneous cost = D $FFB\ price = C - D$ 	<p>Comply</p>																					

Criterion / Indicator	Assessment Findings	Compliance
	<p>Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p>Ukui Smallholder:</p> <p>Interviewed with the members found that they were understood the pricing of FFB that they sold to Ukui 2 POM. They informed that the price is according the price determined by “Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau” each weeks. The current selling price was displayed in front post of Ukui II POM.</p> <p>General pricing mechanism was determined by “Dinas Perkebunan Provinsi Riau” based on “Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit” which consist of company representative, farmers and governement. Pricing was determined according to average price of CPO and Kernel, “K” index and planting age.</p> <p>The Smallholder Manager has recorded general pricing mechanism used by the purchaser/s of the FFB and disseminated to all member of group.</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.</p> <p>- Minor compliance -</p> <p>The agreement/contract documents between contractor and smallholder is sighted such as for FFB transporter. The contract was acknowledged by both parties and well understood. The contract contained all relevant information such as payment method, work requirements, force majeure, contract period, cancellation of contract. Based on interview with selected supplier, revealed that agreement between company and local contractors is made fairly, legal and transparent.</p> <p>Ukui Smallholder:</p> <p>Not applicable. Ukui Plasma has not entered any contractual agreements with third parties at the group level.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.10.4 Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>A review to several payment records in year 2017 demonstrated that the payment has been made according to the agreement. The payment was been made periodically according to the contract agreement. Payment made via bank transfer, it was appropriate with the related MOU or Agreement.</p> <p>Transfer Instruction from the company to PT Bank Panin Tbk dated 7 December 2017 was available, mentioning instruction of money transfer to contractor Koperasi Air Hitam Jaya; IDR 194,211,435 and Koperasi Bunga Tanjung; 72,905,493.</p> <p>Ukui Smallholder:</p> <p>Payments were made in a timely manner. The group member kept copy of the payment records (monthly) in the "Perhitungan & Pembayaran TBS Kelapa Sawit" for example period 24 October to 20 November 2018 in KUD Sumber Makmur.</p> <p>According review documen "Kuitansi Pembayaran TBS" dated 22 November 2018 on behalf of Farmer Group Setia Kawan on KUD Tani Bahagia, that is:</p> <ul style="list-style-type: none"> - FFB receive on perio 24 Oktober 2018 – 30 October 2018: 39,190 Kg x @ Rp 1,348.22 = Rp 52,836,742 is according to Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit no. 43/TPH TBS-X/2018 - FFB receive on perio 7 – 13 November 2018: 46,220 Kg x @ Rp 1,299.54 = Rp 60,064,739 is according to Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit no. 45/TPH TBS-X/2018 - FFB receive on perio 14 – 20 November 2018: 38,220 Kg x @ Rp 1,169.23 = Rp 44,687,971 is according to Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit no. 46/TPH TBS-X/2018 	<p>Comply</p>
<p>Criterion 6.11</p>		

Criterion / Indicator	Assessment Findings	Compliance
Growers and millers contribute to local sustainable development where appropriate.		
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available.</p> <p>- Minor compliance -</p> <p>In 2017 the company has established CSR program consisting 6 types of activities, such as Social, Economy, Education, Health, Infrastructure and Environment. CSR program have been implemented in 2017-2018 for example:</p> <ul style="list-style-type: none"> a. Donation of "Dhuafa" Package for the surrounding villages conducted on May 22-28, 2018. b. Mass circumcision activities for children / underprivileged students are conducted on 1-30 July 2018 c. Assistance to the Sawit Lestari Village is related to the development of an oil palm business for the Village Cash Land of 2.7 Ha, the implementation of this activity is carried out from January 1 to December 2018. d. Provision of equipment and school supplies to SDN 001 and SDN 002 in Uk 2, the provision of assistance was carried out on 1-31 July 2018. e. Providing assistance for elementary school packages in Ukui 2 Village on August 20, 2018 f. Development assistance for Alawiyah Madrasah in Ukui 1 Village, construction of school teaching facilities / learning facilities in Ukui 1 Village Village on 1-5 May 2018 g. Company assistance in the form of free inspection activities in Silikuan Hulu Village on 2-6 July 2018 h. Social assistance is related to supplementary feeding for toddlers in Silikuan Hulu Village on 2-6 July 2018 i. Social assistance related to trench washing activities to tackle floods in Bagan Limau Village was carried out on 5-6 April 2018 using the bachoeloder heavy equipment. 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Based on interviews with Bagan Limau Village and Silikuan Hulu Village apparatus, PT IIS Ukui Group has realized CSR program, however it needs to be communicated with the village government to hamonize with ADD program.</p> <p>Ukui Smallholder:</p> <p>Based on document verification as well as interview with the KUD management, Ukui plasma has been conducting the CSR activities programme period 2018 and recoeded on Dokumen Kegiatan CSR Kebun Plasma Ukui Tahun 2018, for example:</p> <ul style="list-style-type: none"> - On 25-31 May 2018 the activities on form assistency Paket dhuafa and Safari Ramadhan activities at Air Hitam Village, Bagan Limau Village and Redang Seko Village. - On 2-9 June 2018; kegiatan bantuan paket dhuafa dan safarai Ramadhan di desa Kampung Baru, Desa Sei Beras, Desa Pontian Mekar, Desa Silikuan Hulu, Desa Air Putih dan Desa Lubuk Batu Tinggal. <p>Farmer Group and farmer members, stated that contribution of oil palm farmers to development of village is discussed at the Annual Members Meeting (RAT) to determine the amount. Each KUD is differed in the amount of contribution to the village development, for example KUD Usaha Baru agreed the contribution value to the village of IDR 10,000/Kapling/Month, whilst KUD Sumber Bahagia sets the contribution value to IDR 5.0/Kg FFB.</p>	
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources	Comply

Criterion / Indicator		Assessment Findings	Compliance
	<p>have been allocated to improve scheme smallholder productivity.</p> <p>- Minor compliance -</p>	<p>company provisioned training program, aside from day-to-day operation monitoring by field assistant, e.g.:</p> <ul style="list-style-type: none"> - Training on limited pesticides was carried out on 9 May 2018 in the Kakti Bakti, attended by 81 participants. - Training of weeding control on 19 July 2018 at KUD Sumber Makamur, Fertile Palm Oil, KUD Bina Sejahtera, KUD Sumber Bahagia, KUD Bukit Potalo, KUD Karya Tani, KUD Mekar Abadi and KUD Petani Subur attended by 69 participants - Training of balanced fertilizer of fertile palm oil, KUD Bina Sejahtera, KUD Sumber Bahagia, KUD Bukit Potalo, KUD Karya Tani, attended by 69 participants <p>Integrated Palm Oil Integrated Pest Control Training, KUD Bina Sejahtera, Sumber Bahagia KUD, KUD Bukit Potalo, KUD Karya Tani, attended by 69 participants</p>	
<p>Criterion 6.12</p> <p>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>Based on verification of employment documents as per November 2018, the results of interviews with workers, worker union and interviews with management indicate that there is no indication of forced labor in PT IIS Ukui Group.</p> <p>Collective Work Agreement or “Perjanjian Kerja Bersama/PKB” has been approved by company and workers. All workers signed clear work agreement, explaining the right and obligation of the workers.</p> <p>Ukui Smallholder:</p> <p>Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 10 July 2018 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>Based on the results of field visits and interviews with harvesters, there was no indication of forced labor in farmer members. All work, wages and other facilities are based on agreements between farmer members and their workers.</p>	
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance -</p>	<p>Based on interview with Manpower Agency of Pelalawan Regency, worker union representative and workers, following document review, there is no contract substitution occurs. The Collective Work Agreement or "Perjanjian Kerja Bersama/PKB" has been communicated to workers. Work agreement has been explained and agreed by both parties.</p> <p>Ukui Smallholder:</p> <p>Based on the results of field visits and interviews with harvester, indicates that there is no indication of contracts substitution practiced in farmer members. All types of work, wages and other facilities are based on agreement between farmer members and their workers. Workers who are employed are family members or neighbors of farmer members.</p>	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>- Major compliance -</p>	<p>Mill, Estate and Smallholders:</p> <p>There is no migrant/foreign/honorary workers employed by the company. Company has a policy with regards to worker's right equality and non-discrimination to worker including if there is worker from different nationality.</p> <p>No migrant worker employed by cooperative or smallholder farmer. All workers was working under work agreement. Cooperative has a policy to respect worker equality and no discrimination.</p>	Comply
Criterion 6.13			

Criterion / Indicator	Assessment Findings	Compliance
Growers and millers respect human rights.		
6.13.1 A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations. - Major compliance -	<p>The company has Human Rights policy as documented in “Kebijakan Perusahaan”, dated 01/12/2014, that stated “Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur” - To treat all employee in fair manner, in terms of recruitment, appraisal and representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age.</p> <p>The company has communicated this policy through active and passive way. The company policy is available on notice board as passive dissemination. Whilst active dissemination (refreshment) conducted regularly in annual basis to all employees, e.g. in Ukui I POM on 15 October 2018 and Ukui Estate conducted on 16-17 October 2018. Attendance list and documentation are available as evident.</p> <p>Based on interview with worker representative from Ukui I POM and Ukui Estate, revealed that they all understood the company policy related respect human right.</p> <p>Ukui Smallholder:</p> <p>Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	Comply
Principle 7: Responsible development of new plantings		
Criterion 7.1		

