

**RSPO PRINCIPLE AND CRITERIA –
– ANNUAL SURVEILLANCE ASSESSMENT 3 (ASA3) –
Public Summary Report**

PT. AGRO WANA LESTARI Bukit Santuai Palm Oil Mill and Its Supply Bases
Client company Address: Gedung Menara Global Lt. 5 Jl. Jenderal Gatot Subroto Kav. 27, Jakarta - Indonesia
Certification Unit: PT. Agro Wana Lestari – Bukit Santuai Palm Oil Mill and Supply Bases Location of Certification Unit: Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1—0175-14-000-00	Membership Approval Date	2 nd December 2014
Parent Company Name	Goodhope Asia Holdings Ltd		
Address	Head Office: Gedung Menara Global 5th Floor Jl Jenderal Gatot Subroto Kav. 27, Jakarta – Indonesia		
Subsidiary (Certification Unit Name)	PT. Agro Wana Lestari		
Address	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia		
Contact Name	Mr. Saepul Bahri		
Website	www.goodhopeholdings.com	E-mail	saepul.bahri@goodhope-id.com
Telephone	+62-21 52892260	Facsimile	+62 21 52892259

2. Certification Information			
Certificate Number	RSPO 630116	Date of First Certification	05 April 2016
		Certificate Start Date	05 April 2016
		Certificate Expiry Date	04 April 2021
Scope of Certification	Production of CPO and PK of PT. Agro Wana Lestari (Bukit Santuai Palm Oil Mill) and 4 (four) estates as supply base, namely Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate Mill capacity is 90 tonnes FFB/hour.		
Applicable Standards	RSPO P&C Indonesia National Interpretation, September 2016; RSPO Supply Chain Certification Standard 2017 (CPO Mill – Module E)		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
EMS 621527	ISO 14001: 2004	BSI Indonesia	16/03/2018
OHS 621529	OHSAS 18001: 2007	BSI Indonesia	16/03/2018
ISPO	ISPO	BSI Indonesia	29/11/2022

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4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Bukit Santuai POM	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia.	112° 23' 45.0 E	1° 51' 45.0" S
Penyahuan Estate	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia.	112° 22' 13.5 E	1° 52' 12.1" S
Tanah Haluan Estate	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia.	112° 25' 13.6 E	1° 51' 34.0" S
Keminting Estate	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia.	112° 29' 41.6 E	1° 51' 53.1" S
Sangai Estate	Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia.	112° 28' 57.1 E	1° 48' 33.7" S

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Penyahuan Estate	2,334.70	712.19	279.42	3,326.31	70.19
Tanah Haluan Estate	832.90	94.21	810.28	1,737.39	47.94
Keminting Estate	2,018.90	42.74	416.22	2,477.86	81.48
Sangai Estate	858.60	58.16	533.51	1,450.27	59.20
Total	6,045.10	907.30	2,039.43	8,991.83	67.23

**Note: Total hectareage according to HGU (Land title) given by BPN (Land office) is 11,071.375 ha.
2,079.54 ha are not acquired yet including 479.90 ha HCV area (still in progress of land acquisition)*

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 – 3*	4 – 10*	11 - 20	21 - 25	26 - 30		
Penyahuan Estate	4.90	2,329.80	0	0	0	2,334.70	0
Tanah Haluan Estate	0	832.90	0	0	0	832.90	0
Keminting Estate	27.00	1,991.90	0	0	0	2,018.90	0

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Sangai Estate	119.60	739.00	0	0	0	858.60	0
Total Certified	151.50	5,893.60	0	0	0	6,045.10	0

***Note:** Whole plantation are new planting, planted in 2008 until 2016 see P7. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. (<https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari>)

Whole plantation are mature plantation, According to PT AWL Procedure mature plantation are planting with age \geq 30 month (2.5 years).

7. Certified Tonnage of FFB (Own Certified Scope)

Estate	Tonnage / year		
	Estimated (April 2018 – March 2019)	Actual (Jan 2018 – Dec 2018)	Forecast (April 2019 – March 2020)
Penyahuan Estate	42,693.59	46,695.28	54,105.84
Tanah Haluan Estate	22,638.77	18,686.66	19,934.67
Keminting Estate	25,159.84	23,920.33	38,019.65
Sangai Estate	15,746.09	7,045.25	13,159.62
Total	106,238.30	96,347.52	125,219.78

Note: Estimated and Forecast are the previous and next 12 month from the audit period.
Actual are the previous 12 months from the audit period.

8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *

Estate	Tonnage / year		
	Estimated (April 2018 – March 2019)	Actual (Jan 2018 – Dec 2018)	Forecast (April 2019 – March 2020)
Nil	N/A	N/A	N/A
Total			

Note: There is no FFB received from another certified unit.

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable

Independent FFB Supplier	Tonnage / year		
	Estimated (April 2018 – March 2019)	Actual (Jan 2018 – Dec 2018)	Forecast (April 2019 – March 2020)
Third party FFB supplier/Collector, consist of: PT KMS, Plasma, CV Santuai Megah Karya	129,788	201,318.31	200,000

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Illahi, Sempung, Ali Rahman, Udui Siung, Harnes, Marsitae, Yanson Leman, PT Telaga Sari Persada, Lahet, Moch. Abdul Fatah, PT Borneo Lancar Abadi.			
Total	129,788	201,318.31	200,000

10. Certified Tonnage

Mill Capacity: 90 MT/hr	Estimated (April 2018 – March 2019)	Actual (Jan 2018 – Dec 2018)	Forecast (April 2019 – March 2020)
	FFB	FFB	FFB
	106,238.30	96,347.52	125,219.78
SCC Model: MB	CPO (OER: 26.00 %)	CPO (OER: 25.07 %)	CPO (OER: 25.50 %)
	27,920.04*	26,147.67	31,931.04
	PK (KER: 4.30 %)	PK (KER: 4.75 %)	PK (KER: 4.30 %)
	4,732.05*	4,575.42	5,384.45

Note: *Estimated and Forecast are the previous and next 12 month from the audit period.*

Actual are the previous 12 months from the audit period.

**Estimated are included volume extension CPO 298.04 MT and PK 165.05 MT*

11. Actual Sold Volume (CPO)

	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	24,823	0	0	0	24,823

12. Actual Sold Volume (PK)

	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	4,403.95	0	0	0	4,403.95

13. Actual Group certification Claims

	Credit	Physical Volume (MT)
IS-CSPO	N/A	N/A
IS-CSPKO	N/A	N/A
IS-CSPKE	N/A	N/A

6Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: ASI-ACC-67)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-67) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

2.1 Assessment Methodology, Programme, Site Visits

The on-site 3rd annual surveillance assessment (ASA3) was conducted on 23 – 26th January 2019. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The Major NC close out on-site assessment was conducted on 3 October 2018. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criteria Indonesia National Interpretation, September 2016 and RSPO Supply Chain Certification Standard 2017 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base.

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

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member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

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

1. Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Bukit Santuai POM	X	X	X	X	X
Penyahuan Estate	X		X	X	X
Tanah Haluan Estate		X		X	X
Keminting Estate	X		X	X	X
Sangai Estate		X		X	X
Bukit Santuai POM	X	X	X	X	X

Tentative Date of Next Visit: January 6, 2020 – January 11, 2020

Total No. of Mandays: 17 Mandays

2.2 BSI Assessment Team:

Team Member Name	Role	Qualifications <i>(Short description of the team members)</i>
Mujinius Jalaraya	Lead Assessor	He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He have a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 - 2012 and as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014. He involved in RSPO certification since 2014 as a team member subsequently as a Lead Auditor. He has completed the training, such as: Lead Auditor ISO 9001: 2008 course, Lead Auditor ISPO course, Lead Auditor RSPO endorsed course, RSPO SCCS Lead Auditor endorsed course, HCV Identification and management, Internal Auditor ISO 14001: 2004 Training, Training for Trainers, OHS Expert Training, etc. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of Legal, Environmental management and monitoring, OHS management and HCV management and monitoring.
Edy Widodo	Assessor Team member	Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation, and also the processing industry and agricultural mechanization. He is also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & 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 social and labor and stakeholder consultation.
Yudwi Wisnu Rahmanto	Assessor Team member	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During the assessment he assigned to verify legal, land dispute and long term aspect.

Accompanying Persons: Nil

2.3 Assessment Plan

RSPO Annual Surveillance 3 Assessment Plan PT Agro Wana Lestari – Bukit Santuai POM & Its Supply Bases

Date	Time	Subjects	MJ	EW	YWR
Sunday 20/01/2019	10.35 – 12.00	Travel from Jakarta – Sampit	√	√	√
	12.00 – 13.00	Lunch	√	√	√
	13.00 – 18.00	Travel from Sampit to PT AWL	√	√	√
Monday 21/01/2019	08.00 – 09.00	Opening Meeting	√	√	√
	09.00 – 12.00	Penyahuan Estate Field Visit: Herbicide application programmes, harvesting, fertilising operations, water management, road maintenance, terracing, HCV's, riparian zones, etc.	√		
		Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc.			√
		Boundaries inspection, worker interviews, social amenities, etc. Interview with: Labour Union and Gender Committee.		√	
	12.00 –14.00	Break	√	√	√
	14.00 – 17.00	Document Review Penyahuan Estate	√	√	√
Tuesday 22/01/2019	08.00 – 12.00	Keminting Estate & Sangai Estate Field Visit Sangai Estate: Herbicide application programmes, harvesting, fertilising operations, water management, road maintenance, terracing, HCV's, riparian zones, etc.	√		
		Field Visit Sangai Estate: Boundaries inspection, worker interviews, social amenities, etc. Interview with: Labour Union and Gender Committee.		√	
		Field Visit Keminting Estate: Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc.			√
	12.00 –14.00	Break	√	√	√
	14.00 – 17.00	Document Review Keminting & Sangai Estate	√	√	√
Wednesday, 23/01/2019	08.00 – 12.00	Tanah Haluan Estate Field Visit: Herbicide application programmes, harvesting, fertilising operations, , water management, road	√		

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Date	Time	Subjects	MJ	EW	YWR
		maintenance, terracing, HCV's, riparian zones, etc.			
		Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc.			√
		Stakeholder consultation Interview with: BLH, BPN, Disbun, Disnakertrans Kab. Kotawaringin Timur.		√	
	14.00 – 17.00	Document Review Tanah Haluan Estate	√	√	√
		Stakeholder consultation Interview with: Village head, local community, community leaders, local contractor, FFB supplier, etc		√	
Thursday 24/01/2019	08.00 – 12.00	Bukit Santuai POM Field Visit and Document Review: Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OHS, Environment issues, POME application, workers interview, Review on SEIA documents and records, Document review, etc. RSPO Supply Chain for CPO Mill	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Document Review	√	√	√
Friday 25/01/2019	08.00 – 12.00	Audit Continue for Estate and POM Document Review Estate and POM RSPO Supply Chain for CPO Mill	√		
		Document Review & Social Audit continue		√	
		Document Review & OHS and EMS audit continue			√
	12.00 – 14.00	Break	√	√	√
	14.00 – 15.00	Report Preparation	√	√	√
	15.00 – 16.30	Closing Meeting	√	√	√
	17.00 - up	Travel to Sampit & Stay in Sampit	√	√	√
Saturday 26/01/2019	09.45 – 11.10	Travel from Sampit to Jakarta	√	√	√

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The BSI auditor team will comprise of the following members. Please let us know should you have any comments:

	Name	Role	Assessment aspects
1	Mujinius Jalaraya	Team Leader	Legal aspect, Best management practice in palm oil mill and estate, interview with workers, supply chain for CPO Mills; (Fluent in English and local language).
2	Edy Widodo	Team member	Social aspect-impact, interview with workers, land tenure, internal and external stakeholder consultation; (Fluent in English and local language)
3	Yudwi Wisnu Rahmanto	Team member	Environmental aspect-impacts, occupational health and safety, interview with workers; (Fluent in English and local language).

Section 3: Assessment Findings

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

- PT Agro Wana Lestari/Goodhope Asia Holdings Ltd Time Bound Plan
- RSPO Supply Chain Certification Checklist June 2017
- RSPO P&C INA-NIWG 2016 Checklist

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	PT. Agro Wana Lestari 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. RSPO Membership obtained on 2 December 2014, PT Agro Wana Lestari – Bukit Santuai POM and its supply bases certified on 5 April 2016.	Comply
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The time bound plan is challenging. PT. Agro Wana Lestari demonstrate progress overtime. The age of plantation was generally mature. All of plantation has been incorporated with palm oil mill to process the FFB produced. The location of plantations is in Central Kalimantan, West Kalimantan, East Kalimantan and Papua Province – Indonesia.	Comply
Have there been any changes since the last audit? Are they justified?	Yes, the reason of change is acceptable, regarding process of HGU which depend on government decision and related to mill which still under construction. <ul style="list-style-type: none"> - PT Agro Indomas (East Kalimantan certification plan was changed from 2018 to 2019 due to waiting for the HGU (Land title) Finalization. - PT Karya Makmur Sejahtera certification plan was changed from 2018 to 2020 due to waiting for the HGU (Land title) Finalization. - PT. Agrajaya Baktitama certification plan was changed to 2021 due to financial ability of the company and will be the suply base to PT. BMS. - PT. Batu Mas Sejahtera certification plan was changed to 2020 due to Mill will be commissioned in 2019. - PT. Sawit Makmur Sejahtera certification plan was changed to 2022 due to the financial ability of the company and will be the supply base to PT. BMS. - PT. Sumber Hasil Prima certification plan was changed 	Comply

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	<p>to 2021 due to the Mill will be commissioned in 2019.</p> <ul style="list-style-type: none"> - PT. Sinar Sawit Andalan certification plan was changed to 2022 due to the financial ability of the company and will be the supply base of PT. SHP. 	
If there have been changes, what circumstances have occurred?	The company certification plan was changed and company has made the effort to obtained the land title for PT Agro Indomas East Kalimantan and PT Karya Makmur Sejahtera. For another unit which Mill is not constructed yet, company keeps the activities of plantation in accordance with its license.	Comply
Have there been any stakeholder comments?	There is no comment from stakeholder	Comply
Have there been any newly acquired subsidiaries?	There are no newly acquired subsidiaries.	Comply
Have there been any isolated lapses in implementation of the plan?	No isolated lapses. Company managed to demonstrate commitment to certify all of palm oil mill and supply base.	Comply
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	In area where BSI conducted audit, there are no replacement/conversion of primary forest after November 2005.	Comply
<p>No replacement after dates defined in NIs Criterion 7.3:</p> <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	<p>For any new plantings after 1 January 2010, company has follow and conducted the RSPO New Plantings Procedure. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. Refer to https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari.</p> <p>PT AGRO WANA LESTARI has proposed new planting area located in Kotawaringin Timur, District Mentaya Hulu and Bukit Santuai, Villages Keminting, Tanah Haluan, Tumbang Penyahuan, Tanjung Jaringau, Tumbang Sangai, Central Kalimantan Province, Indonesia. Public notification started on 14 August 2014.</p>	Comply
Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	There is new planting after January 1 st , 2010 in PT Mitra Unggul Pusaka. New planting was performed through conversion from rubber plantation. Company has prepare for NPP submission to RSPO. NPP for conversion area is still in progress including supporting documents (conversion permit, HCV assessment, etc). NPP will be submitted in reference to NPP 2015 as NPP for Conversion of Existing Agricultural land.	in progress
Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or	FPIC and Land compensation was conducted prior to land acquisition and any Land conflicts are being resolved through a mutually agreed process.	Comply

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Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	No labor dispute noted. This was based on stakeholder interview with worker union in each company. In addition, audit team found the same based on stakeholder interview with "Dinas Tenaga Kerja" on each regency audited.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes. company has resolved any Legal non-compliance in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	Comply
Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	Yes. Uncertified company conducted internal audit annually. Positive assurance statement has been produced.	Comply

3.3 Progress of scheme smallholders and/or outgrowers

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?	There is no scheme smallholders associated to PT Agro Wana Lestari.	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 Annual Surveillance Assessment 3 there are 4 Major, 4 Minor nonconformities and 3 observation raised. PT Agro Wana Lestari – Bukit Santuai 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. Corrective action plans to address Major Non Conformity has been effectively implemented and has been verified by NCR Close Out Visit on 19 – 20 March 2019.