Criterion / Indicator		Assessment Findings	Compliance
A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.			
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
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 -	PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Criterion 7.2			
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.2.2	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	Not Applicable
<p>Criterion 7.3</p> <p>New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p>			
7.3.1	<p>There shall be evidence that no new plantings 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>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	Not Applicable
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>	<p>PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2.</p> <p>Therefore, the requirement of Principle 7 is not applicable.</p>	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.3.3	Records of land preparation and clearing dates shall be available. - Minor compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.3.4	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) - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.3.5	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). - Minor compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Criterion 7.4 Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			

Criterion / Indicator		Assessment Findings	Compliance
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Criterion 7.5			
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Criterion 7.6			

Criterion / Indicator		Assessment Findings	Compliance
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 legal, customary and user rights shall be available. - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.6.2	A procedure for identifying people entitled to compensation shall be available. - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.6.3	Records of calculation system and distribution of fair compensation shall be available. - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Criterion 7.7			
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 based on the existing regulations shall be available. - Major compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
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.	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –		
Criterion 7.8			
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 –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
7.8.2	Records of a plan to minimize net GHG emissions shall be available. - Minor compliance –	PT Inti Indosawit Subur – Ukui Group Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2005. The planting year started in 1987, 1988, 1989, and the company has starts replanting in 2015 – criterion 3.1.2. Therefore, the requirement of Principle 7 is not applicable.	Not Applicable
Principle 8: Commitment to continuous improvement in key areas of activity			
Criterion 8.1			
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1 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"> • Reduction in use of certain chemicals (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of FFB production (Criterion 4.2) <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui II POM and Ukui Estate has performed continual improvements to optimizing the yield or FFB production, reduction in certain use of chemicals, environmental impact, waste reduction, pollution and greenhouse gas emission and social impact. The action plan are monitored and documented, e.g.:</p> <ul style="list-style-type: none"> - Modified the loose fruit picker tools to increase productivity of harvesting from 2,300 kg/HK to be 2,500 kg/HK. - Decreasing power consumption at kernel station from 90.25 kWh/ton PK to be 73 kWh/ton PK. - Minimizing FFB loses, by: <ul style="list-style-type: none"> o Minimizing FFB unloading on the floor o Ensure the pressure at sterilizing process is 3 o Ensure that bunch press is operated effectively o Developing visual control or monitoring of oil loses at the station. - Decreasing FFA, by: <ul style="list-style-type: none"> o Minimizing FFB unloading on the floor o Emptying FFB from the conveyor after splitter at the end of process. o Drain condensate water after stop press. <p>Ukui Smallholder:</p> <p>Internal audit and internal inspection for each member of smallholder was conducted with the participation of members which contributed inputs for continual improvement. Ukui Smallholder has defined the audit programme for each member presented in "Program Audit Internal Sertifikasi Kelompok" year 2018 – 2022.</p> <p>Ukui Smallholder management provided "Buku Panduan dan Catatan" for each member of smallholder. All activity of member was recorded in the book such as records of pesticide use, fertiliser application, FFB production, FFB price and training history.</p> <p>The Smallholder Manager, Agung Ardhi Wardhana, is the person in charge for the implementation of continuous improvement in key operations. The management plan being monitored by the Smallholder Manager are as follows:</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> • Planting <i>Turnera subulatta</i> and <i>Casia tora</i> as host of nettle caterpillar. • Infrastructure of water and soil conservation • Quality of FFB from Ukui Plasma • Consistency of Pruning • Development of individual platform • PPE uses • Workers insurance. • <p>Ukui II POM:</p> <p>Decrease burned shell from 95.88% (to date March 2018) to be less than 30% using power management.</p> <p>Improve management and working organization of lorry maintenance to decrease cost of lorry repair from IDR 6.3 million/month to be < IDR 5.8 million/month.</p> <p>Objectives:</p> <ul style="list-style-type: none"> - Oil losses 1.06% on FFB - Kernel Losses 0.26% on FFB - Shell burnt in Mill 30.0% of total shell production - Power consumption 21.70 Kwh - Dirt process > 0.50% from total dirt. <p>Strategic Priorities:</p> <ul style="list-style-type: none"> - Reduce oil losses on press fibre - Reduce oil losses on heavy phase - Reduce kernel losses on wet shell - Standardize boiler equipment and operation - Reduce power consumption from 22.00 Kwh/ton FFB to 21.70 Kwh/ton FFB - Reduce dirt to process > 0.50% from total dirt. 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Soga Estate: Increase productivity of harvesting by changing sickle pole material from Alumunium to Palm-Pro made by fiber. Based on monitoring of harvesting in November 2018, output of harvester using Palm-Pro was 2,534 kg/mandays in average, whilst output of harvester using aluminium pole was 2,253 kg/mandays in average.</p> <p>Ukui Smallholder:</p> <ol style="list-style-type: none"> 1. Best Agriculture Practices: development of barn-owl nest; installation of barn-owl. 2. Farmers be autonomus, alternative income for preparation of Replanting: palnting fruit plants; livestock catfish bioflok; cattle and quail cattle. 	

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	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	2010	Certified on 16 September 2010. Re-Certified on 16 September 2015
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	2010	Certified on 16 September 2010. Re-Certified on 16 September 2015
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	2010	Certified on 16 September 2010. Re-Certified on 16 September 2015
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency	2010	Certified on 16 September 2010. Re-Certified on 16 September 2015
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011. Re-Certified on 1 March 2016
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Indragiri Hulu Regency, Riau	2010	Certified on 1 March 2011. Re-Certified on 1 March 2016

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Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011. Re-Certified on 1 March 2016
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Indragiri Hulu Regency, Riau	2010	Certified on 1 March 2011. Re-Certified on 1 March 2016
Tungkal Ulu Mill	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, West Tanjung Jabung Regency, Jambi	Tungkal Ulu Estate	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, West Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012. Re-Certified on August 2017
		Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, West Tanjung Jabung Regency, Jambi	2011	Certified on 11 July 2013. Re-Certified on August 2017
Muara Bulian Mill	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	Muara Bulian Estate	Singoan/Bukit Sari/Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012. Re-Certified on August 2017
		Muara Bulian (Plasma)	Maro Sebo Ilir District, Batang Hari Regency, Jambi	2011	Certified on 12 July 2013. Re-Certified on August 2017
Topaz Mill	Petapahan Village, Tapung District, Kampar Regency, Riau	Topaz & Seed Garden Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015.
Taman Raja Mill	Lubuk Bernai/Kampung Baru / Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, West Tanjung Jabung Regency, Jambi	Taman Raja & Badang Estate	Lubuk Bernai/Kampung Baru / Pelabuhan Dagang/Pematang Pauh Village, Tungkal Ulu District, West Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015.
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 in 2014	NPP & RaCP is still in Progress. Re-Audit Planned in 2020

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Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
		Penarikan & Gondai Estate	Pangkalan Sarik/Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	Main Audit in 2014	NPP & RaCP is still in Progress. Re-Audit Planned in 2020
		Penarikan (KKPA)	Pangkalan Sarik/Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2020	-
		Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2020	-
Tanah Datar Mill	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Tanah Datar Estate	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	2013	Certified on 18 May 2015
		Bahilang Estate	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	2013	Certified on 18 May 2015
Aek Nabara Mill	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatra	Aek Nabara Estate	S1-S3/Sukadame Village, Bilah Hulu/Kota Pinang District, Labuhan Batu Regency, North Sumatra	2013	Certified on 6 March 2015
Teluk Panjie Mill	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, north Sumatra	Teluk Panjie Estate (3,885 Ha)	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, north Sumatra	2013	Certified on 21 April 2015
		Teluk Panjie Estate (801 Ha)		2020	HGU Still in progress
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	2013	Certified on 7 January 2015
		Peranap (Plasma)		2013	Certified on 18 August 2016

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Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time Bound for Certification	Status
Bungo Tebo Mill	Tuo Sumai/Sungai Rambai Village, Sumai District/Tebo Dsitric, Bungo Tebo Regency, Jambi	Bungo Tebo Estate	Tuo Sumai/Sungai Rambai Village, Sumai District/Tebo Dsitric, Bungo Tebo Regency, Jambi	2016	Certified on 3 December 2015
		Bungo Tebo (Plasma)		2016	Certified on 7 February 2017
Tanjung Selamat Mill	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Tanjung Selamat Estate	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified on 26 May 2015
		Pangkalan Estate		2017	Certified on 26 May 2015
Gunung Melayu I Mill	Batu Anam Village, Rahuning District, Asahan Regency, North Sumatera Province	Pulau Maria Estate	Batu Anam Village, Rahuning District, Asahan Regency, North Sumatera Province	2017	Certified on 7 September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	Sentra & Batu Anam Estate	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 8 July 2015
Negri Lama II Mill	Negri Lama Sebrang Village, Bilah Hilir District, Labuhan Batu Regeny, North Sumatera	Negri Lama Estate	Negri Lama Sebrang Village, Bilah Hilir District, Labuhan Batu Regeny, North Sumatera	2018	- Certified on 23 December 2016 (Independent Mill) - Initial Audit in 2016 as Mill and Supply Base
		Aek Kuo Estate (2,088 Ha)		2018	
		Aek Kuo Estate (501 Ha)		2018	HGU complete and audited at ASA-3 (2018)
Negri Lama I Mill	Negri Lama Sebrang Village, Bilah Hilir District, Labuhan Batu Regeny, North Sumatera	3 rd party which is excluded from scope of certification	Negri Lama Sebrang Village, Bilah Hilir District, Labuhan Batu Regeny, North Sumatera	2013	Certified on 8 April 2015 as Independent Mill)

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in **2017** for **Ukui II POM** 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 **2017** for **Ukui II Palm Oil MILL** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.93
PK	0.93

Extraction	%
OER	21.12
KER	5.38

Production	t/yr
FFB Process	292,985
CPO Produced	61,869
PK Produced	15,772
PKO Produced	0

Land Use	Ha
OP Planted Area	11,718
OP Planted on peat	0
Conservation (forested)	92.29
Conservation (non-forested)	0
Total	11,810.29

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	0	0	0	0	0	0	0	0
CO ₂ Emission from fertilizer	3,774.91	0.02	3,174.56	0.02	0	0	6,949.47	0.04
NO ₂ Emmision	5,329.31	0.03	3,449.56	0.03	0	0	8,778.87	0.06
Fuel Consumption	1,057.99	0.01	423.3	0	0	0	1,481.29	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
Sink								
Crop Sequestration	0	0	0	0	0	0	0	0
Conservation Sequestration	0	0	0	0	0	0	0	0
Total	10,162.21	0.06	7,047.42	0.05	0	0	17,209.63	0.11

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	58,749.27	0.2

Fuel Consumption	904.83	0
Grid Electricity Utilisation	0	0
Credit		
Export of Grid Electricity	-679.6	0
Sales of PKS	-4,050.2	-0.01
Sales of EFB	0	0
Total	54,924.3	-0.19

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO₂e
PK from own mill	0
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

*This mill has no kernel crusher operation.

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

POME Diverted to Anaerobic Digestion:	
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

5.1 Applicability of the general chain of custody requirements for the supply chain			
	Requirement	Evidence For any N/A raised, justification is required.	Compliance (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.	<p>The General Chain of Custody requirements of the RSPO Supply Chain Standard is applicable for PT Inti Indosawit Subur – UKUI II Palm Oil Mill.</p> <p>Ukui II POM physically process RSPO Certified FFB into Certified Sustainable Palm Oil (CSPO) and Palm Kernel (CSPK).</p> <p>During ASA 3.2 (December 2018), there is no change in the supply chain module since last assessment.</p> <p>PT Inti Indosawit Subur – Ukui II POM has defined RSPO Supply Chain model Identity Preserved (Module D – CPO Mill: Identity Preserved)</p>	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 – UKUI II Palm Oil Mill is not a trader or distributors. This unit is physically process Fresh Fruit Bunch (FFB) into CPO and PK. This clause is not applicable for the certification unit.	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.	<p>PT Inti Indosawit Subur is a member of RSPO with membership number 1-0022-06-000-00, since 6 February 2006.</p> <p>PT Inti Indosawit Subur – UKUI II Palm Oil Mill has been registered in RSPO IT Platform with ID number RSPO_PO10000002491.</p>	Yes

5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	PT Inti Indosawit Subur – UKUI II Palm Oil Mill does not include any processing aid into organization’s scope of certification.	Yes
5.2 Supply chain model			
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 – Ukui II POM has defined RSPO Supply Chain model Identity Preserved (Module D – CPO Mill: Identity Preserved). With the implementation of Module D – CPO Mills: Identity Preserved, PT Inti Indosawit Subur - Ukui II POM no longer received FFB from third-party FFB supplier.</p> <p>PT Inti Indosawit Subur - Ukui II Palm Oil Mill currently hold a valid RSPO P&C certificate, as certificate number RSPO 565807, valid until 28th February 2021, with supply chain model is Identity Preserved.</p> <p>All FFB are received from certified supply bases, which are from:</p> <ul style="list-style-type: none"> – Company-owned estates, e.g: Soga Estate and Ukui Estate (Division V) and 6 Scheme – 6 (six) Smallholder cooperatives, e.g: KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Tani Maju, KUD Tani Bahagia and KUD Usaha Tani. <p>Memorandum No.011/EST-GM/MEMO/X/2016, dated 10 May 2016 from Group Manager Ukui Group was sighted, related to expand the certified supply base of PT Inti Indosawit Subur – Ukui II POM, to come from Division V - Ukui Estate started from 10 June 2016.</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.	PT Inti Indosawit Subur – Ukui II POM has defined RSPO Supply Chain model Identity Preserved (Module D – CPO Mill: Identity Preserved). With the implementation of Module D – CPO Mills: Identity Preserved, PT Inti Indosawit Subur - Ukui II POM no longer received FFB from third-party FFB supplier.	Yes

		<p>PT Inti Indosawit Subur - Ukui II Palm Oil Mill currently hold a valid RSPO P&C certificate, as certificate number RSPO 565807, valid until 28th February 2021, with supply chain model is Identity Preserved.</p>	
<p>5.3. Documented Procedures</p>			
<p>5.3.1</p>	<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"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 	<p>PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures which complete and up to date covering the implementation of all the elements in RSPO Supply Chain requirements, e.g.:</p> <p>PT Inti Indosawit Subur – UKUI II POM can demonstrate procedures, such as:</p> <ol style="list-style-type: none"> 1. Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017. The procedures cover traceability of palm products (CPO and PK) since receiving of fresh fruit bunches from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK as well as Daily production report Ukui II POM. <p>The procedure also regulates the internal audit by environmental and sustainability head. Traceability records are to be kept for 10 years. The SOP Traceability covers responsibility for implementation of RSPO Supply Chain Module D: CPO Mills Identity Preserved, such as:</p> <ul style="list-style-type: none"> - Weighbridge operator responsible to input data on FFB receiving and delivery of CPO and PK. - Production supervisor prepared data for daily monitoring for: certified FFB received; FFB processed; production of certified CPO and PK; oil extraction rate for certified CPO and PK; delivery of certified CPO and 	<p>Yes</p>

		<p>PK; initial stock and ending stock of certified CPO and PK;</p> <ul style="list-style-type: none"> - Administration officer creates certified CPO and PK daily delivery recapitulation, per delivery order proposed by Marketing Manager. - Mill manager signed the daily production report after verification. - Production supervisor and administration officer prepares the daily production report. - Marketing Manager creates delivery order with clear identity. - Sustainability Internal Audit Manager conducts the internal audit, to ensure operational activity on the field and data documentation on the field are implemented; minimum once per year. <p>2. Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015. The procedure explains job and responsibility of Production clerk, KTU and Mill Manager in making “book keeping” documentation. Head of Environmental and Sustainability will inform to certification body if there is case of projected overproduction.</p> <p>3. Standard Operating Procedure in – Weigh Bridge (AA-SOP-SOP-1001.1-R0). The procedure explains the activity in weighbridge (loading – unloading).</p> <p>4. Procedures of Palm Oil Mill operation:</p> <ol style="list-style-type: none"> a. SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) b. SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) c. SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) 	
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		<ul style="list-style-type: none"> d. SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) e. SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) f. SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) g. SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) h. SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler i. SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room j. SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment k. SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium l. SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) m. SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Despatch) n. SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair). a. SOP Pengiriman (AA-MPM-OP-1400.14-R1) described mechanism of CPO and PK delivery. 	
	<ul style="list-style-type: none"> • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). 	<p>PT Inti Indosawit Subur – UKUI II POM is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain’s general requirement and</p>	<p>Yes</p>

		modular requirement, including training records (see Clause 5.8 – Training).	
	<ul style="list-style-type: none"> • 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. 	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6) chapter 2.0 Scope mentioned the responsible person in charge (PIC) to the supply chain system in PT Inti Indosawit Subur – UKUI II POM is Mill Manager.</p> <p>During audit, PIC is able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for palm oil mill.</p>	Yes
5.3.2	The site shall have a written procedure to conduct annual internal audit to determine whether the organization; i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.	<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>PT Inti Indosawit Subur – UKUI II POM has Standard Operating Procedures for Internal Audit and Management Review (AA-SOP-ES-6001-R4). The management review planned once a year at minimum, or incidentally considering the critical area</p>	Yes
	ii) effectively implements and maintains the standard requirements within its organization	<p>Latest RSPO SCC Internal audit in PT Inti Indosawit Subur - UKUI II POM carried out on The latest internal audit conducted on 2nd September 2018 by Mr. Safrizal, against RSPO SCCS 2017 – RSPO General Chain of Custody requirements and Module E: Mass Balance.</p> <p>Audit result findings can be demonstrated and the corrective action has been implemented to address issue found during audit.</p>	No