The implementation of the corrective action plans to address the 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 during NCR Close Out Visit on 19 – 20 March 2019 and has been Closed accordingly.

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Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-M1	Clause	RSPO P&C INA NI 2016 Indicator 4.5.1
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 April 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 March 2019
Statement of Nonconformity:	The company cannot be demonstrate that regular monitoring of the possibility of the emergence of pests and diseases, especially palm-leaf-eating caterpillars, has been carried out.		
Requirement Reference:	Monitoring of Integrated Pest Management (IPM) plan implementation shall be available.		
Objective Evidence:	<ul style="list-style-type: none"> • The last bagworm census was carried out in October 2014. • Document monitoring of Palm Leaves-Eating Caterpillar pest (UPDKS) cannot be shown. • A documented integrated pest management plan cannot be demonstrated. • The company has a procedure for "Pest and Disease Management OP/C21/06/01 June 1, 2006"; whereby one policy in the procedure is to prevent the possibility of crop pests and diseases. 		
Root Cause Analysis:	The current Integrated Pest Management (IPM) monitoring is limited to the application of technical culture (planting beneficial plants) and monitoring rat pests. palm-leaf-eating caterpillars monitoring activities are carried out by employees according to the location where they work and if there is an attack delivered verbally to the foreman / assistant. SOP has not specified specific frequency monitoring		
Corrections:	<ul style="list-style-type: none"> - The company has made improvements by revising the procedure "Pest and Disease Management" OP/C21/03/19/04 Revision March 2019. In point 3.1 Leaf Eating Caterpillar 3.1.1 Monitoring and Surveillance explained that "Pest and disease survey shall be carried out at regular intervals (preferably 3 monthly) and undertake recommending integrated control measures immediately to prevent outbreaks ". The IPM approach is practiced to control leaf eating caterpillar outbreaks, monitoring the system has been developed following stages: alert, census, control action. - The company has socialized the procedure to managers, staff and foremen involved in the monitoring process of the Leaf Eating Caterpillar in the field. Examples of socialization carried out on March 5, 2019, evidence of socialization can be shown, attended by 21 participants from estate managers, field assistants and foreman of Penyahuan Estate and Tanah Haluan Estate. - In addition the Agronomy Team also has conducted Leaf Eating Caterpillar pest training and practice in the field. Training was conducted on March 6, 2019. The company has set up a pest and disease monitoring team signed by Plantation Manager with a team consisting of Assistant Manager, Field Assistant and Field supervisor. 		

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	<ul style="list-style-type: none"> - The company has also made a "Palm Leaves Eater Caterpillar Visual Census Form" to document the results of the Leaf Eating Caterpillar census. The census of the Leaf Eating Caterpillar was conducted with a 3-month rotation. Examples of census implementation can be shown such as: census of Leaf Eating Caterpillar in the Tanah Haluan Estate Blok R19 Division I dated 13 March 2019 by Mandor Suriadi; The results of the monitoring showed that there were several symptoms of bag worm and fire caterpillar(Settora nitens) attacks such as the main sample line 1 - 11. The results of this early observation will be re-checked by the agronomy team to the monitoring block and census will be carried out if there is an attack and control measures are taken. The results of the re-examination and census in Block R19 Division I showed that the symptoms of the attack were symptoms of a long-standing attack and at the time of the April 19 census 2019 only found 2 individual caterpillars in the number 21 line 1 (Effective UPDKS Census Form) so the attack rate far below the threshold of 5 heads per midrib. Control is carried out by picking the caterpillar fire. - Monitoring on March 18, 2019 in the O26 Division III Penyahuan Estate block showed broadly no symptoms of UPDKS pest attacks.
Corrective Actions:	<p>The company has made an annual plan for pest and disease monitoring for all PT Agro Wana estate, it was documented in "Time Schedule of Leaf Eating Caterpillar (LEC) Census at PT AWL".</p> <p>Census of LEC will be carried out in quarterly base as follow:</p> <ol style="list-style-type: none"> 1. The 1 quarter in March 2. The 2nd quarter in June 3. The 3rd quarter in September 4. The 4th quarter in December <p>The company has implemented integrated pest control training for an integrated pest control team consisting of field assistants and field foremen. Training has been conducted on March 4-6 2019 and refresh training will be conducted at least once a year.</p>
Assessment Conclusion:	Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 20 March 2019.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-M2	Clause	RSPO P&C INA NI 2016 Indicator 4.7.1
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 April 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 March 2019
Statement of Nonconformity:	The company has not consistently implemented the company's OSH policy, during audit still found inconsistency on monitoring the effectiveness of the K3 program.		

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Requirement Reference:	A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.
Objective Evidence:	<p>During audit found some OHS applications that have not been implemented properly, such as:</p> <ul style="list-style-type: none"> • Welder operator at the Penyahuan Estate Central Workshop on behalf Hadi Saputro does not yet have a welder license. • It was found APAR under low-pressure conditions at the fertilizer warehouse Sangai Estate. • There is no identification of LOTO for damaged equipment/lathe machine at Santuai Mill Hill.
Root Cause Analysis:	<ul style="list-style-type: none"> • 2 (two) workers who already have SIO welder license have resigned, Hadi Saputro is the new employee and company has not scheduled for SIO training. • Warehouse employees don't understand if the APAR condition is already low-pressure. The training provided is limited to how to respond to fire emergency response conditions and have not included more specifically related to maintenance of fire extinguishers (APAR). • In HIRADC document there was no identification of the need for LOTO on the lathe machine, so that the operator were not "aware" and had not received LOTO training.
Corrections:	<ul style="list-style-type: none"> • The company has been exploring cooperation with the Manpower Office (Disnakertrans) of East Kotawaringin Regency for the training of welded SIO operators and Manpower Office (Disnakertrans) of East Kotawaringin Regency has sent a letter confirming the participation of Welder operator on behalf Hadi Saputra on February 26, 2019 to PT AWL. Manpower Office (Disnakertrans) of East Kotawaringin Regency informing the welder operator training to be held in April 2019 with training providers (PJK3) is PT Daya Cipta Sinergi with participants from PT AWL, Hadi Saputra. • The company has carried out socialization and training to warehouse employee regarding how to check the condition of the fire extinguisher and use the fire extinguisher properly and correctly. Training in Sangai Estate for warehouse officers is conducted on October 11, 2018 and Keminting Estate on January 8, 2019. Evidence of socialization can be demonstrated during the audit in the form of attendant list and training material. Interviews with warehouse officers in Sangai Estate and Penyahuan Estate can also be confirmed that the warehouse clerk/employee has understood how the mechanism of APAR inspection/monitoring and the use of fire extinguishers are good and right. • The company has reviewed the HIRADC document for mobile machines including lathes. Review of the HIRADC document is carried out by the company's OHS Expert, evidence of review can be shown at the time of the audit. During the field visit at the central workshop and Bukit Santuai POM workshop it can be shown that the LOTO procedure has been well implemented, for example: in the dump truck unit that is in the process of repairing a Tag out that informs the unit that is still in repair and is

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	prohibited from being operated, signed by the PIC mechanic; put lock or locking is also done when the unit is still in the process of repair to avoid the operation of the tool by someone who is not a PIC unit. Interviews with workers on 19 – 20 March 2019 who carry out maintenance at central workshops and Bukti Santuai POM workshop can be demonstrated that they has understood the mechanism of LOTO implementation to avoid the risk of workplace accidents and equipment damage.
Corrective Actions:	<ul style="list-style-type: none"> Monitoring the training status of compulsory SIO for operator in a regular basis, to ensure that no employee works without SIO. Company has made the monitoring form of SIO licence for operator (Feb 2019). The form containe the registry of SIO operator and the validity of SIO licence. Double check inspection by the EHS department for all APAR conditions at PT Agro Wana Lestari. EHS department has made the checklist form for all APAR (Feb 2019), it can be demonstrated that all APAR has been inspected and checked by EHS department on February 2019. Conduct LOTO training once a year for employees and regularly monitor LOTO implementation once a month (Feb 15, 2019). Training of LOTO for operator has been conducted on 28 January 2019, training evidence can be demonstrated. The training will be refresh by company each month through master morning/briefing.
Assessment Conclusion:	Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 20 March 2019.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-M3	Clause	RSPO P&C INA NI 2016 Indicator 6.5.1
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 April 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 March 2019
Statement of Nonconformity:	The company cannot be demonstrated that the determintation of employee wages and working days/working hours is in accordance with applicable regulations.		
Requirement Reference:	Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.		
Objective Evidence:	<ul style="list-style-type: none"> Based on interviews in the field with spraying workers (herbicide operator), confirmed that wage system is based on Hectares ("Piece Rate": Unit of Results), for example: <ul style="list-style-type: none"> Spray using CDA tools; wages determined of Rp. 30,000 per Ha (on average workers can finish in one day covering an area of 3-4 ha). Spray using Inter 16; wages of Rp. 40,000 per ha (on average workers can complete in 1 day an area of 2-3 ha). <p>However, the company cannot be demonstrated the wages determination has</p>		

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	<p>been agreed with employees/workers.</p> <p>The company has received a directive from the District Manpower Office Kotawaringin Timur letter no. 560,567/900/HI-Kesja/VI/2013 dated June 17, 2013 concerning Work that uses a "Piece Rate" system (bare or heavy basis/Kg) on condition that there is agreement/agreement between employers and workers at first. Based on Government Regulation no. 78 of 2015 concerning Wages, Article 15: "Determination of wages based on units of results based on the agreement between Workers/Laborers and employers.</p> <ul style="list-style-type: none"> • "Based on the document of the Attendance List in the "Child Care Center (TPA)" Keminting Estate on behalf of R *** a and J *** a, are as follows: <table border="1" data-bbox="518 750 1444 1025"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">Time</th> <th rowspan="2">Hour working</th> </tr> <tr> <th>Incoming Child</th> <th>Picked Up Child</th> </tr> </thead> <tbody> <tr> <td>21 January 2019</td> <td>05:10:00</td> <td>14:40:00</td> <td>09:30:00</td> </tr> <tr> <td>03 January 2019</td> <td>05:10:00</td> <td>13:15:00</td> <td>08:05:00</td> </tr> <tr> <td>10 January 2019</td> <td>05:10:00</td> <td>15:03:00</td> <td>09:53:00</td> </tr> </tbody> </table> <p>From the table above, it can be seen that there are excess work hours between 1-2 hours and no overtime wages are paid, employees only get 1 day salary. Based on the BKM dated 3, 10 and 21 January 2019, the calculation and payment of wages cannot be proven for the excess working hours.</p> <ul style="list-style-type: none"> • In the attendance document at the "Child Care Center" in Tanah Haluan Estate does not include the time of attendance and employee return time. 	Date	Time		Hour working	Incoming Child	Picked Up Child	21 January 2019	05:10:00	14:40:00	09:30:00	03 January 2019	05:10:00	13:15:00	08:05:00	10 January 2019	05:10:00	15:03:00	09:53:00
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03 January 2019	05:10:00	13:15:00	08:05:00																
10 January 2019	05:10:00	15:03:00	09:53:00																
<p>Root Cause Analysis:</p>	<p>- There has not been a specific person in charge of controlling the implementation of policies related to wages and working hours in each estate/department.</p>																		
<p>Corrections:</p>	<ul style="list-style-type: none"> • The company has determined Internal Memo No.1083/HR&GM/AWL-KMS/IM/XII/2018 dated December 27, 2018 regarding "Inter and CDA Wages Piece Rate" stating that: <ul style="list-style-type: none"> ✓ Wages for employees of Spray Circle Circle Weeing CDA per hectare are Rp. 30,000. ✓ For employees of Spray Circle Circle Weeding Inter 16 per hectare of Rp. 40,000. <p>This internal memo has been agreed upon by the Bipartite LKS as an institution representing employees. The agreement was documented in a "Collective Agreement between LKS Bipartite (Worker Representatives) and PT AWL-KMS on Working Wages Spraying. Spraying wages calculations already take into account the prevailing minimum wages with formulations based on the results of calibration of employee productivity. The wages calculation determination formula can be demonstrated during NCR Visit. The agreement and internal Memo have been socialized by the company to the Bipartite LKS and all employees on February 21, 2019 at Penyahuan Estate, on 11 February 2019 in Tanah Haluan Estate, on 15 February 2019 on Sangai and Keminting Estate. Evidence of socialization can be demonstrated; during interview with the spraying workers can be demonstrated that they have understand the spraying</p>																		

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	<p>wages calculation and has agreed the wages calculation.</p> <ul style="list-style-type: none"> The excess of working hour on behalf of R *** a and J *** a has been calculated and paid with excess of working hour (overtime) total 6 hour and 28 minutes. Company has paid the overtime on February 2019 together with salary paid February 2019. Evidence of overtime payment can be demonstrated during audit. The attendance document at the "Child Care Center" in Tanah Haluan Estate has include the time of attendance and employee return time. During January – February 2019 there is no excess of working hour/overtime, it also confirmed with HRD manager and the workers.
Corrective Actions:	<p>Establish a special person in charge to control the implementation of policies related to wages and working hours regulations in each estate/department supervised by the HRD department (Jan 2019).</p> <p>Company also monitor the minimum wages regulation and to comply the regulation.</p>
Assessment Conclusion:	<p>Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 20 March 2019.</p>

Summary of Total Number of Nonconformity																																																																																											
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NCR Ref #	1731520-201901-M4	Clause	RSPO P&C INA NI 2016 Indicator 6.12.1																																																																																								
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Date Issued	25 January 2019	Due Date	24 April 2019																																																																																								
Closed (Yes / No)	Yes	Date of nonconformity Closure	20 March 2019																																																																																								
Statement of Nonconformity:	The company cannot be demonstrated the agreement with employees related to assignments/working on holidays (Sunday).																																																																																										
Requirement Reference:	There shall be evidence that no forms of forced or trafficked labor are used.																																																																																										
Objective Evidence:	<ul style="list-style-type: none"> Based on Payslip (Single Line) document for December 2018 period, it was found several employees who worked on holidays/Sundays as follows: <table border="1" data-bbox="550 1635 1332 2027"> <thead> <tr> <th rowspan="2">Name of Employees</th> <th rowspan="2">Status</th> <th colspan="5">Date</th> </tr> <tr> <th>2</th> <th>9</th> <th>16</th> <th>23</th> <th>30</th> </tr> </thead> <tbody> <tr> <td colspan="6">Sangai Estate</td> </tr> <tr> <td>Bonepasius B.</td> <td>BHL/Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Yulianan Soli K</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Dominggus Dari</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Darwis</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stepanus</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Upi</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ipung</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ilham</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus S.U.Ng</td> <td>Loader</td> <td></td> <td></td> <td>W</td> <td></td> <td></td> </tr> </tbody> </table>			Name of Employees	Status	Date					2	9	16	23	30	Sangai Estate						Bonepasius B.	BHL/Harvester	W					Agustinus	BHL/ Harvester	W					Yulianan Soli K	BHL/ Harvester	W					Dominggus Dari	BHL/ Harvester	W					Darwis	BHL/ Harvester	W					Stepanus	BHL/ Harvester		W				Upi	BHL/ Harvester		W				Ipung	BHL/ Harvester		W				Ilham	BHL/ Harvester		W				Agustinus S.U.Ng	Loader			W		
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	Mikael M	Loader			W			
	Irma	BHL/Sprayer				W	W	
	Warsiyati	SKUH/Sprayer				W	W	
	Supiah	SKUH/Sprayer				W	W	
	Lilik Indayani	SKUH/Sprayer				W	W	
	Sulis Setiowati	SKUH/Sprayer					W	
	Neli Yana	BHL/Sprayer					W	
	Panyahuan Estate							
	Yosep Malo Bulu	BHL/ Harvester	W					
	Stepanus	BHL/ Harvester	W	W	W	W	W	W
	Silkeisi	BHL/ Harvester	W	W		W	W	
	Lemen	BHL/ Harvester	W		W		W	
	Yuliana	BHL/ Harvester	W		W		W	
	<p>However, there is no evidence of the agreement between the company and employees in terms of working on an official holiday.</p> <p>According to "UU no.13 Tahun 2003 Pasal 85" stated that:</p> <ol style="list-style-type: none"> (1) Workers are not required to work on official holidays. (2) Entrepreneurs can employ workers to work on official holidays if the type and nature of the work must be carried out or carried out continuously or in other circumstances based on agreements between workers and Entrepreneurs. (3) Entrepreneurs who employ workers who carry out work on official holidays as referred to in paragraph (2) must pay overtime wages. (4) Provisions regarding the type and nature of the work referred to in paragraph (2) shall be regulated by a Ministerial Decree. <ul style="list-style-type: none"> • In Company Regulations CHAPTER III Work Implementation (Article 18), explains that "Weekly breaks usually fall on Sundays. Regarding certain jobs that require workers to work on Sundays (BHL and SKUH). Provisions regarding overtime work and overtime wages are regulated according to legislation. (UU no.13 Tahun 2003 and Government Regulation No. 78 of 2015). • Based on interviews with several spray and harvest employees at Sangai Estate, Tanah Haluan Estate and Panyahuan Estate they have the perception that the company requires work on Sundays even company give the permitted if workers is unable/unavailable. 							
Root Cause Analysis:	<ul style="list-style-type: none"> - Employees do not understand that working overtime or working on holidays is voluntary. - Company are not documented agreement to work on a holiday. 							
Corrections:	<ul style="list-style-type: none"> • The company has made an agreement to allow work on holidays with LKS Bipartite as an institution representing all employees of PT AWL. Agreement documented in "Kesepakatan Bersama antara Perwakilan Pengusaha dan Perwakilan Pekerja PT AWL – KMS tentang Himbuan Bersedia Bekerja di Hari Minggu/Libur" dated 30 January 2019, signed by representing of PT AWL – KMS and LKS Bipartite. In the agreement stated that each employee who states that employees who are willing to work in the weekday/holiday has to fill the absence and signed the agreement prior to work and companies pay wages 30% higher and in accordance with overtime wages. • The company has made an agreement to work on holiday days by using the 							