		<p>NC Statement: PT Inti Indosawit Subur - Ukui II POM has established RSPO SCC module Identity Preserved (Module D – CPO Mill: Identity Preserved), however the internal audit conducted on September 2, 2018 is not effective in ensuring the implementation and maintenance of standard requirements in the organization, e.g:</p> <ul style="list-style-type: none"> - Requirement of general chain of custody requirements for the supply chain clauses: 5.4. Purchasing and goods in (reported not applicable I) - Evidences recorded is PMKS Peranab for clauses 5.1.1, 5.1.2, 5.1.3 	
<p>5.4. Purchasing and goods in</p>			
<p>5.4.1</p>	<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"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment/delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply Chain certificate number of the seller; • A unique identification number 	<p>PT Inti Indosawit Subur – UKUI 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 – UKUI II POM receive FFB from certified source.</p> <ul style="list-style-type: none"> - Company-owned estates, e.g: Soga Estate and Ukui Estate (Division V) and 6 Scheme - 6 (six) Smallholder cooperatives, e.g: KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Tani Maju, KUD Tani Bahagia and KUD Usaha Tani. <p>Document “Surat Pengantar TBS” (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required.</p>	<p>Yes</p>

		<p>Data verified:</p> <ul style="list-style-type: none"> - Record of FFB received from KUD Tani Bahagia: "Surat Pengantar TBS" No.12,790; amount 260 bunches FFB Certified; harvesting date 18 December 2018; KUD Tani Bahagia, No KT 131 (karya bersama), plasma AK, Vehicle number BM8007LB; Weigh bridge ticket No.PUDA218115932, dated 18 December 2018, 303 bunches FFB; net weight 9,013 kg; Vehicles: BM6007LB, driver Mr Galih; RSPO FFB Certified, printed certificate number RSPO 565807. - Record of FFB received from Soga Estate (Division 1): "Surat Pengantar TBS" No.004552; amount; 220 bunches FFB Certified; harvesting date 18 December 2018; from block A97A, Vehicle number BM8092TK; Weigh bridge ticket No.PUDA118125088, dated 18 December 2018, 220 bunches FFB; net weight 5,040 kg; Vehicles: BM6092TK, driver Mr Lungun RSPO FFB Certified, printed certificate number RSPO 565807. 	
	<ul style="list-style-type: none"> • 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). 	<p>Information is complete and presented in couple document, e.g. "Surat Pengantar TBS" (FFB Delivery Note) and Weighbridge Card.</p> <p>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>Data verified:</p> <ul style="list-style-type: none"> - Daily Production Report Ukui II POM: "Laporan Harian Pabrik" dated 18th December 2018; described FFB received 	<p>Yes</p>

		<p>the day was 878.803 MT, consist of 396.740 MT from Soga Estate, 107.250 Ton from Ukui Estate Division V) and 374.813 MT form Plasma.</p> <ul style="list-style-type: none"> – Monthly Production Report “Laporan Unit Pabrik” month November 2018, FFB received from January to November 20189 was 121,011.532 MT from Soga Estate, 23,997.320 MT from Ukui Estate (Division V) and 127,043.058 MT from Plasma, there was no FFB received from outside or third-party supplier. 	
	<ul style="list-style-type: none"> • 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. 	PT Inti Indosawit Subur – Ukui 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 (Soga Estate and Ukui Estate Division V) and Scheme Smallholder (Ukui II Plasma) which have been certified as supply bases of Ukui II POM.	Yes
	<ul style="list-style-type: none"> • 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 (www.rspo.org) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements. 	The site does not need to check the certificate validity of the FFB source, because the certification of the supplier is fall under PT Inti Indosawit Subur – Ukui II POM	Yes
	<ul style="list-style-type: none"> • 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. 	The site has never purchased any certified FFB from traders or distributors.	Yes
5.4.2	The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.	In the case on non-conforming raw material entering the process, PT Inti Indosawit Subur – Ukui II POM has the mechanism to handle non-conforming material and/or document. PT Inti Indosawit Subur – Ukui II POM demonstrated the simulation on recall of non-conforming material.	Yes

		During the last a year period there has been no case of non-conforming material entering the process.	
5.5. Outsourcing activities			
5.5.1	<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>The transport for RSPO certified sustainable CPO and PK delivery were carried out by numbers of transporter, e.g. PT Sumber Kencana Inhu. This contractor was appointed, contracted and instructed by Group Marketing of PT Inti Indosawit Subur.</p> <p>PT Inti Indosawit Subur – UKUI II POM control the outsourced transporter by "Surat Perintah Kerja (SPK)" and "Daftar Periksa Kesiapan Kerja Pengiriman". SPK covered information as explain in indicator 5.5.2 b. while "Daftar Periksa Kerja" is the tool to control the transporter:</p> <ul style="list-style-type: none"> - Before shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out); - After shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out, seal number and seal condition); <p>The quantity of CPO monitored by Weighbridge Card and SPK (with 0.20% tolerance).</p>	Yes
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>The legal ownership of all CPO and PK owned by buyer (PT Sari Dumai Sejati).</p>	Yes
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable</p>	<p>PT Inti Indosawit Subur has an agreement or contract covering the outsourced process with each contractor through "Surat</p>	Yes

	<p>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>Perintah Kerja” for example SPK to PT Sumber Kencana Inhu; which covered information on:</p> <ul style="list-style-type: none"> - Number of SPK: 10001/SPK/IIS-PKU/CPO/18 - Name of transporter: CV PLTD - Name of goods: Crude Palm Oil in Bulk RSPO - Quantity: 1,000,000 kg - Tolerance: 0.20% per party - Location: PT Inti Indosawit Subur - UKUI II POM - Destination: Teluk Bagus Rengat - Transport Cost/Kg: Rp. *** - Delivery Time: 5th October until done - Requirement: FFA max 5%, - DO No. 10308/DN10/02/18 	
	<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>PT Inti Indosawit Subur – Ukui II POM has a Procedure of Traceability (AA-MPM-OP-1400.17-R6) dated 1 September 2017. The procedure covers the mechanism of CPO and PK delivery (Chapter B). The CPO and PK transporting also regulated in Work Instruction PMB/IK-SKP/11 as internal control for transporter to ensure compliance with company standard/requirement. The procedure has been communicated to all relevant contractor based on Statement Letter from transporter, e.g. PT Sumber Kencana Inhu (Number of SPK: 10001/SPK/IIS-PKU/CPO/18)</p> <p>PT Inti Indosawit Subur – Ukui II POM control the outsourced transportation by “Surat Perintah Kerja” and “Daftar Periksa Kesiapan Kerja Pengiriman”. SPK covered information as explain in indicator 5.5.2.b. whilst “Daftar Periksa Kerja” is the tool to control the transporter:</p>	<p>Yes</p>

		<ul style="list-style-type: none"> - Before shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out); - After shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out, seal number and seal condition). <p>The quantity of CPKO monitored by Weighbridge Card and SPK (with 0.20% tolerance).</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.	Transporter PT Sumber Kencana Inhu have signed Statement Letter SPK: 10001/SPK/IIS-PKU/CPO/18, dated 5 th October 2018 that the transporter will provide the relevant access for duly accredited CBs to their respective operations, systems, and any and all information if needed.	Yes
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.	PT Inti Indosawit Subur – Ukui II POM has record the names and contact details of the transporter, which contain in "Surat Perintah Kerja".	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.	PT Inti Indosawit Subur – Ukui II POM aware to inform its CB regarding the name and contact detail of any new contractor prior to next assessment.	Yes
5.6. Sales and goods out			
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"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment/ delivery date; • The date on which the documents were issued; 	PT Inti Indosawit Subur – Ukui II POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R6), chapter 5.2 indicates the Marketing Manager issued Delivery Order (DO) with information: name and address of production unit, name and address of buyer, contract number, type of product transportation (land/sea), distance, type of product (CPO or PK, certified or non-certified), quantity of product, delivery date, product qualification specification (CPO or PK: FFA, water content, dirt), Supply chain model (Mass Balance).	Yes

	<ul style="list-style-type: none"> • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number 	<p>At the Mill, weighbridge operator printed out CPO or PK weighbridge card, based on DO from marketing which indicates: type of commodity, CPO or PK certified or not-certified; source and destination address; Supply Chain model: (Mass Balance); Certificate number of the Mill; date of delivery, Product quality specification (moisture, FFA, dirt); Contract number/DO number; Quantity, Transport detail (driver name, vehicle number); Buyer address. During this surveillance period, UKUI II POM mostly sold certified product in form of Palm Kernel (PK) to UKUI II Kernel Crushing Plant located in the same area of UKUI II POM. There were several deliveries of PK sent to Taman Raja KCP, PT Dasa Anugrah Sejati (a sister company). There were also several sales of RSPO certified CPO identified during this annual surveillance period.</p>	
	<ul style="list-style-type: none"> • 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). 	<p>Information are complete and presented in couple document, e.g. Delivery Order and Weighbridge Card. Report of CPO and PK deliveries are documented in Laporan Harian Pabrik (Mill Daily Report), Mill Operation Report and Book Keeping Mass Balance Report.</p> <p>Data verified:</p> <ul style="list-style-type: none"> – Daily Production Report Ukui II POM: "Laporan Harian Pabrik" dated 18th December 2018; – Monthly Production Report "Laporan Unit Pabrik" month November 2018,. <p>Mill Operation Summary month November 2018.</p>	<p>Yes</p>
	<ul style="list-style-type: none"> • 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 	<p>PT Inti Indosawit Subur – Ukui 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 this</p>	<p>Yes</p>

	shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.	surveillance period UKUI II POM sold certified product in form of CSPO and CSPK.	
5.7. Registration of transactions			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> are mills, traders, crushers and refineries and; 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. 	<p>PT Inti Indosawit Subur – Ukui II POM is a palm oil mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product (FFB), therefore the site has been registered in RSPO IT Platform with ID number RSPO_PO1000002491.</p>	Yes
5.7.2	<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"> 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. 	<p>PT Inti Indosawit Subur – Ukui 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 this surveillance period UKUI II POM sold certified product in form of CSPO and CSPK.</p> <p>Samples seen:</p> <ul style="list-style-type: none"> Shipping Announcement, with transaction ID No. TR-f004627-ob52 dated 29 September 2018 for 1,749.2 MT of CSPK; from PT Inti Indosawit Subur – UKUI II Mill (RSPO_PO1000002491) as Seller to Buyer Sari Dumai Sejati(RSPO-PO100000400));. Confirmation has been made by Buyer on 20 September 2019. Shipping Announcement, with transaction ID No. TR-5c8d2181-1c61 dated 20 September 2018 for 200 MT of CSPO; IP. from PT Inti Indosawit Subur – UKUI II Mill (RSPO_PO1000002491) as Seller to Buyer Sari Dumai Sejati(RSPO-PO100000400));. Confirmation has been made by Buyer on 29 September 2019. 	Yes

	<ul style="list-style-type: none"> 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. 	During this one year period of surveillance (ASA 3.2 – December 2018), PT Inti Indosawit Subur – Ukui II POM has not sold any CPO or PK to supply chain actor beyond the refinery.	Yes
	<ul style="list-style-type: none"> Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed. 	PT Inti Indosawit Subur – UKUI II POM has done “Remove” in the RSPO IT Platform for CSPO sold as other scheme.	Yes
	<ul style="list-style-type: none"> Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements. 	PT Inti Indosawit Subur – UKUI II POM is a palm oil mill which does not need to confirm any purchase of FFB.	Yes
5.8. Training			
5.8.1	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>PT Inti Indosawit Subur – Ukui II POM has prepared a training program to staff, who is involved in RSPO Supply Chain Certification Standard implementation. As per training program, “Program Pelatihan Environmental & Sustainability Tahun 2018 PT Inti Indosawit Subur – Ukui II Group”.</p> <p>The RSPO supply chain and traceability refreshment training was conducted on 22th September 2018.</p> <p>Competency and training records of all staff involved in RSPO Supply Chain were able to be demonstrated.</p>	Yes
5.8.2	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.	Latest training on “Supply Chain, Mass Balance and Traceability” performed on 22th September 2018 attended by Mill Manager, KTU, Operational assistance, weighbridge operators, Production supervisor, Processing Assistance, CI Assistance and Grading assistance. Training module and attendance list were sighted. Based on interview, personnel related to RSPO Supply Chain Certification implementation demonstrated good knowledge and implementation.	No

		<p>NC Statement: Training for personnel carrying out tasks for the effective implementation of supply chain certification standards requirements was carried out on 22th September 2018 at the Asian Agri Training Center. However, the effectiveness of the training results is not demonstrated until the RSPO 3.1 ASA - December 2018.</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>Based on review of PT Inti Indosawit Subur – UKUI II POM document and record, the Mill is able to demonstrate 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"> • Laporan Harian Pabrik (Mill Daily Report); dated 10th December 2018 • Kartu Timbangan (Weighbridge Card) FFB; • Kartu Timbangan (Weighbridge Card) CPO; • Kartu Timbangan (Weighbridge Card) PK; 	Yes
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	PT Inti Indosawit Subur – UKUI II POM is able to provide estimate volume of CPO and PK in a year period as in “Distribusi Produksi Bulanan Anggaran Tahun 2018” consists estimate of FFB receiving from certified source (UKUI II Estate and UKUI II	Yes

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	<p>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>	<p>Smallholder) and non-certified source (Third Party supplier), Extraction rates, Processing capacity, working hour and utilisation.</p> <p>The Mill also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month</p> <p>Record of actual of FFB, CPO and PK for period December 2017 to November 2018:</p> <table border="1" data-bbox="1153 686 1897 1224"> <thead> <tr> <th>Month</th> <th>Year</th> <th>FFB Certified</th> <th>CPO Certified</th> <th>PK Certified</th> </tr> </thead> <tbody> <tr><td>December</td><td>2017</td><td>25,748</td><td>5,447</td><td>1,463</td></tr> <tr><td>January</td><td>2018</td><td>21,508</td><td>4,488</td><td>1,197</td></tr> <tr><td>February</td><td>2018</td><td>21,634</td><td>4,681</td><td>1,184</td></tr> <tr><td>March</td><td>2018</td><td>20,039</td><td>4,181</td><td>1,099</td></tr> <tr><td>April</td><td>2018</td><td>20,774</td><td>4,322</td><td>1,177</td></tr> <tr><td>May</td><td>2018</td><td>23,483</td><td>4,943</td><td>1,315</td></tr> <tr><td>June</td><td>2018</td><td>21,719</td><td>4,548</td><td>1,184</td></tr> <tr><td>July</td><td>2018</td><td>28,404</td><td>6,060</td><td>1,539</td></tr> <tr><td>August</td><td>2018</td><td>26,810</td><td>5,660</td><td>1,449</td></tr> <tr><td>September</td><td>2018</td><td>28,379</td><td>6,060</td><td>1,570</td></tr> <tr><td>October</td><td>2018</td><td>29,988</td><td>6,312</td><td>1,632</td></tr> <tr><td>November</td><td>2018</td><td>29,311</td><td>6,099</td><td>1,596</td></tr> <tr> <td>Total</td> <td></td> <td>297,797</td> <td>62,801</td> <td>16,405</td> </tr> </tbody> </table>	Month	Year	FFB Certified	CPO Certified	PK Certified	December	2017	25,748	5,447	1,463	January	2018	21,508	4,488	1,197	February	2018	21,634	4,681	1,184	March	2018	20,039	4,181	1,099	April	2018	20,774	4,322	1,177	May	2018	23,483	4,943	1,315	June	2018	21,719	4,548	1,184	July	2018	28,404	6,060	1,539	August	2018	26,810	5,660	1,449	September	2018	28,379	6,060	1,570	October	2018	29,988	6,312	1,632	November	2018	29,311	6,099	1,596	Total		297,797	62,801	16,405	
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5.10. Conversion factors			
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 own conversion rates	Conversion rate is applied to provide reliable estimation of CPO and PK produced.	Yes

	which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org); RSPO Rules for Physical Transition of Oleochemicals and its Derivaties. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries.		
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	<p>The actual conversion ratio is monitored on daily basis through sounding result and documented in daily report. PT Inti Indosawit Subur – UKUI II POM is able to demonstrate the work instruction for analysis of oil content.</p> <p>Records and report verified are as follows:</p> <ul style="list-style-type: none"> • Laporan Harian Pabrik (Mill Daily Report); dated 10th December 2018 <p>Laporan Harian Pabrik (Monthly Report), month November 2018.</p>	Yes
5.11. Claims			
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 – UKUI II POM has not made claims regarding the support of RSPO certified oil palm products. However the organization aware about the RSPO Rules on Market Communications and Claims.	Yes
5.12. Complaints			
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 – UKUI II POM.	Yes

		During this one year period of surveillance (ASA 3.2), there has been no complaint related RSPO Supply Chain Certification requirements.	
5.13. Management Review			
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.	<p>PT Inti Indosawit Subur – UKUI II POM has Standard Operating Procedures for Internal Audit and Management Review (AA-SOP-ES-6001-R4). The management review planned once a year at minimum, or incidentally considering the critical area. The Standard Operating Procedures of Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017 has also regulates the internal audit by Sustainability Internal Audit Manager, that planned 2 times in a year at minimum.</p> <p>The latest management review conducted 22th September 2018 attended by all key personnel e.g: Mill Manager, KTU, Processing staff, sustainability staff.</p>	Yes
5.13.2	<p>The input to management review shall include information on:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement. 	<p>The latest management review of PT Inti Indosawit Subur – UKUI II POM carried out on 27th September 2018 attended by all key personnel, against RSPO SCCS 2017 – RSPO General Chain of Custody requirements and Module E: Mass Balance. The organization shows issues discussed during management review 27th September 2018. Minute of management review meeting and attendance register were available. The management review inputs include information as follow:</p> <ul style="list-style-type: none"> - Result of audits: report of internal audit on 2nd September 2018 - Customer feedback: regulated under record of stakeholders information 	No