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	Employee Attendance Form Willing to Work on Holidays "Contains signatures of employees who agree or agree to work on Sundays. For example, on December 2, 2018, Sangai Estate Division I, there were 9 people working on the harvest and they had signed an agreement to work the harvest on that date without any coercion. During interview with harvesting workers in Penyahuan Estate and Tanah Haluan Estate can be demonstrated that they have understand the term and condition of working on holiday and there is no enforcement/coercion to working on holiday, the payment is in accordance with the regulation and agreement.
Corrective Actions:	Refreshment of overtime mechanism and procedure (February 2019) and monitor the implementation of wages and working hour as per regulation.
Assessment Conclusion:	Auditor conclude that company has effectively addressed the issue of Major non conformity and the NC has been CLOSED on 20 March 2019.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-N1	Clause	RSPO P&C INA NI 2016 Indicator 2.1.3
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 January 2020 (Next Surveillance Assessment)
Closed (Yes / No)	To be Verified in the next surveillance Assessment	Date of nonconformity Closure	-
Statement of Nonconformity:	There were several newest regulation has not been listed in the "evaluation of regulation compliance" which can impact to compliance of environmenta and OHS management system.		
Requirement Reference:	A mechanism for ensuring compliance shall be implemented		
Objective Evidence:	<p>There were several regulation related to OHS and environment management system were not listed in the evaluation form, including:</p> <ul style="list-style-type: none"> • Permenaker No. 05 Th 2018 tentang K3 Lingkungan kerja • PermenLhHut No 21 Th 2018 tentang perubahan atas peraturan menteri lingkungan hidup Nomor 5 th 2014 Tentang baku mutu air limbah • PermenLhHut No 23 th 2018 tentang perubahan izin lingkungan • PermenLhHut No 24 th 2018 tentang AMDAL • PermenLhHut No 25 Th 2018 tentang UKL-UPL • PermenLhHut No 26 Th 2018 tentang Pedoman penyusunan dan penilaian serta pemeriksaan dokumen lingkungan hidup dalam pelaksanaan perizinan berusaha terintegrasi secara elektronik. • Permenperin No.41 Th. 2014 tentang larangan penggunaan HCFC (R22 & R141b) per 1 Jan. 2015 PUIL 2011, Tentang Persyaratan umum instalasi listrik • PERMENLHK No. 20 TAHUN 2017 tentang Baku Mutu emisi gas buang 		

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	<p>kendaraan bermotor tipe baru kategori M, N, O</p> <ul style="list-style-type: none"> • PermenIH No 12 Th 2009 tentang Pemanfaatan Air hujan PermenlhHut No. P.6/MENLHK/SETJEN/KUM.1/2/2018 tentang Standar dan sertifikasi Kompetensi pengolahan pengendalian pencemaran udara • PermenLHK No P.5/MENLHK/SETJEN/KUM.1/2/2018 tentang Standar dan sertifikasi Kompetensi Penanggung jawab operasional pengolahan air limbah dan penanggung jawab pengendalian pencemaran air • PermenLH No. 5 th 2014 Tentang baku mutu air limbah • Peraturan Pemerintah No. 78 Tahun 2015; terkait Pengupahan • Peraturan Presiden No. 12 Tahun 2013 dan No. 19 tahun 2016; tentang Perubahan Kedua atas peraturan presiden no. 12 Tahun 2013: tentang Jaminan Kesehatan.
Root Cause Analysis:	Company has been determined the PIC to control and update the newest relevant regulation.
Corrections:	Update regularly the newest relevant regulation and listed in the compliance evaluation form and distribute the document to all department.
Corrective Actions:	Assign the PIC to control and updating the newest relevant regulation.
Assessment Conclusion:	The effectiveness of corrective action implementation for Minor NC will be verified in the next surveillance assessment.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-N2	Clause	RSPO P&C INA NI 2016 Indicator 4.7.5
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 January 2020 (Next Surveillance Assessment)
Closed (Yes / No)	To be Verified in the next surveillance Assessment	Date of nonconformity Closure	-
Statement of Nonconformity:	Monitoring of emergency response procedure were not effectively implemented in the several location.		
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:	<ul style="list-style-type: none"> • Found some expired medicine in the first aid box such as: at Harvesting activity Division 1 Penyahuan Estate (Iodine & sterilized water), at composting activity Bukit santuai POM (sterilized water), at harvesting activity Division 1 Tanah Haluan Estate (Iodine). • Eye washer and body shower were not available at Laboratorium and Water Treatment Plant Chemical Mixing area Bukit Santuai POM. 		
Root Cause Analysis:	- Lack of understanding from field foreman on emergency response procedure		

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	<p>to monitor the first aid kit regularly.</p> <ul style="list-style-type: none"> - HIRADC (#M17.6 & #M17.10) document were not included the control of risk at laboratory and chemical mixing by eyewash dan body shower installation.
Corrections:	<ul style="list-style-type: none"> - Re check all the first aid kit and remove the expired medicine with the new one. - Install the eyewash and bodywasher in laboratory and WTP chemical mixing area Bukit Santuai POM.
Corrective Actions:	<ul style="list-style-type: none"> - Give awareness to field foreman regarding emergency response procedure and regular monitoring of first aid kit. - Review the sufficiency of HIRADC document by EHS Manager before distribute to each department/estate.
Assessment Conclusion:	The effectiveness of corrective action implementation for Minor NC will be verified in the next surveillance assessment.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-N3	Clause	RSPO P&C INA NI 2016 Indicator 5.1.3
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 January 2020 (Next Surveillance Assessment)
Closed (Yes / No)	To be Verified in the next surveillance Assessment	Date of nonconformity Closure	-
Statement of Nonconformity:	Evaluation of monitoring result against environment monitoring plan has not been properly implemented.		
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:	<ul style="list-style-type: none"> - Result of BOD monitoring analysis on surface water/river water quality in 2018 was exceed the threshold (> 3 mg/L), however company has not been evaluate the analysis result to taken action to minimize the negative impact of the high BOD. - Coliform parameter monitoring analysis on fresh water at Tanah Haluan Village and Penyahuan Estate was exceed the threshold, however company has not been evaluate the analysis result to taken action to minimize the negative impact of the high coliform. - Nitrat, Chloride and Amonia monitoring analysis on ground water in Block Q20 were exceed the threshold, however company has not been evaluate the analysis result to taken action to minimize the negative impact. - There is no follow up of grounding test which exceed the threshold in Keminting Estate Generator set. 		

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Root Cause Analysis:	Company has not been determined the PIC to monitor the environment analysis result including surface water quality, ground water quality, air quality and grounding test.
Corrections:	Identify and evaluate the rootcause of exceed parameter analysis result for BOD surface water, coliform fresh water, Nitrat, Chloride and Amonia on ground water and grounding test result. Create the corrective action to minimize the parameter result particularly for exceed parameter.
Corrective Actions:	Assigend the PIC to monitor the environment analysis result and to evaluate the analysis result.
Assessment Conclusion:	The effectiveness of corrective action implementation for Minor NC will be verified in the next surveillane assessment.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1731520-201901-N4	Clause	RSPO P&C INA NI 2016 Indicator 5.3.3
		Category (Major / Minor)	Major
Date Issued	25 January 2019	Due Date	24 January 2020 (Next Surveillance Assessment)
Closed (Yes / No)	To be Verified in the next surveillane Assessment	Date of nonconformity Closure	-
Statement of Nonconformity:	Monitoring of domestic waste management at employee housing were not effectively implemented.		
Requirement Reference:	A documented waste management plan to avoid or reduce pollution and its implementation shall be available.		
Objective Evidence:	During field visit it was found that some domestic waste were disposed to trench and drainage installation behind the housing area at Keminting Estate.		
Root Cause Analysis:	Lack of understanding and awareness from the employe against the procedure of domestic waste handling and management.		
Corrections:	Clean the trench and drainage installation in hosuing area and install the particular place ti manage and dispose the domestic waste.		
Corrective Actions:	Regularly socialize and give the awareness to the employee regarding the procedure of domestic waste handling and management. Monitor the implementation of domestic waste management at housing area.		
Assessment Conclusion:	The effectiveness of corrective action implementation for Minor NC will be verified in the next surveillane assessment.		

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Observation	
OBS #	Description
OBS 1	Ensuring all sprayer workers follow the special medical examination (cholinesterase) and the result of examination are followed up.
OBS 2	Record of training for workers to recap by individual person.
OBS 3	Record of traceability of ex pesticide container usage for re use.

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Company has made the continual improvement of best management practise both in Mill and Estate.

3.4.1 Status of Nonconformities Previously Identified and Observations

During the Annual Surveillance Assessment 2 there were No Nonconformities raised.

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	CATEGORY (MAJOR/ MINOR)	ISSUED	STATUS & DATE (Closure)
1149419M5	Major	28/05/2015	Closed on 13/02/2016
1435001-201701-N1	Minor	02/02/2017	Closed on 25/01/2018
1731520-201901-M1	Major	25/01/2019	Closed on 20 March 2019
1731520-201901-M2	Major	25/01/2019	Closed on 20 March 2019
1731520-201901-M3	Major	25/01/2019	Closed on 20 March 2019
1731520-201901-M4	Major	25/01/2019	Closed on 20 March 2019
1731520-201901-N1	Minor	25/01/2019	Open
1731520-201901-N2	Minor	25/01/2019	Open
1731520-201901-N3	Minor	25/01/2019	Open
1731520-201901-N4	Minor	25/01/2019	Open

3.5. Stakeholders Consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT. Agro Wana Lestari – Bukit Santuai 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

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meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and 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: Workers (fertilizing, spraying, mill processing, workshop).	Union/Contractors/Local Communities: 1. Worker union – LKS Bipartite 2. Local Communities - Village Official & Community Leader Tanah Haluan Village.
Government Departments: 1. Dinas Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur - Interview by Phone 2. Badan Pertanahan Kabupaten Kotawaringin Timur : - Interview by Phone 3. Badan Lingkungan Hidup Daerah Kabupaten Kotawaringin Timur: - Interview by Phone 4. Dinas Kehutanan dan Perkebunan Kabupaten Kotawaringin Timur: - Interview by Phone	NGO: Invitation letter to comment was sent prior to audit, there was no comment submitted by NGO.

IS #	Description
1	Feedback, Comment and Input Dinas Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur (Manpower and Transmigration Agency – Kotawaringin Timur Regency) Interview by Phone with Head of Industrial Relation - Generally PT Agro Wana Lestari has built good communication with Manpower and Transmigration Agency of Kotawaringin TImur Regency. - PT Agro Wana Lestari has complied well with legislation related to employment, i.e; <ul style="list-style-type: none"> • Company has included all workers of Estate and Mill in the BPJS program (BPJS Ketenagakerjaan and BPJS Kesehatan) including PHL workers. The latest payment BPJS Kesehatan period January

	<p>2019 and BPJS-Ketenagakerjaan December 2018 period.</p> <ul style="list-style-type: none"> • The Company paid the wages of employees by minimum wage base on Peraturan Gubernur Kalimantan Tengah. • Company has prepared a manpower reporting "Wajib Lapor Tenaga Kerja" on annual basis and reported to "Dinas Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" routinely. • Company has prepared health and safety committee structure, endorsed by "Dinas Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur". • Company has completed its employees with personal protective equipment (PPE) in accordance with the SOP. • PT Agro Wana Lestari obtained recommendation on the use of hazardous substance from "Dinas Tenaga Kerja dan Transmigrasi Kotawaringin Timur" <p>Company handled accident cases in good manner. The reporting and claim was completed with reports.</p> <ul style="list-style-type: none"> • Company has regularly prepared and reported the health and safety performance report to "Dinas Tenaga Kerja dan Transmigrasi Kotawaringin Timur". • Company has conducted regular medical check up, especially for workers on high risk station (palm oil mill) including sprayers and fertilizer applicators. • Heavy machinery operator, lift and carry operator, steam vessel operator has obtained operator license. • Company has conducted regular inspection on machinery such as steam vessel and pressure vessel as per applicable regulation. <ul style="list-style-type: none"> - Plantation industry categorized as worst sector in the use of female worker during night time and the use of child worker. Manpower office stated there has been no report with regards to use of child worker and/or the use of female workforce during night time in PT Agro Wana Lestari. - Company has established bi-partite coordination body, to resolve industrial relationship dispute, prior to report on mediation by "Dinas Tenaga Kerja" or court "Pengadilan Perselisihan Hubungan Industrial". The bi-partite coordination body has been acknowledged by "Dinas Tenaga Kerja Kabupaten dan Transmigrasi Kotawaringin Timur". - There has been no industrial relationship dispute occurred from the last year. - Company has prepared infrastructure and facility for workers welfare such as: housing, clean water, electricity, medical facility, education. - There is no employees who are identified using drugs/narcotic in PT Agro Wana Lestari. <p>Management Responses</p> <ul style="list-style-type: none"> - The Company paid the wages of employees by minimum wage base on "Peraturan Gubernur Kalimantan Tengah No. 51 Tahun 2018, dated 21 November 2018; regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2018 Kabupaten Kotawaringin Timur", stating the 2018 minimum wage for agriculture sector sets at IDR 2,776,460 per month. Also accordance with Internal Memo no. 005/AHL-SPU/HR/XII/2018, dated 12 December 2018 related "Penyesuaian upah harian bagi BHL dan SKU Tahun 2018" with the wages is Rp 111,058 per day and for SKUH as Rp 105,958 (added with rice allowances according to marital status). Wages of overtime as Rp 16,049 per hour (1/173 x 2,776,460). - There are several workers who is in process of health insurance BPJS-Kesehatan registration, due to problem in ID card (KTP and Kartu Keluarga). - The Company issued Work contract documents for staff, documented in "Perjanjian Kerja Buruh Harian Lepas (PHL)", for example: The Daily Workers Agreement (PHL)-Perjanjian Kerja Buruh Harian Lepas (PHL) on behalf of Muh. Khasan Asiari (Harvest employee) at PT AWL / KMS dated December 13, 2018 began to work effectively on December 13, 2018.
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	<ul style="list-style-type: none"> - Company demonstrated approval on company's regulation "Peraturan Perusahaan Tahun 2016 –2018" as per "Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur No.KEP. 488/HI-KESJA/IV/2016 dated 20 April 2016 regarding "Pengesahan Peraturan perusahaan PT Agro Wana Lestari". This regulation applies for the period 20/04/2016 up to 19/04/2018. "Peraturan Perusahaan" was written in Bahasa Indonesia that all employees / workers can understand. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Audit team acknowledge the inputs and have verified the manpower report being sent. - Audit team will continue to monitor PT Agro Wana Lestari related to manpower and OHS management performance.
<p>2</p>	<p>Feedback, Comment and Input Badan Lingkungan Hidup Kabupaten Kotawaringin Timur – Environmental Body of Kotawaringin Timur Regency Interview by Phone with Head of Environmental Control and Monitoring.</p> <ul style="list-style-type: none"> - PT AWL has obtained an Environmental Permit (SK Environmental Feasibility) both for plantation development and the planned development of its PKS. - PT AWL has an LB3 temporary storage permit and a liquid waste application permit (Land Application). - PT AWL has compiled a B3 Waste Management Report periodically and reported to BLH Kotawaringin Timur Regency. - PT AWL has compiled a Report on the Implementation of the RKL-RPL, a B3 Waste Management Report and a Periodic Liquid Waste Monitoring Report for each period regulated by the Permit and sent to the Environmental Agency of Kotawaringin Timur Regency. - There have been no reports from other parties or including the community regarding the environmental pollution caused by the operations of PT AWL. - The company has regularly monitored water and air quality and air emissions as regulated in the AMDAL <p>Suggestions:</p> <ul style="list-style-type: none"> - Dust generated from the access road into the village, the flush program can be done every afternoon. - The use of labels B3 and LB3 are always applied and socialized to all employees. <p>Management Responses</p> <ul style="list-style-type: none"> - Positive response, in connection with the recommendations of the Pelalawan District Environmental Agency (DLH) regarding planting forest trees and bamboo trees to prevent erosion in the river border area and forest tree nurseries for the return of border functions to continue to be sustainable. - Hazardous waste permit - Izin Tempat Penyimpanan Sementara Limbah B3 No.660/0694/ BLH-Ek.SDA/I/2015. PT Agro Wana Lestari – Bukit Santuai POM and supply bases has developed hazardous waste management plan, including infectious waste from clinic. The hazardous waste collected in temporary storage and disposed off through licensed contractor, e.g. PT Bank Sampah Indonesia, PT Tenang Jaya Sejahtera, PT Prasadha Pamunah Limbah Industry, PT Karya Nusa Bumi Persada and PT Muhtomas. - Land Application (LA permit) from Bupati Kotawaringin Timur No.600/0695/BLH-Ek.SDA/I /2015, date 19 January 2015 - Watering the road, especially the access road to the village, is always faithfully watered in the afternoon.