		<ul style="list-style-type: none"> - Follow up action from previous management review: follow up "Surat Pernyataan dari Transporter" dated 30th October 2018, PIC Marketing. - Process performance and product conformity: Supervision by Visit Engineering (Annually) - Recommendation for improvement: by result of internal audit, customer feedback, follow up action from previous management review - Changes that could affect the management system – no changes; <p>NC Statement: Management review as conducted on 27th November 2018, however the input to management review was inadequate, e.g: – Internal audit result that not effective There was no covered related to changes that could affect the management system</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"> • Improvement of the effectiveness of the management system and its processes. • Resource needs. 	<p>PT Inti Indosawit Subur – UKUI II POM has conducted management review dated 27th September 2018. The management review output indicates decision and actions related to:</p> <ul style="list-style-type: none"> - Refresh training for operator in processing and weigh bridge - Follow up "Surat Pernyataan dari Transporter" dated 30th October 2018, PIC Marketing. - Recommendation of VE (visit engineer) Report - Result of internal audit <p>NC Statement: Management review was conducted on 27th November 2018, however the output include any decisions and actions related to</p>	No

		improvement of the effectiveness of the management system and its processes was inadequate due to input agenda	
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Appendix E *(Please choose either IP / MB)*

: CPO Mill Supply Chain Assessment Report (Module D - CPO Mills: *Identity Preserved*)

D.1 Definition			
	Requirement	Evidence For any N/A raised, justification is required.	Compliance (Yes / No or N/A)
D.1.1	A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from plantation/ estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme. Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Module E is applicable.	<p>PT Inti Indosawit Subur – Ukui II POM has defined RSPO Supply Chain model Identity Preserved (Module D – CPO Mill: Identity Preserved). With the implementation of Module D – CPO Mills: Identity Preserved, PT Inti Indosawit Subur - Ukui II POM no longer received FFB from third-party FFB supplier.</p> <p>PT Inti Indosawit Subur - Ukui II Palm Oil Mill currently hold a valid RSPO P&C certificate, as certificate number RSPO 565807, valid until 28th February 2021, with supply chain model is Identity Preserved.</p> <p>All FFB are received from certified supply bases, which are from:</p> <ul style="list-style-type: none"> – Company-owned estates, e.g: Soga Estate and Ukui Estate (Division V) and 6 Scheme – 6 (six) Smallholder cooperatives, e.g: KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Tani Maju, KUD Tani Bahagia and KUD Usaha Tani. <p>Memorandum No.011/EST-GM/MEMO/X/2016, dated 10 May 2016 from Group Manager Ukui Group was sighted, related to expand the certified supply base of PT Inti Indosawit Subur –</p>	Yes

		Ukui II POM, to come from Division V Ukui Estate started from 10 June 2016.	
D.2 Explanation			
D.2.1	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the certification body (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.	<p>The estimated tonnage has been recorded in public summary report.</p> <p>The estimated tonnage of certified CPO and PK are available in the Ukui II POM annual production budget for 2018 and in Management Plan 2016-2018.</p> <p>All FFB are received from certified supply bases, which are from:</p> <ul style="list-style-type: none"> - Company-owned estates, e.g: Soga Estate and Ukui Estate (Division V) and 6 Scheme - 6 (six) Smallholder cooperatives, e.g: KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Tani Maju, KUD Tani Bahagia and KUD Usaha Tani. 	Yes
D.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).	<p>PT Inti Indosawit Subur – Ukui II POM has met all registration and reporting requirement through registered in RSPO IT Platform, with PalmTrace ID is RSPO_PO1000002491.</p> <p>Ukui II POM has registered their transaction for RSPO certified product, e.g.:</p>	Yes

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		<ul style="list-style-type: none"> - CSPO -Transaction ID No. TR-bc2934f5- 4193 for sales of Product: CSPO; Volume: 2,499.88 MT; Module: Identity Preserved; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Sari Duma Sejati; Remarks: Shipping/BL Number LBG/JPN-005, shipping dated 23th November 2018 with vessel MT Everrich 2 V.12. - CSPO -Transaction ID No. TR- 5c8d2181-ac61for sales of Product: CSPO; Volume: 1,749.2 MT; Module: Identity Preserved; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Sari Duma Sejati; Remarks: Shipping/BL Number LBG/JPN-005, shipping dated 7th November 2018 with vessel MT Everrich 2 V.12. - CSPK - Transaction ID No. TR-077bb3f6-a72f for sales of product: CSPK; Volume: 1585.94 MT; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Inti Indosawit Subur – Ukui I KCP; Remarks: Shipping/BL Number CINT301MORLUB23, dated 6th December 2018, Module: Identity Preserved with transporter PT Buana Jaya Bersama. <p>CSPK - Transaction ID No. TR- 413a4607-863d for sales of product: CSPK; Volume: 300 MT; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Inti Indosawit Subur – Ukui I KCP; Remarks: Shipping/BL Number CINT301MORLUB23, dated 4th October 2018 with transporter PT Buana Jaya Bersama. RSP0 Supply Chain Module is downgraded to Mass Balance by Buyer</p>	
D.3 Documented procedures			
D.3.1	The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:	PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures which complete and up to date covering	Yes

	<p>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</p>	<p>the implementation of all the elements in RSPO Supply Chain requirements, e.g.:</p> <p>PT Inti Indosawit Subur – UKUI II POM can demonstrate procedures, such as:</p> <ol style="list-style-type: none"> 1. Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017. The procedures cover traceability of palm products (CPO and PK) since receiving of fresh fruit bunches from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK as well as Daily production report Ukui II POM. <p>The procedure also regulates the internal audit by environmental and sustainability head. Traceability records are to be kept for 10 years. The SOP Traceability covers responsibility for implementation of RSPO Supply Chain Module D: CPO Mills Identity Preserved, such as:</p> <ol style="list-style-type: none"> a. Weighbridge operator responsible to input data on FFB receiving and delivery of CPO and PK. b. Production supervisor prepared data for daily monitoring for: certified FFB received; FFB processed; production of certified CPO and PK; oil extraction rate for certified CPO and PK; delivery of certified CPO and PK; initial stock and ending stock of certified CPO and PK; c. Administration officer creates certified CPO and PK daily delivery recapitulation, per delivery order proposed by Marketing Manager. d. Mill manager signed the daily production report after verification. e. Production supervisor and administration officer prepares the daily production report. 	
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		<ul style="list-style-type: none"> f. Marketing Manager creates delivery order with clear identity. g. Sustainability Internal Audit Manager conducts the internal audit, to ensure operational activity on the field and data documentation on the field are implemented; minimum once per year. <ol style="list-style-type: none"> 2. Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015. The procedure explains job and responsibility of Production clerk, KTU and Mill Manager in making “book keeping” documentation. Head of Environmental and Sustainability will inform to certification body if there is case of projected overproduction. 3. Standard Operating Procedure in – Weigh Bridge (AA-SOP-SOP-1001.1-R0). The procedure explains the activity in weighbridge (loading – unloading). 4. Procedures of Palm Oil Mill operation: <ul style="list-style-type: none"> a. SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) b. SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) c. SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) d. SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) e. SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) f. SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) 	
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		<ul style="list-style-type: none"> g. SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) h. SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler i. SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room j. SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment k. SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium l. SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) m. SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Despatch) n. SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair). <p>SOP Pengiriman (AA-MPM-OP-1400.14-R1) described mechanism of CPO and PK delivery.</p>	
	<p>b. 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 site’s procedures for the implementation of this standard.</p>	<p>PT Inti Indosawit Subur – Ukui II POM has appointed Mill Manager who is a person having overall responsibility for and authority over the implementation of RSPO Supply Chain Standard Module D – CPO Mill: Identity Preserved as on Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017.</p>	<p>Yes</p>
D.3.2	<p>The site shall have documented procedures for receiving and processing certified FFBS.</p>	<p>The Mill use supply chain model Identity Preserved, therefore the mill not received and processed non-certified FFB.</p> <p>PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6</p>	<p>Yes</p>

		with latest revision dated 1 September 2017. The procedures cover receiving and processing of certified FFB from certified supply bases, which are from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK as well as Daily production report Ukui II POM.	
D.4 Purchasing and goods in			
D.4.1	The site shall verify and document the tonnage and sources of certified FFBs received.	<p>The Mill use supply chain model Identity Preserved, therefore the mill not received and processed non-certified FFB.</p> <p>Procedure of Traceability (AA-MPM-OP-1400.17.R6) with latest revision dated 1 September 2017 described that KTU who verify and documented tonnage and source of certified FFB in "Laporan Harian Pabrik", then Mill Manager who verify and approve it.</p> <p>Data verified:</p> <ul style="list-style-type: none"> - Daily Production Report Ukui II POM: "Laporan Harian Pabrik" dated 18th December 2018; described FFB received the day was 878.803 MT, consist of 396.740 MT from Soga Estate, 107.250 Ton from Ukui Estate Division V) and 374.813 MT form Plasma. - Monthly Production Report "Laporan Unit Pabrik" month November 2018, FFB received from January to November 2018 was 121,011.532 MT from Soga Estate, 23,997.320 MT from Ukui Estate (Division V) and 127,043.058 MT from Plasma, there was no FFB received from outside or third-party supplier. - Record of FFB received from KUD Tani Bahagia: "Surat Pengantar TBS" No.12,790; amount 260 bunches FFB Certified; harvesting date 18 December 2018; KUD Tani 	Yes