	<p>Audit Team Findings</p> <ul style="list-style-type: none"> - Based on visits to river boundaries and forest tree nurseries for planting on the right / left side of river boundaries, this shows that the company has a commitment and effort to improve all rivers in the HGU area. - Monitoring of hazardous waste has been done well by the company. All chemicals and their empty containers had been triple rinsed and punctured and disposed off through licensed contractor approved by Ministry of Environment. Records of hazardous waste had been verified to be satisfactory. - Environmental control programs around the plantation area (surrounding villages) have been carried out to continue.
<p>3</p>	<p>Feedback, Comment and Input Badan Pertanahan Kabupaten Kotawaringin Timur – National Land Agency of Kotawaringin Timur Regency Interview by Phone with Head of BPN</p> <ul style="list-style-type: none"> - In general, communication with the company is good and runs smoothly - Company has had Forest Zone Release Permit (Ijin Pelepasan Kawasan Hutan) from Ministry of Forestry no. 630/Kpts-II/1997, dated 25 September 1997 for PT Minerabumi Reksaperdana covers ±11,803.95 Ha. - Izin Usaha Perkebunan/IUP (Operational business Permit) no. 525.26/418/VIII/EK.SDA /2010, dated 26 August 2010, approved by Bupati Kotawaringin Timur for area ± 11,803.95 Ha. - HGU (Land Title) no. 98/HGU/BPN RI/2014, dated 7 July 2014 for area 11,071.375 Ha is located in Desa Tumbang Panyahuan, Tanah Haluan, Tumbang Kmeinting, Tewai Hara, Kecamatan Bukit Santuai; Desa Tanjung Jariangau, Kecamatan Mentaya Hulu; Desa Tumbang Sangai, Kecamatan Telaga Antang; Kabupaten Kotawaringin Timur. - Land title Certificate no. 00069/2014 (38.21 Ha), no. 00067/2014 (5,171.84 Ha) and no. 00068/2014 (5,861.32 Ha). While HGU for areas ± 687 Ha is pending until land dispute between PT. Agro Wana Lestari and PT Buana Adhitama has been solved. - There is no overlap between the PT AWL HGU area and the Mining Business License. - Based on an interview with the Head of BPN office of Kotawaringin Timur Regency on 24/01/2018, the Company must immediately complete the land acquisition within 3-5 years, if within that period has not been released, the BPN will conduct an inventory of land owned PT Agro Wana Lestari and will categorize the land as abandoned land. - No land disputes was noted during this year. It was confirmed by interview with local stakeholder such as Head of Adat Dayak/Local public figure, local people and village official - Maintenance of HGU stakes is constrained by some areas that have not been occupied. <p>Management Responses</p> <ul style="list-style-type: none"> - The company ensures all operating unit consistently carry out monitoring of boundary markers regularly and this is recorded. Last monitoring of boundary marker performed on 19-30 December 2018 - Company has conducted land compensation prior to palm oil planting and development. Currently total land acquisition that has compensated was 8,991.83 Ha, or approximately 81.21% of the total area of the concession and for area 2,079.54 Ha (18.79%) is remain in progress for land compensation including 479.90 Ha of HCV area. Planting area was 6,228.14 ha, or approximately 56.25% of the total area of the concession. - PT Agro Wana Lestari through Personnel Assistant (PA) is documenting all land disputes.


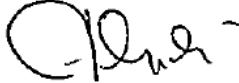
	<p>The documentation and resolution process covers claimant document, resolution process, verification result, participative land measurement, agreement between parties (if come to consensus).</p> <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Audit team acknowledge that the company has performed land compensation prior to palm oil planting and development, evidence of land compensation can be demonstrated. - Currently area of 2,079.90 ha (18.79%) is remaining in progress for land compensation. Company also has commitment to develop scheme smallholder and currently has made agreement with 6 (six) village cooperatives with total area 2,151 Ha. Evidence of agreement and dissemination were evident.
<p>4</p>	<p>Feedback, Comment and Input Dinas Kehutanan dan Perkebunan Kabupaten Kotawaringin Timur (Forestry and Plantation Agency of Kotawaringin Timur Regency) Interview by Phone with Head of Forestry and Plantation Agency</p> <ul style="list-style-type: none"> - PT Agro Wana Lestari has obtained HGU and in line with spatial planning for Kotawaringin Timur Regency, as cultivation/plantation area. - In general, communication between company and "Dinas Perkebunan Kabupaten Kotawaringin Timur" has gone well. - The company has obtained Plantation Business Permit (IUP) in August 2010 for area ± 11,803.95 Ha. - Company has reported the plantation operation activities on regular basis to "Dinas Kehutanan dan Perkebunan Kabupaten Kotawaringin Timur". - There is no report related to land claim and land dispute occurred and submit by community or other company. - FFB price established based on market price, and company was not bound to FFB price regulated by "Keputusan Penyusunan Harga TBS Kalimantan Tengah". Based on report from stakeholders, PT Agro Wana Lestari has price structure better than other companies do. - These stakeholders also reveal the contracts are fair, legal and transparent. In addition, payments made by PT Agro Wana Lestari in general are timely <p>Management Responses</p> <ul style="list-style-type: none"> - Management acknowledge the positive inputs/comments and deemed comply. - For the positive things that have been done will be maintained and improved towards a better by management companies. - PT Agro Wana Lestari has sent the report, "Laporan Triwulan Perkembangan Pembangunan Kelapa Sawit, Pabrik Pengolahan Kelapa Sawit dan Perkebunan Kemitraan Periode IV (Oktober – Desember) tahun 2018" to relevant authorities on 8 January 2019. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Audit team will continue to monitor PT Agro Wana Lestari related to Plantation management and monitoring performance. - Audit teams acknowledge the inputs and have verified the report being sent.
<p>5</p>	<p>Feedback, Comment and Input Perangkat Desa Tanah Haluan, Kecamatan Bukit Santuai (Village official, Villagers and Community Leaders) Interview with Village official, Villagers and Community Leaders of Tanah Haluan Village</p>

	<ul style="list-style-type: none"> - PT Agro Wana Lestari has built good communication with Desa Tanah Haluan and Desa Panyahuan. - Communication between company with village officer and/or village community is good. - Community feels positive benefit from company presence. - Company has communicating the complaint and grievance mechanism, local community has acknowledged the system. - Routinely companies provide assistance through CSR programs in the form of borrowing heavy equipment (excavators, graders and compactors), scholarships, assistance to the poor, religious facilities. - Village Tanah Haluan wishes to the company to do maintenance of village access road in regular basis to ensure the good accessibility. - Plasma: people still allow cooperation with companies in the form of "Plasma-Partnership", based on information from the Village Head that there is still a manageable land of ± 500 ha. - There are several problems in acquiring and compensating land, such as those related to "overlap" ownership, so it is necessary to trace the rightful owner of the land to get compensation. <p>Management Responses</p> <ul style="list-style-type: none"> - There are several problems in acquiring and compensating land, such as those related to "overlap" ownership, so it is necessary to trace the rightful owner of the land to get compensation. The company has set budget for land acquisition in 2018 covering 1000 ha of "Inti" and 500 ha of plasma plantations. - Realization of the CSR Program period 2018, including: <ul style="list-style-type: none"> • On April, September and December 2018: Providing relief religious holidays (MTQ, Ramadhan and Christmas). • Elementary School Tunas Agro 02, immunization is given to 60 students. • September 2018: Implementation of the ritual "Tiwah Massal Kabupaten Kotawaringin Timur" at Tewehara Village and Menyanggar Lewu (Mapas). • In August 2018; Assistance for activity "Hutan Wisata Budaya dan Sanggar Budaya Dayak". • July 2018: School Children Immunization, in cooperation with the Clinic and SD Tunas • October 2018: Planting trees for reforestation to the School Tunas Agro 02. • In April, July and November 2018: assistances for road maintenance in each village. • Etc. - The company also uses local contractors for the work and activities of the garden, for: <ul style="list-style-type: none"> • Transportation Agreement of Palm Kernel, SPK no. AWL/BSM/Trans PK/IV/2018/006, dated 1 August 2018 on behalf of CV Kharomah. • Transportation Agreement of Fresh Fruit unch (FFB) SPK no. Mill/GMO/TBS/IV/2018/ 00013, dated 29 November 2018 on behalf of Sempung D. Kiting. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Company has created the budget for access road maintenance to the Tanah Haluan Village twice a year and realizations will verify on next audit. - Company agreement with village cooperative to develop scheme smallholder can be demonstrated. - Audit team acknowledges the positive inputs.
<p>6</p>	<p>Feedback, Comment and Input Worker (fertilizing, spraying, mill processing, workshop) of PT Agro Wana Lestari and also LKS Bipartit - Workers union Interview eith workers and Workers union official</p>

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<ul style="list-style-type: none"> - The company provided training for Occupational Health and Safety. - The company provided personnel Protective Equipment, such as: helmets, gloves, masks, safety shoes, safety glasses and apron. - Clean water was supplied from mill and several workers using wells water. - Management in accordance with national and local regulation determined calculation of wage. - No discrimination in PT Agro Wana Lestari. - Other than salary, employees get a ration of rice. - There was several worker housing condition has been damaged including: leak roof and damage floor, however renovation was observed during field observation, renovation program was also available and - The progress is monitored by Division assistant. - Over all medical expense is covered by the company. - There was no sexual harassment in PT Agro Wana Lestari Pregnant test for female spraying worker was conducted for ensuring that there was no pregnant worker. - There were no sprayers that they are breast-feeding. - Provision of electricity supply by the company on Sunday just two hours are: from 10.00am - 12.00pm.
<p>Management Responses</p> <ul style="list-style-type: none"> - For the positive things that have been done will be maintained and improved towards a better by management companies. - Management issued the memo regarding limitation of electricity hours (2 hours, 10:00 am - 12:00 pm) to employee housing on Sunday because experiencing difficult conditions due to monetary and financial condition, the company will improved the employee facility follow to company ability. - Company has had plan to build the housing type G10 development plan (8 units) in the near future.
<p>Audit Team Findings</p> <p>Company has provided adequate facility for employee complies with the labor regulations, and company has commitment to improve the employee welfare follow to company ability.</p>

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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 PT. Agro Wana Lestari – Bukit Santuai 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 PT. Agro Wana Lestari – Bukit Santuai POM is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
<p>Name: Mujinius Jalaraya</p>	<p>Name: Saepul Bahri</p>
<p>Company Name: On behalf BSI Services Malaysia Sdn Bhd</p>	<p>Company Name: PT. Agro Wana Lestari</p>
<p>Title: Lead Auditor</p>	<p>Title: Certification Manager</p>
<p>Signature:</p> 	<p>Signature:</p>  <p><i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p>
<p>Date: 2 April 2019</p>	<p>Date: 4 April 2019</p>

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Commitment to Transparency			
<p>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.</p>			
<p>1.1.1</p>	<p>List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available. - Minor compliance -</p>	<p>The company has updated request information and response mechanism as documented in "Procedure Komunikasi, Partisipasi dan Konsultasi" SOP no. IMS. P-05 Rev.01 dated 4 May 2015, the procedures regulated that all request information will be responded within 14 working days and retention time at last 3 years. PT Agro Wana Lestari has made a list of documents that are publicly accessible (Open to Public) and it was updated on 4 January 2018, e.g.:</p> <ul style="list-style-type: none"> - Certificate / Land Use Rights (Principle permit, location permit, IUP, Environmental Permit and HGU) - Health and Safety Plan (OHS policy and its implementation, P2K3 SOP and IMS Report). - Document of HCV, including HCV Assessment and management plan. - Negotiation Procedure - Environmental documents (Dokumen AMDAL, Laporan Pelaksanaan RKL-RPL, - Izin Penyimpanan Sementara LB3.) - Social documents (Analisis Dampak Sosial - SIA), - CSR programme report. <p>The department concerned in accordance with their authority responds requests for information. The company has developed a matrix describing the status of each information request and responsible/authorized department to respond into. Records of response of request information documented in the same book, consist of person handle the request, information given and acknowledgement</p>	<p>Comply</p>

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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>Information request and response recorded under "Buku Komunikasi dan Permintaan Informasi" based on information from each department, for instance:</p> <ol style="list-style-type: none"> 1. EHS Department: "Buku Komunikasi dan Permintaan Informasi" filled with communication and information request from internal or external stakeholders. Back in 2017 the book recorded 19 information requests. In the logbook, explained status of information request and response from company; both on progress or completed resolved. Sample seen: Report of retributions (Local Tax), environment reports, including RKL/RPL report, P2K3 (safety committee) Report. 2. HRD Department: "Buku Surat Masuk" Log book of incoming later filled with communication and information request from internal or external stakeholders. Up to December 2017 has recorded 45 incoming letters. Sample seen: <ul style="list-style-type: none"> • Dated 23/4/2018 request for information from Head Tewehara Village, related proposal for village road maintenance , has been responded on 8/5/2018 • Request for information on 6/6/2018 from Head of Tumbang Sangai Village related request for dum truck loan and has been responded on 10/6/2018 • On 6/6/2018 requests for information from the head of Tumbang Sangai Village regarding the request for assistance in borrowing a car dump truck, have been responded to and realized on 10/6/2018. • On 3/9/2018 requests for information from residents of Mahawai Hamlet, Panyahuan Village about requests for cost assistance for treatment by residents of Mahawei Hamlet, was responded to on 7/9/2018. • On 21/5/2018 requests for information from the Regional Parliament of Waringin Timur Regency regarding the Assessment of the Draft Regional Regulation on the initiative of DPRD, have been responded to on 21/05/2018