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		<p>Bahagia, No KT 131 (karya bersama), plasma AK, Vehicle number BM8007LB; Weigh bridge ticket No.PUDA218115932, dated 18 December 2018, 303 bunches FFB; net weight 9,013 kg; Vehicles: BM6007LB, driver Mr Galih; RSPO FFB Certified, printed certificate number RSPO 565807.</p> <p>– Record of FFB received from Soga Estate (Division 1): “Surat Pengantar TBS” No.004552; amount; 220 bunches FFB Certified; harvesting date 18 December 2018; from block A97A, Vehicle number BM8092TK; Weigh bridge ticket No.PUDA118125088, dated 18 December 2018, 220 bunches FFB; net weight 5,040 kg; Vehicles: BM6092TK, driver Mr Lungun RSPO FFB Certified, printed certificate number RSPO 565807.</p> <p>Based on interview with weighbridge clerk, mill only received FFB from certified source since middle 2016, which are Soga Estate, Ukui Estate (Division V) and 6 KUD of Ukui Plasma (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani). There is no FFB coming from outside or third-party supplier.</p>	
D.4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.	Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015, Chapter 6.5, page 6, mentioned mechanism that Head of Environmental and Sustainability will inform to certification body if there is case of projected overproduction.	Yes
D.5 Record keeping			
D.5.1	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.	Based on Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015, Ukui II POM that applied RSPO Supply Chain model Identity Preserved,	Yes

	<p><i>IP Mill must report on real time basis.</i></p>	<p>only received and process certified FFB. Therefore the mill only record and balance all receipts of certified FFB and deliveries of certified CPO and PK. Book keeping record issued in three-monthly basis: January-March, April-June, July-September, and October-December year 2018.</p> <p>Data verified:</p> <ul style="list-style-type: none"> - Daily Production Report Ukui II POM: "Laporan Harian Pabrik" dated 18th December 2018; described FFB received that day was 878.803 MT (to date 16,337.065 MT), consist of 396.740 MT from Soga Estate, 107.250 Ton from Ukui Estate (Division V) and 374.813 MT form Plasma. Certified CPO produced 226.470 MT; to date 3,404.620 MT; CPO-OER from company-owned estate FFB 22.31% to date 22.04%; CPO-OER from scheme smallholder FFB 20.08% to date 19.86%. Certified Kernel production 56.660 MT to date 880.160 MT; KER from company owned estate FFB 5.30% to date 5.40%; KER from scheme smallholder FFB 5.30%; to date 5.40%. <p>Monthly Production Report "Laporan Unit Pabrik" month November 2018,; that among others described production and extraction statistic, production stock and losses, daily production, production process comment, production graphic, milling summary and process control and results of analysis.</p>	
<p>D.6 Processing</p>			
<p>D.6.1</p>	<p>The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non- certified oil palm product including during transport and storage to strive for 100% separation.</p>	<p>PT Inti Indosawit Subur – UKUI II POM has demonstrated clear record as mentioned above that they only received and processed FFB from certified product. Based on Letter of Opertioanl Permit (IUP) the permit capacity is 60 ton per hour. PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6</p>	<p>Yes</p>

		<p>with latest revision dated 1 September 2017. The procedures mentioned that Ukui II POM uses RSPO Supply Chain Certification Standard model IP, therefore Ukui II POM only receives and process certified FFB from certified supply bases, which are from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK.</p> <p>Ukui II POM has three (3) storage tanks and it was clear that storage tank were only used for CPO from Ukui II POM processing, consist of:</p> <p>(1) Bulk Storage Tank 1; capacity 500 MT; last cleaning conducted on 5 November 2017;</p> <p>(2) Bulk Storage Tank 2; capacity 2,000 MT; last cleaning conducted on 2 December 2017; (3) Bulk Storage Tank 3; capacity 2,000 MT; last cleaning conducted on 5 August 2017. It.</p> <p>For PK storage, the Mill has two (2) silo (bunker) kernel; each capacity 296 MT.</p> <p>Interview with mill worker and site visit revealed that the mill only received and processed FFB from certified product. The Mill has assured that RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.</p>	
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Supply Chain Declaration *(Applicable For Appendix E)*

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
1	December 2017	23,615.02	-	23,615.02
2	January – 2018	19,726.26	-	19,726.26
3	February - 2018	19,841.83	-	19,841.83
4	March – 2018	18,378.96	-	18,378.96
5	April – 2018	19,053.07	-	19,053.07
6	May – 2018	21,537.65	-	21,537.65
7	June – 2018	19,919.78	-	19,919.78
8	July – 2018	26,050.99	-	26,050.99
9	August – 2018	24,589.04	-	24,589.04
10	Sept – 2018	26,028.07	-	26,028.07
11	Oct – 2018	27,503.78	-	27,503.78
12	Nov - 2018	26,882.86	-	26,882.86
	TOTAL	273,127.31	-	273,127.31

Note: period Dec 2017-Nov 2018

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	December - 2017	4,996.12	1,337.23
2	January – 2018	4,116.50	1,094.10
3	February - 2018	4,293.53	1,082.21
4	March – 2018	3,834.91	1,004.52
5	April – 2018	3,964.24	1,075.82
6	May – 2018	4,533.84	1,201.95
7	June – 2018	4,171.54	1,082.21
8	July – 2018	5,558.38	1,406.70
9	August – 2018	5,191.49	1,324.43
10	Sept – 2018	5,558.38	1,435.03
11	Oct – 2018	5,789.52	1,491.70
12	Nov - 2018	5,594.15	1,458.80
	TOTAL	57,602.6	14,994.7

Note: period Dec 2017-Nov 2018

RSPO Public Summary Report
Revision 8 (Mar /2019)

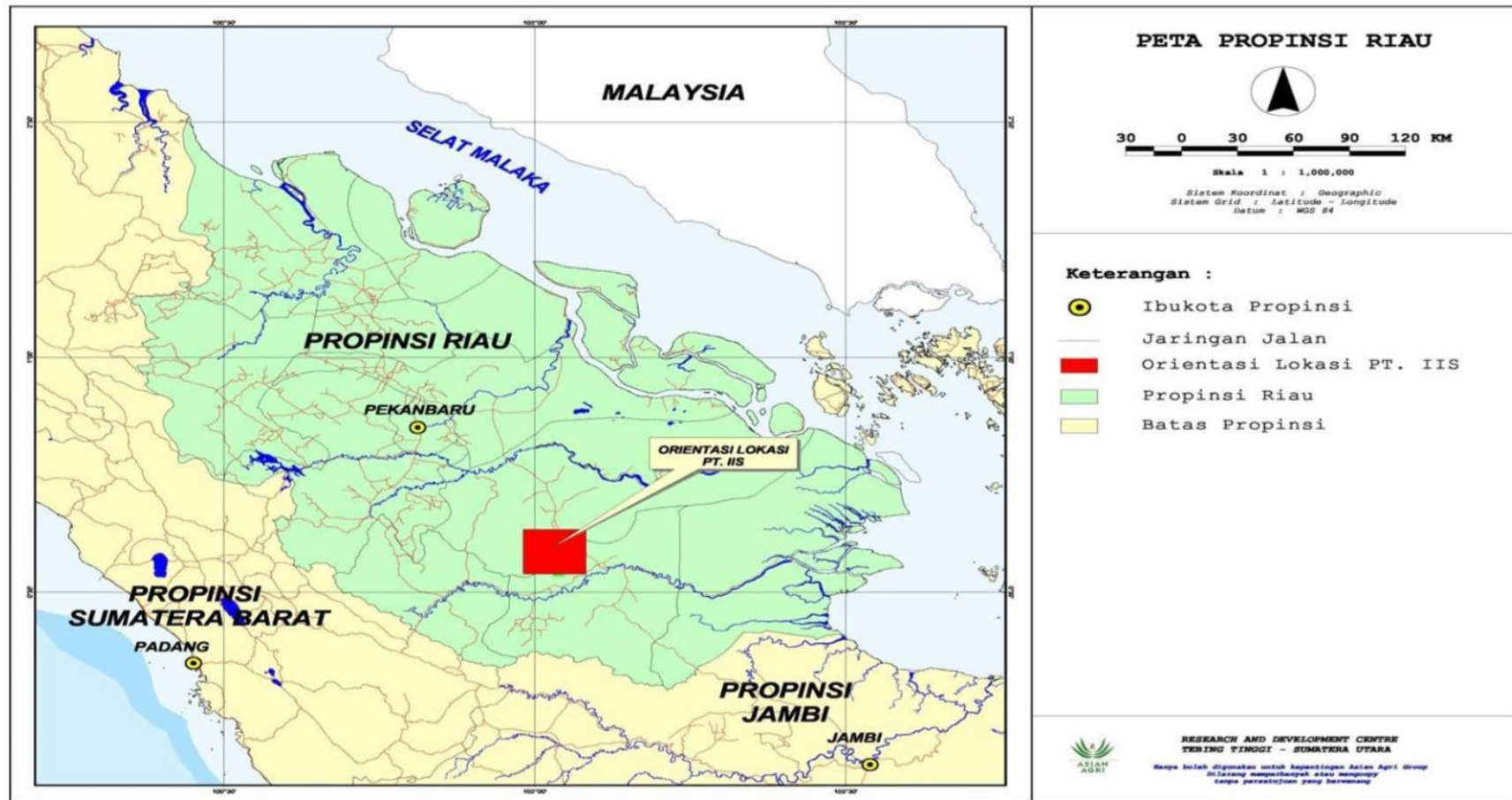
C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	KCP Ukui	-	-	12,711.03
2	Classified	-	42,800.73	Nil
Note: period Dec 2017-Nov 2018				