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> Date 23/01/2018 requests for information from the District Manpower Office. Waringin Timur City is related to the application for field work practices, it has been responded to on 23/1/2018 	
Criterion 1.2:		
Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.		
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> 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 prepared procedure for communication and consultation No.IMS.P-06, Rev.01 dated 4 May 2015. The procedure has explained information scope including regulation, environment, health and safety and social; but not including communication related to purchasing and business contract. Relevant department will handle all information request from stakeholder. For example: CSR department responsible for inquiry from local community, media, NGO including dispute or complaint; Human Resources Department responsible for worker consultation, worker union or government authorities related to manpower/labor issue; Purchasing Department responsibility to communicate regulation's, environment's, health and safety and social's requirement to all supplier.</p> <p>Information request and response recorded under "Buku Komunikasi dan Permintaan Informasi" based on information from each department. "Buku Komunikasi dan Permintaan Informasi" filled with communication and information request from manpower/labor issue; Purchasing Department responsibility to communicate regulations, environments, health and safety and social's requirement to all supplier.</p> <p>The procedure has explained type of document publicly available such as:</p> <ol style="list-style-type: none"> 1) Laws and regulation document: Permit and license (Izin Lokasi, Izin Usaha Perkebunan, Land titles/user rights - Hak Guna Usaha.); 2) Environmental, Health and Safety documents: AMDAL document (SEIA), RKL-RPL document (environment management and monitoring report), permit for temporary hazardous waste storage, waste management plan, environmental

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	- Major compliance –	<p>policy, HCV management and monitoring documentation, Pollution prevention and reduction plans, Occupational health and safety plans.</p> <p>3) Social document: Social Impact Assessment, Social program, Community development program, company policies, Negotiation procedures, Details of complaints and grievances, Human Rights Policy.</p> <p>4) Continual improvement plans.</p> <p>5) Public summary of certification assessment report.</p>	
Criterion 1.3:			
Growers and millers commit to ethical conduct in all business operations and transactions.			
1.3.1	<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>The company has Code of ethical conduct and integrity in business that documented in "Goodhope Asia Holding Limited, Standar of Business Behaviour", issued in 2012. The policy comprises ethical behaviour, integrity, honestly, trusted, and prohibition of all forms of corruption, bribery in the conduct or transaction of business practices.</p> <p>The company has communicated this code of conduct to employess, e.g: dissemination on 8 January 2018 in Panyahuan Estate (attended 350 workers), in Keminting Estate on 15 January 2018 attended by 205 workers, in Sangai Estate on 18 January 2018 attended by 167 workers and on 9 January 2018 on Purung Estate attended by 230 workers and also on 15 May 2018 for external (supplier), attended 8 supplier (there were no new supplier and contractor until January 2018).</p> <p>Code of ethical conduct also has put in public areas in estate and based on interview with workers, it was found them aware and understand this ethical code.</p>	Comply
Principle 2: Compliance with applicable laws and regulations			
Criterion 2.1			
There is compliance with all applicable local, national and ratified international laws and regulations.			

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2.1.1 Evidence of compliance with relevant legal requirements shall be available. - Major compliance –	<p>The company hold the legal permit, such as:</p> <ol style="list-style-type: none"> 1. Izin Prinsip (Principle permit) no. 525.26/259/VI/EK-SDA/2010, dated 4 June 2010, approved by Bupati Kotawaringin Timur tentang "Persetujuan Prinsip Arahan Lokasi PTAgro Wana Lestari (± 11,803.95 Ha) ex. PT Minerabumi Reksa Perdana which located in Desa Tumbang Panyahuan, Tanah Haluan, dan Desa Tumbang Keminting, Kecamatan Mentaya Hulu, Kabupaten Kotawaringin, Provinsi Kalimantan Tengah" 2. Izin Lokasi (Location permit): no. 414.400.9. 62.02/VII/2010, dated 19 July 2010, approved by Bupati Kotawaringin Timur for PT. Agro Wana Lestari (± 11,803.95 Ha). This location permit issued by Bupati Kotawaringin Timur refers to the "Izin Pelepasan Kawasan Hutan" for PT. Minerabumi Reksa Perdana. 3. Ijin Pelepasan Kawasan Hutan from Ministry of Forestry no. 630/Kpts-II/1997, dated 25 September 1997 for PT Minerabumi Reksaperdana covers ±11,803.95 Ha. 4. Izin Usaha Perkebunan/IUP (Operational business Permit) no. 525.26/418/VIII/EK.SDA /2010, dated 26 August 2010, approved by Bupati Kotawaringin Timur for area ± 11,803.95 Ha. 5. HGU (Land Title) no. 98/HGU/BPN RI/2014, dated 7 July 2014 for area 11,071.375 Ha is located in Desa Tumbang Panyahuan, Tanah Haluan, Tumbang Kmeinting, Tewai Hara, Kecamatan Bukit Santuai; D esa Tanjung Jariangau, Kecamatan Mentaya Hulu; Desa Tumbang Sangai, Kecamatan Telaga Antang; Kabupaten Kotawarining Timur. 6. Land title Certificate no. 00069/2014 (38.21 Ha), no. 00067/2014 (5,171.84 Ha) and no. 00068/2014 (5,861.32 Ha). While HGU for areas ± 687 Ha is pending until land dispute between PT. Agro Wana Lestari and PT Buana Adhitama has been solved. 7. AMDAL (SEIA); The initial Environmental Impact Assessment - AMDAL 	Comply

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		<p>approved by Central Kalimantan Governor through letter No. 188.44/167/2011, dated 20 May 2011 for the development of ± 15,936 Ha oil palm estate and a POM of capacity 90 tonnes FFB per hour for PT. Agro Wana Lestari.</p> <p>8. Izin Tempat Penyimpanan Sementara Limbah B3 (Hazardous waste permit) No.660/0694/ BLH-Ek.SDA/I/2015.</p> <p>9. Land Application (LA permit) from Bupati Kotawaringin Timur No.600/0695/BLH- Ek.SDA/I/2015, adted 19 January 2015.</p> <p>10. Mill machinery permits are available in place and it has been checked during audit for Sterilizer, boiler, electricity, genset. Based on review of legal documents in mill, it was found that all permits still valid and it have been inspected by the local authority. Document seen "License and Permit of Mill Machinery – Bukit Santuai Mill – updated 2018", e.g:</p> <ul style="list-style-type: none"> o License 18/KAB/A.0219A for sterilizer No.1, last inspection on 23 February 2018 o License 18/KAB/A.0212A for Bolier No.1, last inspection on 23 February 2018 o Calibration Certificacte of Storage Tank III No.248/DPP/Metrologi Legal/VIII/2018, last inspection 3 August 2018. o Surat Keterangan Hasil Pengujian from Dinas Perdagangan dan Perindustrian no. 204/DPP/ML/TJ/VII/2018 dated 20 Juli 2018 for Weigh Bridge (A Very Weigh Tronix). o License to use machines (mesin produksi) no 560.556/164/WASKK/MP/2101, last inspection 23 February 2018 	
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>The company has prepared a documented system, which includes written information on legal requirements to which the company must comply, and also there is a document of "Daftar Peraturan Perundangan – Law Register No AWLCK-FRM-EHS- 01" revision 02 dated 22 November 2017, which includes relevant Environmental regulation, Plantation permit. The list would be review once a year</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>by the EHS Department and all relevant department, updated as necessary.</p> <p>Evaluation of compliance for all regulation and other requirement related to environment, health and safety, manpower and land tenure has been performed, as in "Evaluasi Kepatuhan Peraturan Perundang-Undangan dan Persyaratan Lainnya – Evaluation of Legal dan Other Requirement Compliance" dated 20 September 2018.</p> <p>EHS Department receives regular updates of any legal changes which may affect company operation. There are staffs nominated to ensure that any changes are noted and acknowledged by management. The company receives information of changes in regulations from a number of sources. This includes company lawyers, Manpower office, Agriculture and Plantation service and Forestry service and others.</p>	
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>The company has a mechanism for ensuring compliance of legal requirement. Evaluation of compliance for all regulation and other requirement related to environment, health and safety, manpower and land tenure has been performed, as in "Evaluasi Kepatuhan Peraturan Perundang-Undangan dan Persyaratan Lainnya – Evaluation of Legal dan Other Requirement Compliance" dated 20 September 2018, such as:</p> <p>a. EHS Department – example:</p> <ul style="list-style-type: none"> - Undang-Undang No.32 Tahun 2009, - Peraturan Pemerintah No.27 Tahun 2012, - Peraturan Menteri Lingkungan Hidup No.5 Tahun 2012, - Keputusan Menteri Lingkungan Hidup No.45 Tahun 2005, - Peraturan Pemerintah No.82 Tahun 2001, - Keputusan Menteri Lingkungan Hidup No.51 Tahun 1995, - Keputusan Menteri Lingkungan Hidup No.29 Tahun 2003, - Keputusan Menteri Lingkungan Hidup No.29 Tahun 2003. 	Comply

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	<p>b. Human Resources Department – example:</p> <ul style="list-style-type: none"> - Undang- undang No.13 Tahun 2003, - Undang-undang No.29 Tahun 1999, - Undang-undang No.1 Tahun 2000, - Undang-undang No.02 Tahun 2004, - Peraturan Pemerintah No.08 Tahun 1981, - Keputusan Menteri Tenaga Kerja Transmigrasi No.224 Tahun 2003. <p>c. Legal Compliance Department Head Office Jakarta – the legal compliance consist of:</p> <ul style="list-style-type: none"> - 5 types of regulation for Human Resouces (Jakarta), - 5 types of regulations related to Taxes and Restributions (National), - 3 types of regulations related to EHS (National), - 1 type of regulation related to technology, - 8 types of regulations related to Statutory Reports (National), - 11 types of regulations related to Corporate Document –SPU Location (Central Kalimantan), - 6 types of regulations related to Plantation Proce/Activities (CK), - 5 types of regulations related to Human Resources, - 10 types of regulations related to Local Taxes and Restributions, - 5 types of regulation related to EHS (Location), - 3 types of regulation related to Technology, - 7 types of regulations related to Local Statutory Reports, - 8 types of regulation related to Corporate Document Mill Location (CK), - 16 types of regulations related to Mill Process/Activities (CK), 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - 12 types of regulations related to Human Resources, - 8 types of regulation related to Local Taxes and Restributions, - 5 types of regulations related to EHS (Mill Location), - 3 types of regulations related to Technology, - 6 types of regulation related to Local Statutory Reports. <p>Non Conformity:</p> <p>There were several newest regulation has not been listed in the "evaluation of regulation compliance" which can impact to compliance of environmenta and OHS management system, include:</p> <ul style="list-style-type: none"> - Permenaker No. 05 Th 2018 about K3 Work environment - PermenLhHut No. 21 Th 2018 concerning changes to the environment minister's regulation Number 5 th 2014 concerning waste water quality standards - Minister of Forestry Regulation No. 23 of 2018 concerning changes to environmental permits - Minister of Forestry Regulation No. 24 of 2018 concerning EIA - PermenLhHut No 25 Th 2018 concerning UKL-UPL - PermenLhHut No 26 Th 2018 concerning Guidelines for preparing and evaluating and examining environmental documents in the implementation of licensing seeks to be integrated electronically. - Permenperin No.41 Th. 2014 concerning the ban on the use of HCFCs (R22 & R141b) per 1 Jan. 2015 - PUIL 2011, Regarding the general requirements for electrical installations - PERMENLHK No. 20 YEAR 2017 concerning Standard Quality of exhaust emissions of new types of motorized vehicles in categories M, N, O - PermenlH No 12 of 2009 concerning Rainwater Utilization - PermenlhHut No. P.6 / MENLHK 	

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Criterion / Indicator		Assessment Findings	Compliance
		<p>/ SETJEN / KUM.1 / 2/2018 concerning Standards and certification of air pollution control Competence - PermenlhHut No P.5 / MENLHK / SETJEN / KUM.1 / 2/2018 concerning Standards and Certification of Operational Responsible Competencies wastewater treatment and person in charge of water pollution control - PermenlH No. 5 th 2014 concerning waste water quality standards</p> <ul style="list-style-type: none"> - Government Regulation No. 78 of 2015; related to remuneration - Presidential Regulation No. 12 of 2013 and No. 19 of 2016; about the Second Amendment to presidential regulation no. 12 of 2013: concerning Health Insurance 	
2.1.4	<p>A system for tracking any changes in the law shall be available and implemented.</p> <ul style="list-style-type: none"> - Minor compliance – 	<p>The company has defined a system for tracking any changes in the law under document of "Law Register", updated on 22 November 2017. It was verified that list of legal requirement is updated regularly. The management has reviewed and revised legal evaluation document, updated on 20 September 2018 such as:</p> <ul style="list-style-type: none"> - Kemenhutbun No. 31/2008, regarding Plantation Business Permits - Permentan No 98/2013 regarding Guidelines for Licensing of Plantation Businesses - Presidential Regulation No. 1/2013 Regarding Action on the Prevention and Eradication of Corruption - Permendagri No. 52 of 2014 concerning Guidelines for Recognizing the Protection of Customary Law Communities 	Comply
<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> <ul style="list-style-type: none"> - Major compliance - 	<p>HGU (Land Title) no. 98/HGU/BPN RI/2014, dated 7 July 2014 for area 11.071,375 Ha is located in Tumbang Panyahuan Village, Tanah Haluan Village, Tumbang Keminting Village, Tewai Hara Village, Bukit Santuai District; Tanjung Jariangau Village, Mentaya Hulu District; Tumbang Sangai Village, Telaga Antang District; Kotawaringin Timur Regency, Central Kalimantan Province. There are three Land</p>	Comply

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		<p>Title (HGU) certificate, consist of:</p> <ul style="list-style-type: none"> a) HGU Certificate no. 00069/2014, covering area: 38.21 Ha. b) HGU Certificate no. 00067/2014, covering area: 5,171.84 Ha and c) HGU Certificate no. 00068/2014, covering area: 5,861.32 Ha. <p>The total HGU area of PT Agro Wana Lestari is 11,071.375 hectares.</p> <p>Company has conducted land compensation prior to palm oil planting and development. Currently total land acquisition that has compensated was 8,991.83 Ha, or approximately 81.21% of the total area of the concession and for area 2,079.54 Ha (18.79%) is remain in progress for land compensation including 479.90 Ha of HCV area. Planting area was 6,228.14 ha, or approximately 56.25% of the total area of the concession.</p> <p>Based on an interview with the Head of BPN office of Kotawaringin Timur Regency on 24/01/2018, the Company must immediately complete the land acquisition within 3-5 years, if within that period has not been released, the BPN will conduct an inventory of land owned PT Agro Wana Lestari and will categorize the land as abandoned land.</p>	
2.2.2	<p>Legal boundaries are demonstrated clearly and maintained.</p> <p>- Minor compliance -</p>	<p>The company demonstrates that all legal boundaries are clearly demarcated and maintained in the form of boundary pegs. These pegs are also mapped with the relevant marker number in each estate along with GPS tracking.</p> <p>The company ensures all operating unit consistently carry out monitoring of boundary markers regularly and this is recorded. Last monitoring of boundary marker performed on 19-30 December 2018 checklist was available. During audit conduct a field visit and taken sample of boundary markers, such as:</p> <ul style="list-style-type: none"> 1) HGU pages no. 106, location in block Y.18 of the planting year 2010/2011 Keminting Estate, Division IV, coordinates: 01 ° 50 '57.61854' S; 112 ° 28 '3,96261 "E. 2) HGU pages no. 105, location in blok Y.15 of planting year 2012 Keminting 	Comply

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		<p>Estate, Divisi IV, coordinates: 01°50' 37,96701"; 112° 27' 50,73546" E .</p> <p>3) HGU pages no. 103, location in blok Y.11 of planting year 2012 Sangai Estate, Divisi I, coordinates: 01°50' 02,11295"; 112° 27' 54,71945" E.</p> <p>4) HGU pages no. 097, location di blok Y.01 of planting year 2011 Sangai Estate, Divisi I, coordinates: 01°48' 05,20155"; 112° 28' 08,76735" E.</p> <p>The company always carries out maintenance on the HGU stake/pegs recorded in the Recapitulation Monitoring Report of PT Agro Wana Lestari's Plantation Boundary Period in December 2018.</p> <table border="1"> <thead> <tr> <th>Fisics Condition</th> <th>PYE</th> <th>THE</th> <th>SGE</th> <th>KME</th> <th>Number of pages</th> </tr> </thead> <tbody> <tr> <td>Good</td> <td>17</td> <td>21</td> <td>0</td> <td>6</td> <td>44</td> </tr> <tr> <td>Broken Light - no repair needed</td> <td>1</td> <td>3</td> <td>3</td> <td>0</td> <td>7</td> </tr> <tr> <td>Damaged heavily - need repairs</td> <td>0</td> <td>2</td> <td>0</td> <td>0</td> <td>2</td> </tr> <tr> <td>Bolster / tilt / heap / flood / - need to be installed again</td> <td>0</td> <td>3</td> <td>0</td> <td>0</td> <td>3</td> </tr> <tr> <td>Lost / not found / encalve / conservation</td> <td>35</td> <td>8</td> <td>27</td> <td>29</td> <td>99</td> </tr> <tr> <td>Total</td> <td>53</td> <td>37</td> <td>30</td> <td>35</td> <td>155</td> </tr> </tbody> </table>	Fisics Condition	PYE	THE	SGE	KME	Number of pages	Good	17	21	0	6	44	Broken Light - no repair needed	1	3	3	0	7	Damaged heavily - need repairs	0	2	0	0	2	Bolster / tilt / heap / flood / - need to be installed again	0	3	0	0	3	Lost / not found / encalve / conservation	35	8	27	29	99	Total	53	37	30	35	155	
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2.2.3	<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>PT Agro Wana Lestari through Personnel Assistant (PA) is documenting all land disputes. The documentation and resolution process covers claimant document, resolution process, verification result, participative land measurement, agreement between parties (if come to consensus). The map of land disputed is available with PA and Public relation officer, inscribing the location and block location of disputed area, claimant identity, hectare claimed. Record of land compensation, such as "Berita Acara Kompensasi", receipt, and photograph are available in premises. No land disputes was noted during this year. It was confirmed by interview with local stakeholder such as Head of Adat Dayak/Local</p>	Comply																																										

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	<p>public figure, local people and village official.</p> <p>Based on the verification of data up to December 2018:</p> <p>After calculating the planting of growing rubber trees belonging to Mr. Nurdin on 7/2/2018, then in accordance with the agreed agreement a compensation process was carried out.</p> <p>Implementation of compensation for land in the name of your landlord Nurdin, a resident of Tumbang Keminting Village, Bukit Santuai Sub-District who owns an area of 0.16 hectares located in Tumbang Keminting Village, is equipped with a document of Declaration of Submission of Rights and Interests on the land and growing crops thereof and receipt of compensation payments LC/76/ Tanah Haluan-Estate / 03/2018/03 dated March 26, 2018 which was known by the Head of Tumbang Keminting Village, Bukit Santuai Sub-District Head and 2 measuring teams, Event Report Payment for Planting Rubber Growth (Blok T-28) date 3/26/2018. GRTT map with a scale of 1: 2000 Parcel ID: 76 / THE / 03 for rubber plants in the name of Nurdin, the amount of rubber principal: 252 plant.</p> <p>Some documents related to solving problems include:</p> <ul style="list-style-type: none"> - A letter from Mr. Nurdin dated January 20, 2016, which was known by the Head of Tumbang Keminting Village. - Map Check the Nurdin Land that planted of rubber with an area of 0.16 Ha - Minutes of Meeting between Public Relation and Party in the name of Mr. Nurdin dated 30/3/2016 and Tumbang Keminting Village Head and Bukit Santuai Sub-District Head, community leaders and PT AWL management, attended the attendance list of the meeting. - Map of land checking and rubber plants belonging to Mr. Nurdin agreed to by Mr. Nurdin - Agreement Letter between Mr. Nurdin and the management of PT AWL (Humas) and also witnessed by 3 community leaders from Tumbang Keminting Village dated 5/2/2018 	

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		<ul style="list-style-type: none"> - Minutes of Checking for Rubber Growing Plant dated 7/2/2018 - Minutes of Payment for Compensation for Planting Rubber Growth Block T28 / T26e, dated 26/3/2018 - Payment receipt no. LC / 76 / Tanah Haluan-Estate / 03/2018/03, dated 3/26/2018 	
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>- Major compliance –</p>	<p>Based on the case of the conflict above, on 05/2/2018 a Letter of Agreement was made between the two parties, namely: Mr. Nurdin (who claimed) and the Public Relations Manger, and 3 witnesses who were residents of Keminting Village. The results of the agreement are:</p> <ul style="list-style-type: none"> - Mr. Nurdin did not question the land or land planted with rubber trees in the Blok T26e Tanah Haluan Estate, because the land had been released or sold by other communities. - Mr. Nurdin agreed that only planting (rubber trees) would be compensated at a price of 50,000 / principal. - Whereas both parties agreed to calculate the number of growing plants (rubber principal) to be carried out jointly by involving the GPS team which will be held on 7/2/2018 as the basis for submission to management. - Both parties agree that the payment is no later than 1.5 months after the planting calculation is completed. - Whereas it turns out that in the future there is another party of funds who knows the heirs who interfere with claiming their land, we will be fully responsible for the land mentioned above and release PT KMS / PT AWL from all claims, both inside and outside the court . And if we increase with this statement, we are ready to process according to the applicable legal regulations. <p>On 7/2/2018 a checking / counting of growing rubber was carried out by issuing a Minutes of Checking for Rubber Growth Plant dated 7/2/2018 with the agreed</p>	Comply

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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>calculation results of 252 rubber plants.</p> <p>Land dispute resolution mechanisms and how to handle the new planting area have been developed in consideration to the law and the ongoing reconciliation process.</p> <p>PT Agro Wana Lestari has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated 15 August 2010), Measurement of Land for Compensation (LCD 3.1, dated 15 August 2010), Overlapping Land (LCD 2.3, dated 15 August 2010).</p> <p>The interviews with some community leaders of Tanah Haluan Villages also stated that the company has disseminated the procedures to the communities.</p> <p>The Company has conducted disseminated procedures related to the territorial expansion on 20-23/06/2016 at Tanah Haluan and Tumbang Panyauhan, contains:</p> <ul style="list-style-type: none"> - Measurement procedures and land acquisition that has been set by the company and the local village government. - Price negotiations carried out by the landowner in question. - Completeness administrative compensation payments <p>34 people of Tumbang Panyahun Village and 42 people of Tanah Haluan Village attended dissemination.</p> <p>Local community approved the compensation mechanism. Interview with stakeholder from Badan Pertanahan Nasional (BPN), currently no dispute come into attention.</p>
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations.</p> <p>- Major compliance –</p>	<p>Based on interview/public consultations on 23-24 January 2018 with local government and local communities, concluded that over the past two years there has been no land conflict. Company has solved any land dispute previously based on procedure and mechanism that has communicated to the local communities and complainers. Land dispute solved with participatory mapping with involvement of affected parties and no violence in maintaining peace.</p>

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Criterion / Indicator	Assessment Findings	Compliance	
<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>			
<p>2.3.1</p>	<p>Maps with appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities). - Major compliance -</p>	<p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database. The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p>	<p>Comply</p>
<p>2.3.2</p>	<p>Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include: a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation See specific guidance 2.3.2 - Minor compliance -</p>	<p>Copies of land compensation documents are available in General Manager Office, the documents consist of "Berita Acara Kompensasi" receipt, and photograph is available in premises. For example:</p> <ul style="list-style-type: none"> - Document stating hand over of right and interest upon land and planting, document stating acceptance of land compensation payment No. 75/SGE/01, dated 30/09/2015 for area 25.7 ha on behalf of Mr. Melody and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 75/KME/04, dated 21/10/2015 for area 36,67 ha on behalf of Mr. Ocon and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 11/KME/01, dated 27/11/2015 for area 0.82 ha on behalf of Mr. Saskartomo and acknowledge by Head of Village Desa Tumbang Sangai, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 	<p>Comply</p>

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		<p>75/PYE/01, dated 13/11/2015 for area 3.86 ha on behalf of Mr. Iyan and acknowledge by Head of Village Desa Tumbang Penyahuan, Camat Bukit Santuai and measuring team.</p> <p>To confirmed the evidence of negotiated agreement and FPIC process, interview with affected parties and related parties has been conducted on 23-24 January 2018. During interview it was confirmed that land compensation agreement has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation.</p>	
2.3.3	<p>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>All information related to oil palm development, social-economic and environmental impact assessment, HCV assessment and procedure for land compensation is available in Bahasa Indonesia.</p>	Comply
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>Land dispute resolution mechanisms and how to handle the new planting area have been developed by considering the law and the ongoing reconciliation process. The company has developed procedures related to the land resolution such as:</p> <ul style="list-style-type: none"> ▪ Land Compensation Payment process (LCD 2.4, dated on 15/08/2010), ▪ Measurement of Land for Compensation (LCD 3.1, dated on 15/08/2010), ▪ Overlapping Land (LCD 2.3, dated 15/08/2010). <p>Based on interviews with local communities on 23/01/2019 also confirmed that the company has disseminated the procedures.</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.			

Criterion / Indicator	Assessment Findings	Compliance
<p>3.1.1</p> <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 AWL has a documented management plan for three years financial years 2018 – 2020.</p> <p>The budget plan indicated the FFB, CPO, PK for the next 3 years. It is also indicated the own crop cost including upkeep, fertilizer cost, R&D, harvesting overhead.</p> <p>For third-party supplier, PT AWL taking into account cost of purchase, processing variable cost, processing fixed cost and mill general overhead. The Management Plan taking into account maturity, exchange rate, depreciation and inflation rate.</p> <p>Bukit Santuai POM provide overview of mill operation plan 2019, including throughput target, FFB processed, power generator operating hours, diesel consumption. Budget for year 2019 – FFB Certified processed Estimated 125,219.78 MT, CPO production 31,931.04 MT and PK production 5,384.45 MT.</p> <p>Cost center Mill covered:</p> <ul style="list-style-type: none"> • Process variable cost : Process overtime, Material, Sparepart, electricity, water consumption. • Process fixed cost : Wages, allowance, BPJS, THR, etc • General overhead : stationary, expenses staff and non staff, other expenses. <p>Penyahuan and Keminting Estate provide overview of Estate operation plan 2019. Budget for year 2019 Penyahuan Estate FFB production estimated 54,105.84 MT and Keminting Estate estimated 38,019.65 MT. Cost center estate covered:</p> <ul style="list-style-type: none"> - Upkeep : weeding, pruning, pest and disease, roads, bridge, tool equipment, transport, supervision, plan census, drain, conservation. - Research and development: labor cost. - Fertilizer : material, labor, transport, composting, EFB application - Harvesting: labor, supervision, tool, transport - Overhead estate 	<p>Comply</p>
<p>3.1.2</p>	<p>An annual replanting program projected for a</p> <p>PT AWL has the oldest planting of 2009. Currently no replanting programme for at</p>	<p>Comply</p>

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	<p>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>least five years ahead. Replanting programme will be planed for next 25 years after planted.</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	<p>Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for mills (reception of FFB to dispatch of CPO and PKO) shall be available.</p> <p>- Major compliance -</p>	<p>Penyahuan and Keminting Estates operates according to Agricultural Policies that made by the company group. These Agricultural Policies divided for policies for nursery, land clearing and development, upkeep of immature and mature palm, harvesting and FFB transport. Each policy developed into Standard Operating Procedures for plantation from land clearing to harvesting. This is in the form of a document which includes all relevant SOPs as required. The SOPs are available to all managers and assistants in the estate office, the SOPs covering nursery, land clearing, road system, water management, planting density, soil and water conservation, LCC application, planting technique, immature maintenance, ablation, yield projection, canopy management, fertilizer application, fertilizer sampling, field sampling for nutrient analysis, palm census, infilling palm, thinning out, weeding, POME application, oil palm planting on organic soil, fire prevention, terrace planting, transport FFB, harvesting. All SOP also defines the safe working practices and environmentally friendly method in each activity to be performed.</p> <ul style="list-style-type: none"> - "Agro Plantations Pembibitan" OP/C1/11/12/03, revised in November 2012 for nursery operation; - "Agro Plantations Hutan Menjadi Perkebunan Kelapa Sawit" OP/C2/11/12/03, revised in November 2012 for land clearing through underbrushing, felling, 	Comply

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	<p>stacking. Zero burning is stated in chapter 2.5;</p> <ul style="list-style-type: none"> - "Agro Plantations Tata Letak Sistem Jalan Perkebunan" OP/C3/11/12/03, revised in November 2012. For design and construction of road network for oil palm plantation. This including drainage and harvesting path; - "Agro Plantations Manajemen Air dalam Perkebunan Kelapa Sawit" OP/C4/11/12/03, revised in November 2012 for drainage system and water management; consideration given to organic soil and sulphur acid soil; - "Agro Plantations Kerapatan Tanaman" OP/C5/08/14/03, revised on 22 August 2014 for planting density, planting method for coastal area, area with slope. No planting on area with slope > 25o; - "Agro Plantations Konservasi Tanah dan Air" OP/C6/11/12/03, revised in November 2012 for soil and water conservation, through terrace contour, platform, silt pits, bund and conservation trench, legume cover crop and vetiver grass planting; - "Agro Plantations Teknik Penanaman" OP/C7/11/12/03, revised date November 2012 for planting method, planting holes size. - "Agro Plantations Pemeliharaan Tanaman Belum Menghasilkan" OP/C9/11/12/03 revised in Nov 2012, described upkeep of immature plantation, include spraying, manual weeding, EFB application, leaf sample. - "Agro Plantations Ablasi" OP/C10/03/09/02 revised on 23 March 2009, described cutting of male and female flower during immature stage. - "Agro Plantations Pemupukan" OP/C14/04/15/04 revised on April 2015, described manuring/fertilizing in immature and mature plantation. - "Agro Plantations Pengendalian Gulma di Areal Tanaman Menghasilkan" OP/C20/11/12/03 revised in November 2012, described described upkeep of mature plantation, include spraying, manual weeding, EFB application, leaf sample. - "Agro Plantations Manajemen Hama dan Penyakit" OP/C21/05/14/04, 	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>revised in November 2014 for control of pest and disease: Integrated Pest Management, type of pest, means of control, type of chemical, dosage and targeted species;</p> <ul style="list-style-type: none"> - "Agro Plantations Panen" OP/C11/03/09/02 issued on 23 March 2009, described harvesting including intervals, ripeness standard, tools, delivery in 24 hours maximum, ancak tetap giring (Roll-on Fixed task) and supervision. - "Agro Plantations Digested Palm Oil Mill Effluent Land Application" OP/C13/11/12/03, revised in November 2012 for POME land application. - "Agro Plantations Oil Palm Planting on Organic Soils" OP/C8/11/12/03, revised in November 2012 explains company policies for planting on organic soil: no planting on organic soil over 3 meters depth or with dense alan forest vegetation – left as conservation area; periphery and main drains should be constructed and connected to main outlet 6 months before commencement of land clearing and stacking; no field planting should be carried out < 6 months after land clearing; planting density 160 palms/Ha. - "Agro Plantations Fire Prevention and Management System" OP/C25/05/08/01 issued on 1 May 2008, defined the policy for fire prevention programmes through zero burning policy during land clearing, construction office break, prepare manpower for fire patrol and firefighting; - Agro Plantations Modifikasi Metode Violle Untuk Menentukan Titik Tanam Pada Teras" OP/C26/11/10/01 issued in November 2010, described to get uniform planting density in undulating area and retain a constant planting gap in terrace area. <p>The mill operates in accordance with the Standard Operating Procedures. These SOPs include all operational areas from reception of FFB to dispatch of CPO. These include reference pictures and photographs demonstrating correct techniques for each area of operations. There are mechanisms in place to ensure all SOPs are followed. With regards to mills, evidences for implementation of SOPs are provided by the completion of log books and operating records which are collected and</p>	