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.	Classified	ISCC	12,880.16	-
Note: period Dec 2017-Nov 2018				

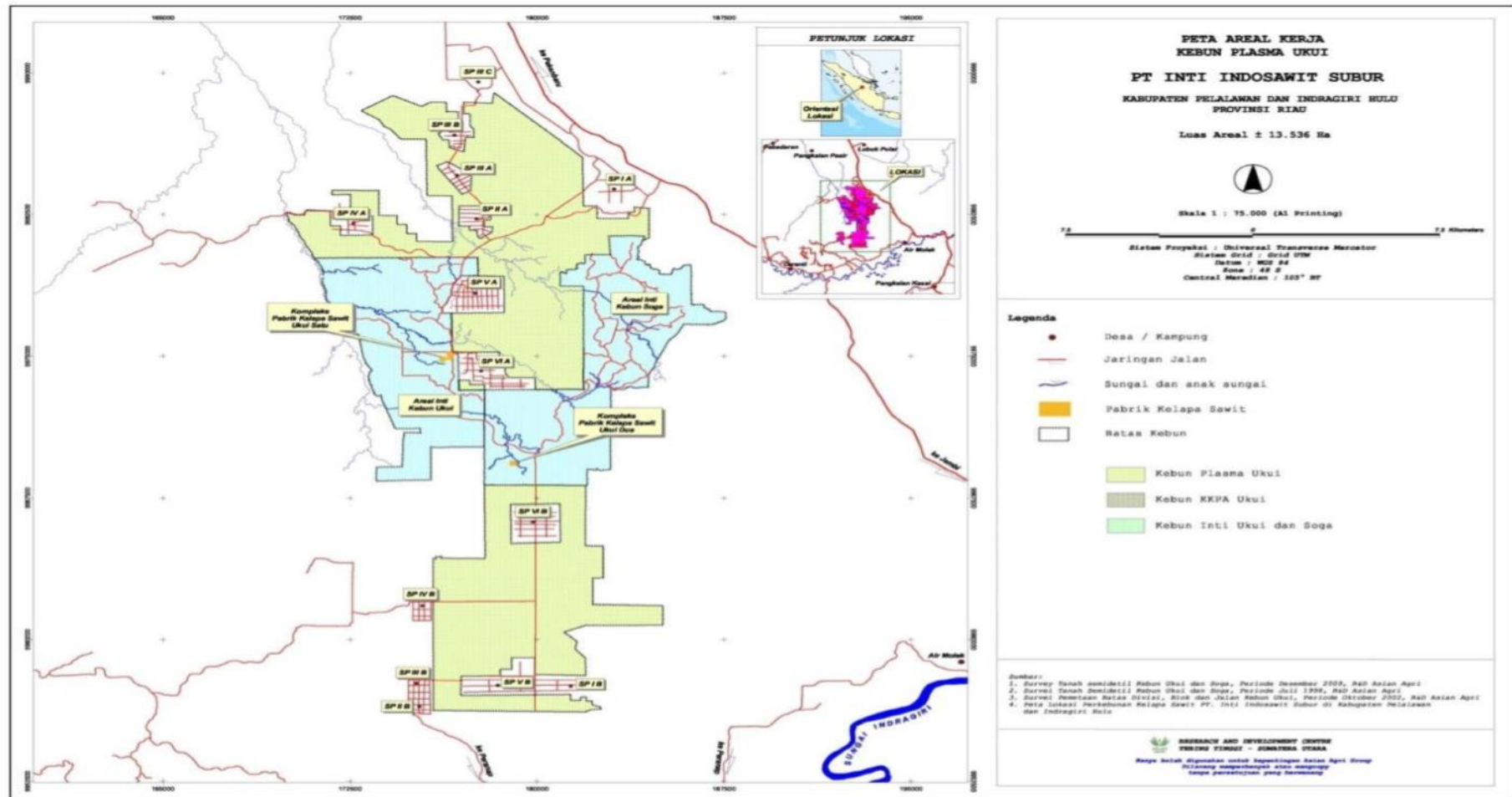
E. Records of CPO & PK Sold as conventional to Buyers since the last audit (if any)				
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)	
Note: period Dec 2017-Nov 2018				

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	Nil	Nil
Note: period Dec 2017-Nov 2018			

Appendix F: Location Map of Certification Unit and Supply bases



Appendix G: Estate Field Map



Appendix H: List of Smallholder Sampled *(If applicable – scheme/associated/group certification)*

KUD TANI SUBUR				
No	Hamp.	Kav. No.	Pemilik Awal	Pemilik Saat Ini
1	234	3798	KARIM	KARIM
2	234	3869	SUDIYONO	SUDIYONO
3	234	3870	TOMO	TOMO
4	234	3881	ISMAIL	ISMAIL
5	236	3927	SAIFUDIN	SAIFUDIN
6	236	4062	RASIMIN	RASIMIN
7	236	4063	SANDI	S A N D I
8	236	4178	NASTA'IN MUDJIONO	NASTA'IN MUDJIONO
9	236	4221	TAUFIQ	TAUFIQ
10	237	3887	SURAMIN	SURAMIN
11	237	3920	ERY BEDJO	MISWAN
12	237	3921	KABUL	KABUL
13	237	4054	JASMIANTO	JASMIANTO
14	237	4057	PURWITO	PURWITO
15	237	3892	SAIRUN	SAIRUN
16	237	3894	HAKIM	HAKIM
17	238	4170	SAHIRI	SAHIRI
18	238	4171	BUDIONO	BUDIONO
19	238	4176	NGATIMIN	NGATIMIN

KUD TANI BAHAGIA				
No	Hamp.	Kav. No.	Pemilik Awal	Pemilik Saat Ini
1	137	3687	SUMARYADI	MUBAIDI
2	137	3600	SARENG	SARENG
3	137	3634	SUBAKIR	SUBAKIR
4	137	3684	SOLIHIN	SUWARNO
5	137	3604	TURIMIN	TURIMIN
6	137	3632	B. PARNI	YASMIADI
7	140	3712	RUSMAN	RUSMAN
8	140	3709	MUHAMAD	MUHAMAD
9	140	3711	SANWIRJAK	SANWIRJAK
10	140	3777	SUDARMAN	SUDARMAN
11	140	3787	ZULKARNAEN	ZULKARNAEN
12	141	3807	MAHADI	BUDIMAN
13	141	3772	GIYONO	GIYONO
14	141	3808	MUGIYANTO	MUGIYANTO
15	141	3809	SURADI	SURADI
16	141	3858	TUKIMIN	TUKIMIN
17	147	4340	SUPARTO	SUKENTI
18	147	4343	SOLEHAN	SOLEHAN
19	147	4341	SUHADI	SUHADI
20	214	3588	MISTONO	ADNAN
21	214	3671	TUGIMIN	LASMIRAN
22	214	3672	SUKIMUN	PADRO SUSILO
23	214	3761	YATNO	PAIKEM
24	214	3670	SUPADI	SULIMAH
25	214	3733	SUPE'I	SUPE'I

KUD KARYA TANI				
No	Hamp.	Kav. No.	Pemilik Awal	Pemilik Saat Ini
1	250	5715	MARJAN	MARJAN
2	250	5756	BARIKUN	BARIKUN
3	250	5710	SUARTO	SUARTO
4	250	5714	SUPARMAN LUBIS	SUPARMAN LUBIS
5	253	5690	ROMAINI	ROMAINI
6	253	5696	ABDUL WAHAB	ABDUL WAHAB
7	253	5730	UMAR	UMAR
8	267	5811	SAKIRUN	SAKIRUN
9	267	5799	SUKIJAN	ANDRI ARIFIN
10	267	5795	MIKUN	MIKUN
11	267	5828	PARLAN	PARLAN
12	267	5798	DARMONO	DARMONO
13	267	5808	SUKADI	SUKADI
14	267	5782	SULARDI	SULARDI
15	268	5852	SUWARNO	MUJIRAN
16	268	5854	SLAMET	SLAMET
17	268	5851	SLAMET	SLAMET
18	268	5867	SUWARDI	SUWARDI
19	268	5848	WASIRAN	WASIRAN

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