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	<p>reviewed by the Mill Engineer.</p> <ul style="list-style-type: none"> - SOP Weight bridge station no revision 02/SOP/BSM issued December 2014, - SOP Fruit Reception Station revision 01/SOP/BSM-14, issued August 2014 - SOP Sterilizer Station - SOP Fruit Handling station - SOP Boiler station - SOP Engine Room - SOP Water management plant - SOP Final Effluent Plant - SOP Sounding CPO/PK - SOP Despatch CPO/PK <p>The mill has also shown the SOP to "Ensuring Traceability of RSPO Certified Product" Authorized by GM PT AWL on 16 October 2017.</p>		
4.1.2	<p>Checking or monitoring of operations procedures is conducted at least once a year.</p> <p>- Minor compliance -</p>	<p>PT AWL has internal audit agronomy to checks the compliance of work; this internal audit to verify the quality of harvesting, fertilizer application and spraying works. There are specific department performing control and monitoring over field work quality and SOP implementation. Each department does focus on different aspect/activity. Agronomy department carries out daily inspection for all aspects related to oil palm plantation upkeep. Risk and Control team is to monitor the quality of operational activities such as fertilizer application quality, weeding, harvesting quality, FFB ripeness and pruning quality. Records are maintained of all the implementation in the form of upkeep records, pruning, fertiliser application, harvesting method and all relevant applications of these SOPs.</p> <p>Record seen is Field Visit Report dated 18 July 2018. Visit participants consist of Risk and Control Assistant, Field Assistant Division 4 Penyahuan Estate. Location of visit is Penyahuan Estate, Block P13, P14, P15, P20, Q17. There are several issues during field visit, such as overdue harvesting rotation, picked loosefruit were not</p>	Comply

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	<p>cover in the ground of TPH, flooded palm due to uninnstall the box culvert in swamp area. Rootcause analysis and action plan has been defined by Management of Penyahuan Estate. Completion of action has been verified by Risk and Control Assistant and issues have been closed on end of September 2018.</p> <p>In addition, Field walk report from Plantation Manager covering harvesting ration, frond placing, FFB loses, upkeep, pruning is performed on regular basis. Records are maintaine of any scheduled inspection to ensure each area is operating efficiently and that any breakdowns or other operating issues are reported. Agronomy conducted daily inspection on crop quality and block inspection.</p> <p>To monitor implementation of HCV management, company conducted monitoring of HCV area each month and the presence of animal including RT species. Wildlife monitoring to calculate and review the population number, species abundance and density was conducted each year and annually reported to review the result. Based on the last report review in 2017 indicated that HCV management has been implemented as per procedure and requirement: no illegal hunting found, no HCV destruction found, HCV boundary marker (pole boundary marker) and signboard was well manage as per SOP.EHS.DCB-01. HCV boundary marker was well maintained in PT AWL as per procedure SOP.EHS.DCB-01. It was verified and confirmed during field visit to HACV area.</p> <p>For Mill Operation, the company has shown the record of Visiting Engineer’s Report, visit dated 13 September 2017, reports number 03/SEPT/2017/MG/BSM, by Mr. Mathew Gomez. Main visit report contain of:</p> <ul style="list-style-type: none"> - Mill General Data - Manpower Statement - Production - Production Cost - Plant and Machinery - Processing 	

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> - Environmental Management System - OHS - Security - Housekeeping - General <p>The report summarized as:</p> <ul style="list-style-type: none"> - Outstanding issues arising from previous audit - Mill key performance indicator - Current key issues and recommendation - Assessment of overall mill operation - Concluding comments. 	
4.1.3	<p>Records of monitoring and any follow-up actions shall be available.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Based on document of Visiting engineer’s Report, visit dated 28 November 2016, report number 1/Dec/2016/MG/BSM, by Mr. Mathew Gomez.</p> <p>In Chapter 2, review related to current key issues and recommendation, there are 5 issues, such as:</p> <ul style="list-style-type: none"> - FFB quality, the mill production oil FFA at 8.00% is beyond the industry standard of 5.00% - OER and KER, OER at 15,37% about below target of 26.0% whilst the KZER at 3.97% is 7% bellows target of 4.30%. - Oil Loss to FFB - Kernel Los to FFB <p>The records of monitoring and the actions taken had been maintained for more than 12 months on the mill and estates concerned. These records have been verified to be satisfactory.</p> <p>Record sampled:</p>	Comply

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	<ul style="list-style-type: none"> - Internal Audit Report No. PL – 03 – 2018, dated 11 August 2018 by GRDC (Goodhope Research Development Center) - Form Inspeksi Panen Division I, II, and III dated 2, 3 and 15 January 2019 Sangai Estate. - PT AWL FFB Ripeness Quality at mill ramp – Agronomic staff checks the FFB quality from each estate for ripe FFB, under ripe FFB, unripe FFB, overripe FFB, empty bunches, rotten bunches, etc.; - Agronomy weekly inspection report November 2018, division II Penyahuan Estate; contain information of agronomist inspection result on November 2018, findings, rootcause analysis and corrective action has ben taken and completed. - PT AWL Harvesting Recovery Efficiency during in-field assessment – Agronomic staff checks the harvesting quality, number of bunches harvested, loose fruit not collected, FFB not evacuated, under pruning palm, over pruning palm, hanging frond, frond placement, etc.; - Fertilizer efficiency in field assessment – carried out by agronomic staff to monitors fertilizer application timing, weed condition, fertilizer dosage, fertilizer placement, average productivity (fertilizer bag/worker), etc. Sample seen in Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate. <p>Bukit Santuai Mill: Daily process logsheet BSM (records accepted FFB, backlog FFB, FFB processed, Mill throughput, press throughput, current process in screw press), Sterilizer logsheet records details of sterilizer process (in time, total time, etc), Tipper Operation Monitoring Sheet, EFB Press Logsheets, Kernel Recovery Logsheets, Oil Purifier Logsheets, Clarification Station Logsheets, Boiler Logsheets, etc.;</p> <p>Laboratory Daily Lab Report dated 21st December 2016 record on date FFA, moisture, dirt for CPO; moisture, dirt and broken kernel for Palm Kernel; Oil losses on sample of press and decanter, Kernel losses on sample</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.4 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>Bukit Santuai Palm Oil Mill maintains daily records of all FFB received. The records show the origin, weight, transporter details and other details of the FFB received.</p> <p>Company has a procedure of FFB purchasing "SOP Prosedur Pembelian Tandan Buah Segar dari Pihak 3 (Outside Supplier)". FFB purchasing is made based on contractual agreement with supplier. Evaluation is conducted before the supplier acceptance covering: identity, NPWP, Surat Pengukuhan Pengusaha Kena Pajak, TDP, Akta Pendirian, SK Domisili, ttd Faktur Pajak.</p> <p>Based on contractual agreement of FFB purchase "Perjanjian Jual Beli TBS" chapted 9 (Supplier Assurance) described that FFB sold are belong to the supplier, and supplier are not sold FFB from illegal activity.</p> <p>Registered list of third party FFB source based on update in January 2018 are as follows:</p> <ul style="list-style-type: none"> - CV Santuai Megah Karya Illahi; contract no. 16000005; supplier no. 59937 - Sempung; 16000004; 57130 - Ali Rahman; 17000002; 66819 - Udui Siung; 17000003; 90875 - Harnes; 17000004; 90876 - Marsitae; 17000005; 90878 - Yanson Leman; 17000006; 90877 - PT Telaga Sari Persada; 17000009; 59938 - Lahet; 17000010; 92756 - Moch. Abdul Fatah; 17000011; 92779 - PT Borneo Lancar Abadi; 18000005; 95586 	<p>Comply</p>
<p>Criterion 4.2 Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.</p>		

Criterion / Indicator		Assessment Findings	Compliance												
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>Estate field standard are documented for all estates and management is by Agricultural policy and SOP's. A number of specific operating procedures is in place to manage fertility through application of fertilizer and other organic matter as nutrition.</p> <ul style="list-style-type: none"> • SOP Pemupukan ref no OP/C14/04/15/04 dated April 2015, explains fertilizer recommendation, empty bunches mulching, Mature and immature fertilizer application; • SOP Pengambilan Sample Pupuk Untuk Analisa Guna Pengontrolan Mutu, ref no OP/C15/04/03, revised dated 1 September 2014. • SOP Pengambilan Sampel Daun untuk Analisa Hara dan Penentuan Pertumbuhan, reference no OP/C16/11/12/03, revised date November 2016, explains sample taking, sampling on the ground, vegetative measurement, sampling frequency; • SOP Lahan Aplikasi Pemanfaatan Limbah Cair Pabrik Kelapa Sawit (POME), reference no OP/C23/05/01 dated 1 May 2008, related to Palm Oil Mill Effluent utilization as liquid nutrient. 	Comply												
4.2.2	<p>Records of fertilizer inputs shall be available.</p> <p>- Minor compliance -</p>	<p>Fertilizers are applied as per agronomist recommendation. Record shows application date, Block number, Divisionn, fertilizer dosage applied per palm, type of fertilizer and number of workforce.</p> <p>Record of Fertilizer Recommendation and Application 2018/2019 are as follows:</p> <p>Penyahuan Estate:</p> <table border="1"> <thead> <tr> <th>Fertilizer Type</th> <th>Recommendation (MT)</th> <th>Applied (MT)</th> <th>Dosage</th> </tr> </thead> <tbody> <tr> <td>MOP</td> <td>7.96</td> <td>0</td> <td>0.5 kg/palm</td> </tr> <tr> <td>Borate</td> <td>10.49</td> <td>0</td> <td>0.08 kg/palm</td> </tr> </tbody> </table>	Fertilizer Type	Recommendation (MT)	Applied (MT)	Dosage	MOP	7.96	0	0.5 kg/palm	Borate	10.49	0	0.08 kg/palm	Comply
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MOP	7.96	0	0.5 kg/palm												
Borate	10.49	0	0.08 kg/palm												

Criterion / Indicator		Assessment Findings				Compliance																																	
		Kieserite	96.67	0	1.5 kg/palm																																		
		Hi kay Plus (NPK 13:6:27:4:0.65)	1,929.12	1,264.45	1.75 – 2.75 kg/palm																																		
<p>MOP, Borate and Kieserite has not been applied in Penyahuan Estate because manuring is focus on Hi kay plus according to GRDC recommendation.</p> <p>Keminting Estate:</p> <table border="1"> <thead> <tr> <th>Fertilizer Type</th> <th>Recommendation (MT)</th> <th>Applied (MT)</th> </tr> </thead> <tbody> <tr> <td>TSP</td> <td>105.17</td> <td>-</td> </tr> <tr> <td>ERP</td> <td>1.24</td> <td>1.25</td> </tr> <tr> <td>Borate</td> <td>4.10</td> <td>0.10</td> </tr> <tr> <td>Kieserite</td> <td>117.92</td> <td>-</td> </tr> <tr> <td>NPK 12:12:17:2 1/3 WSP</td> <td>0.02</td> <td>-</td> </tr> <tr> <td>Hi – Kay Plus</td> <td>1,452.12</td> <td>1,041.15</td> </tr> </tbody> </table> <p>Sangai Estate:</p> <table border="1"> <thead> <tr> <th>Fertilizer Type</th> <th>Recommendation (MT)</th> <th>Applied (MT)</th> </tr> </thead> <tbody> <tr> <td>TSP</td> <td>57.01</td> <td>-</td> </tr> <tr> <td>ERP</td> <td>40.37</td> <td>40.35</td> </tr> <tr> <td>MOP</td> <td>104.41</td> <td>-</td> </tr> </tbody> </table>							Fertilizer Type	Recommendation (MT)	Applied (MT)	TSP	105.17	-	ERP	1.24	1.25	Borate	4.10	0.10	Kieserite	117.92	-	NPK 12:12:17:2 1/3 WSP	0.02	-	Hi – Kay Plus	1,452.12	1,041.15	Fertilizer Type	Recommendation (MT)	Applied (MT)	TSP	57.01	-	ERP	40.37	40.35	MOP	104.41	-
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Criterion / Indicator		Assessment Findings			Compliance
		Borate	12.74	-	
		Kieserite	283.70	-	
		NPK 12:12:17:2 1/3 WSP	1,528.46	1,172.33	
		Hi – Kay Plus			
		Tanah Haluan Estate:			
		Fertilizer Type	Recommendation (MT)	Applied (MT)	
		ERP	0.05	-	
		Borate	8.98	8.58	
		Kieserite	96.87	-	
		NPK 12:12:17:2 1/3 WSP	0.53	0.45	
		Hi – Kay Plus (13:6:27:4:0.65)	1,335.82	1,332.90	
4.2.3	Records of periodical leaf, soil and visual analysis shall be available. - Minor compliance -	<p>PT Agro Wana Lestari performed leaf sample on annual basis and soil sampling on 6-yearly basis. The analysis result is the base for fertilizer recommendation in the upcoming year.</p> <p>PT AWL has demonstrated the document of leaf sample analysis as on Block Master 2018/2019, e.g. Block O27; Division 3; Penyahuan Estate; Hectare 40.4 Ha; planted in December 2008; age 10 years; nutrient analyzed covering: N, P, K, Mg, Ca, B. % of Rachis Nutrient and leaf nutrient status was present in the leaf sampling analysis result as a basic of fertilizer recommendation. Leaf sampling analysis performed by</p>			Comply

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		<p>Laboratory PT Citra Borneo Indah. Record seen:</p> <ul style="list-style-type: none"> - Sertifikat Analisis No. 039/LAB.01/EKS/VI/2018 dated 13/06/2018, number of sampling 214. Consist of sampling from Sangai Estate (55 sample), Keminting Estate (48 sample), Tanah haluan Estate (34 sample) and Penyahuan Estate (57 sample). - Setifikat Analisis No. 038/LAB.01/EKS/VI/2018 dated 13/06/2018, number of sampling 214. 	
4.2.4	<p>A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>PT AWL has composting facility at Bukit Santuai Mill. The compost produced from Empty Fruit Bunch. Penyahuan Estate and Tanah Haluan Estate have shown the record of compost application. Composting is applied for mature plantation in Penyahuan Estate and Tanah Haluan Estate with dosage 13 MT/ha.</p> <p>Beside compost, company also apply empty fruit bunch (EFB) as mulching for mature plantation in all estate (Penyahuan Estate, Tanah Haluan Estate, Sangai Estate and Keminting Estate). Dosage of EFB application was 500 kg/palm/year.</p> <p>Sample taken:</p> <p>"Monitoring application Compost Penyahuan Estate" since April – December 2018, compost application as much as 16,221.72 MT with area applied 1,248 ha.</p> <p>"Monitoring EFB Application Penyahuan Estate" since April – December 2018 EFB application total was 2,634.5 MT with area applied</p> <p>"Monitoring EFB Application Sangai Estate" since April – January 2019 EFB application total was 327.48 MT with area applied 4.8 ha.</p> <p>"Monitoring EFB Application Keminting Estate" since April – January 2019 EFB application total was 332.4 MT with area applied 4.8 ha.</p> <p>"Monitoring aplikasi Composting Tanah Haluan Estate" Since April – December 2018, Compost application total was 17,865.20 MT with area applied 1,374 ha.</p> <p>"Monitoring EFB Application Tanah Haluan Estate" since April – December 2018 EFB application total was 1,447.95 MT with area applied 21.33 ha.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance	
<p>Criterion 4.3 Practices minimise and control erosion and degradation of soils.</p>			
<p>4.3.1</p>	<p>Maps of any fragile soils shall be available. - Major compliance -</p>	<p>PT AWL is able to demonstrate a semi-detailed soil maps indicating the soil type, soil group, slope class and topographic information. The soil map carried out by Param Agricultural Soil Survey. It is known that the limitation area with slope over 25%. Soil classification consist of Hapludox Palehumults and Haplohumults Hapludox.</p> <p>Company has a procedure "Soil and Water Conservation" (OP/C6/06/01 dated 1 June 2006) to maintain the area with slope over 25%. The area with limitation of slope, company has made the terracing to avoid and minimize soil erosion. Identified area with slope over 25% has been identified by company and presented in "Map of slope PT AWL".</p> <p>Mitigation plan has been made by PT AWL to minimized soil erosion, such as:</p> <ul style="list-style-type: none"> - Making terraces in the area with a slope 12° to 25°. - Slope over than 25° cannot be planted. - Preparing an U-shaped palm fronds perpendicular to the direction of contour - Planting cover crops "<i>Mucuna bracteata</i>" to protect the soil - Placing the erosion stake in the sloping area to monitor the rate of erosion <p>Mitigation plan has been implemented by company. During field audit and document review indicated that the mitigation plan has well implemented.</p>	<p>Comply</p>
<p>4.3.2</p>	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soiland climate specific). - Minor compliance -</p>	<p>PT AWL is practicing terrace for area with steep slope. In addition, management maintains the cover crop, application of compost, planting vertiver grasses and frond stacking against contour line. In general, there is no plantation sets on area with steep slope. Agronomy department made recommendation to implement silt pit and platform for estate block with certain slope.</p> <p>Sangai Estate also has shown the Terrace Mapp.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
4.3.3	A road maintenance program shall be in place. - Minor compliance –	<p>Road maintenance program is in place. Penyahuan Estate has demonstrated Road Maintenance program 2018. Total road maintenance program April 2018 – March 2019 was 7,286 m. Total road maintenance since November 2017 to December 2018 was 99.9 km.</p> <p>Sangai Estate also demonstrated the Road Maintenance, since April to September 2018 road maintenance length covering Access Road 696.3 m, Main Road 575.2 m and Collection Road 887.2 m. Total road new road construction Since April 2018 to January 2019 were: Access road 1,376.76 m, Main road 776.06 m, Collection road 21,701.12 m.</p> <p>Keminting Estate demonstrated the Road Maintenance, since April to September 2018 road maintenance length covering Access Road 2,757.93 m, Main Road 878.60 m and Collection Road 3,643.16 m.</p> <p>Tanah Haluan Estate demonstrated the Road Maintenance, since April to September 2018 road maintenance length covering Access Road 19,708 m, Main Road 54 m and Collection Road 4,371 m. Total road new road construction Since April 2018 to January 2019 were: Access road 19,961 m, Main road 398 m, Collection road 34,875 m.</p>	Comply
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Major compliance –	Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT AWL plantation.	N/A
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance –	Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT AWL plantation.	N/A
4.3.6	A management strategy shall be in place for other	Based on the semi-detailed soil analysis, the soil type falls into loam and clay.	N/A

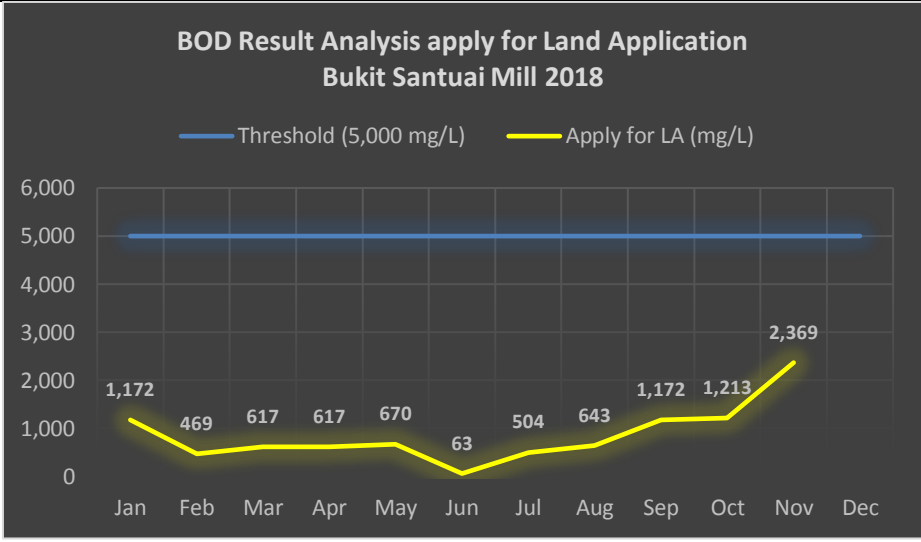
Criterion / Indicator		Assessment Findings	Compliance
	fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –	There is no peat soil identified within PT AWL plantation.	
Criterion 4.4 Practices maintain the quality and availability of surface and groundwater			
4.4.1	An implemented water management plan shall be in place. - Minor compliance -	PT AWL has a procedure of water management plan "Rencana Pengelolaan Air (SOP.EHS.WMP-01, rev.0, dated 4 May 2015). Water management plan includes: 1. Monitoring of river water quality and potential erosion. 2. Protecting riparian area, reservoir buffer zone and other water sources. 3. Planting cover crops and terracing in slope area. 4. Silt trap construction 5. No spraying around buffer zone and identified water sources. 6. Enrichment planting, signboard installation to protect water source and conservation area; Manual upkeep near buffer zone.	Comply
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. - Major compliance -	As a commitment to protect of watercourses, PT AWL conducting regular monitoring of surface water quality. The analysis conducted by third party accredited laboratory (UNILAB) every 6 months in certain rivers. The result of analysis within 2018 as below chart:	Comply

Criterion / Indicator	Assessment Findings	Compliance																					
	<p style="text-align: center;">BOD Result Analysis of River Quality PT Agro Wana Lestari 2018</p> <table border="1"> <caption>BOD Result Analysis of River Quality Data</caption> <thead> <tr> <th>River Location</th> <th>Semester-1 2018 (mg/L)</th> <th>Semester-2 2018 (mg/L)</th> </tr> </thead> <tbody> <tr> <td>Tanah Haluan River</td> <td>6</td> <td>10</td> </tr> <tr> <td>Kelamaan River</td> <td>4</td> <td>11</td> </tr> <tr> <td>Kuayan River Upstream</td> <td>5</td> <td>19</td> </tr> <tr> <td>Kuayan River Downstream</td> <td>6</td> <td>7</td> </tr> <tr> <td>Keminting River Upstream</td> <td>4</td> <td>8</td> </tr> <tr> <td>Keminting River Downstream</td> <td>10</td> <td>11</td> </tr> </tbody> </table>	River Location	Semester-1 2018 (mg/L)	Semester-2 2018 (mg/L)	Tanah Haluan River	6	10	Kelamaan River	4	11	Kuayan River Upstream	5	19	Kuayan River Downstream	6	7	Keminting River Upstream	4	8	Keminting River Downstream	10	11	
River Location	Semester-1 2018 (mg/L)	Semester-2 2018 (mg/L)																					
Tanah Haluan River	6	10																					
Kelamaan River	4	11																					
Kuayan River Upstream	5	19																					
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Criterion / Indicator	Assessment Findings	Compliance																					
	<div data-bbox="869 411 1724 925" data-label="Figure"> <table border="1"> <caption>TSS Result Analysis of River Quality PT Agro Wana Lestari 2018</caption> <thead> <tr> <th>Location</th> <th>Semester-1 2018 (mg/L)</th> <th>Semester-2 2018 (mg/L)</th> </tr> </thead> <tbody> <tr> <td>Tanah Haluan River</td> <td>25</td> <td>48</td> </tr> <tr> <td>Kelamaan River</td> <td>17</td> <td>33</td> </tr> <tr> <td>Kuayan River Upstream</td> <td>17</td> <td>30</td> </tr> <tr> <td>Kuayan River Downstream</td> <td>22</td> <td>46</td> </tr> <tr> <td>Keminting River Upstream</td> <td>2</td> <td>2</td> </tr> <tr> <td>Keminting River Downstream</td> <td>137</td> <td>25</td> </tr> </tbody> </table> </div> <p data-bbox="869 941 1859 1069">This threshold is refer to national regulations Peraturan Pemerintah No. 82 Tahun 2001 related to Water Quality Management and Prevention of Water Pollution. Category for its requirement is Class II (based on EIA/AMDAL directive), whereas is Class II parameter no longer significant applied, it should be Class III.</p> <p data-bbox="869 1085 1859 1181">TSS result analysis in Keminting River Downstream on Semester 1 2018 have increased / more than the threshold due to during the water sampling the weather conditions were raining.</p> <p data-bbox="869 1197 1859 1228">OFI: addition of sample points on downstream river according to legal limits / HGU.</p>	Location	Semester-1 2018 (mg/L)	Semester-2 2018 (mg/L)	Tanah Haluan River	25	48	Kelamaan River	17	33	Kuayan River Upstream	17	30	Kuayan River Downstream	22	46	Keminting River Upstream	2	2	Keminting River Downstream	137	25	
Location	Semester-1 2018 (mg/L)	Semester-2 2018 (mg/L)																					
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Kuayan River Downstream	22	46																					
Keminting River Upstream	2	2																					
Keminting River Downstream	137	25																					
4.4.3	<p data-bbox="246 1252 840 1380">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 data-bbox="869 1252 1870 1356">Bukit Santuai POM: BOD monitoring effluent for composting and Land Application tested by accredited laboratory (UNILAB) in 2018. Below are the record of effluent monitoring from January – December 2018:</p>	Comply																					

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Criterion / Indicator		Assessment Findings					Compliance
	- Minor compliance –	No	Month	Threshold (mg/L)	Cooling Pond Inlet (mg/L)	Cooling Pond Outlet (mg/L)	
		1	January	5,000	35,572	1,172	
		2	February	5,000	28,981	469	
		3	March	5,000	25,687	617	
		4	April	5,000	25,687	617	
		5	May	5,000	29,811	670	
		6	June	5,000	17,418	63	
		7	July	5,000	35,487	504	
		8	August	5,000	33,178	643	
		9	September	5,000	29,757	1,172	
		10	October	5,000	31,382	1,213	
		11	November	5,000	33,695	2,369	
		12	December	5,000			

Criterion / Indicator		Assessment Findings	Compliance																														
																																	
4.4.4	<p>Monitoring of mill water use per ton of FFB shall be recorded.</p> <p>- Minor compliance –</p>	<p>Bukit Santuai Mill performs monthly monitoring of mill water consumption per tonne FFB processed. The records are maintained under "Rekap Penggunaan Air untuk proses per ton TBS – years 2018".</p> <p>Monitoring of mill water use per ton FFB in 2018 as below table:</p> <table border="1" data-bbox="869 1129 1653 1377"> <thead> <tr> <th>Month</th> <th>FFB Process (MT)</th> <th>Water Usage (m³)</th> <th>Average (m³/MT FFB)</th> <th>Budget (m³/MT FFB)</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>17,055.47</td> <td>17,234.62</td> <td>1.01</td> <td>0.93</td> </tr> <tr> <td>February</td> <td>15,765.23</td> <td>15,740.75</td> <td>1.00</td> <td>0.93</td> </tr> <tr> <td>March</td> <td>21,153.76</td> <td>21,285.50</td> <td>1.01</td> <td>0.93</td> </tr> <tr> <td>April</td> <td>22,173.43</td> <td>21,898.65</td> <td>0.99</td> <td>0.93</td> </tr> <tr> <td>May</td> <td>25,520.57</td> <td>25,342.10</td> <td>0.99</td> <td>0.93</td> </tr> </tbody> </table>	Month	FFB Process (MT)	Water Usage (m ³)	Average (m ³ /MT FFB)	Budget (m ³ /MT FFB)	January	17,055.47	17,234.62	1.01	0.93	February	15,765.23	15,740.75	1.00	0.93	March	21,153.76	21,285.50	1.01	0.93	April	22,173.43	21,898.65	0.99	0.93	May	25,520.57	25,342.10	0.99	0.93	Comply
Month	FFB Process (MT)	Water Usage (m ³)	Average (m ³ /MT FFB)	Budget (m ³ /MT FFB)																													
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Criterion / Indicator		Assessment Findings					Compliance
		June	22,937.70	22,680.13	0.99	0.93	
		July	32,699.89	31,789.55	0.97	0.93	
		August	26,939.93	26,246.03	0.97	0.93	
		September	31,581.64	28,724.14	0.91	0.93	
		October	28,015.45	27,661.95	0.99	0.93	
		November	28,278.16	27,935.11	0.99	0.93	
		December	25,930.28	25,412.80	0.98	0.93	
		TOTAL	298,051.51	291,951.33	0.98	0.93	
Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate integrated Pest Management (IPM) techniques.							
4.5.1	Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. - Major compliance -	Company has a procedure for pest and disease management "Manajemen Hama dan Penyakit OP/C21/06/01 dated 1 June 2006". Records of rat census and black bunch census from each estate are available. From these records no infestation above economic threshold. Beneficial plants such as Turnera subulatta are grown in the estates. Records of planting of new areas and maintenance of existing areas of beneficial plants and location maps are available. Record seen: - "Form Sensus Black Bunch" Division III Penyahuan Estate dated 20/09/2018 Block 024 census worker Rena/Ating, Number of palm 162, number of black bunch 881, no rats attack found. - "Penilaian Efisiensi Panen & Serangan Tikus" Division IV Penyahuan Estate dated 17/01/2019 Block R27, supervisor Bufilahiri, number palm checked 18, no symptom of rats attack found. Non conformity: The company cannot be demonstrate that regular monitoring of the possibility of the emergence of pests and diseases, especially palm-leaf-eating caterpillars, has been					Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>carried out. Some objective evidence of nonconformity as below:</p> <ul style="list-style-type: none"> • The last bagworm census was carried out in October 2014. • Document monitoring of Palm Leaves-Eating Caterpillar pest (UPDKS) cannot be shown. • A documented integrated pest management plan cannot be demonstrated. • The company has a procedure for "Pest and Disease Management OP/C21/06/01 June 1, 2006"; whereby one policy in the procedure is to prevent the possibility of crop pests and diseases. <p>Correction and corrective action plan has been made by company to address the issue, verification of its effectiveness has been verified by auditor as explain in chapter 3.4 Details of Finding.</p>	
4.5.2	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <p>- Minor compliance –</p>	<p>PT Agro Wana Lestari has conducted training of Integrated Pest Management (IPM) for IPM workers who performed pest and disease census and control. Latest training conducted on 22 September 2018 in Penyahuan Estate, attended by 8 workers; Keminting Estate 23 November 2018 attended by 10 workers.</p> <p>Evidence of training can be demonstrated such as attendance list and minutes of training. During interview with Foreman and census workers indicated that they have understood regarding integrated pest management practice.</p>	Comply
<p>Criterion 4.6</p> <p>Pesticides are used in ways that do not endanger health or the environment.</p>			
4.6.1	<p>Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.</p> <p>- Major compliance -</p>	<p>Agriculture Policy Chapter 20 – Weed Management No.OP/C20/06/01 and Chapter 21 – Management of Pest and Disease No.OP/C21/06/01 for written justification in the use of Agrochemical was reviewed and found acceptable.</p> <p>The company refers to a list from Ministry of Agriculture to update the current registered and approved herbicide, along with date of registration validity.</p> <p>List of Chemical Use year 2018/2019 in PT Agro Wana Lestari:</p>	Comply

Criterion / Indicator		Assessment Findings					Compliance
		Trade Name	Active Ingredients	Register number			
		ALLY/Amiron 20 WG	Metsulfuron methyl	RI.01030120062207			
		Best Up / Prima Up	Isopropil amina glifosate 480 g/l	RI.01030120042050			
		Dalopir	Triclopir 480 g/l	RI.01030120052256			
4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) shall be available. - Major compliance -	Records of pesticide use (including active ingredients used and their LD50, area treated amount of active ingredient applied per Ha and number of applications) had been maintained and kept by Agronomy, starting from 2017. Verified that records of monitoring were satisfactory. Records observed during the audit i.e. Estate Monthly Report, Daily Field Supervisor Book. Below are the chemical usage for PT AWL 2018:					Comply
		Chemical	Volume applied	Area applied	Active Ingredients per ha applied	Active Ingredients per ton FFB	
		ALLY/Amiron 20 WG	565	17,883	0.03	0.00	
		Best Up / Prima Up	26,177	44,653	0.59	0.19	
		Dalopir	2,642	16,457	0.16	0.02	
4.6.3	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	The application each type of agrochemical for each estate is based on Agronomy Department recommendation, as lined out under Parameter budget. The parameter budget defines the time of application (round per year), targeted Ha					Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>prophylactic use of pesticides, except in specific situations identified in Indonesia Best Practice guidelines.</p> <p>- Major compliance -</p>	<p>man-day, dosage per hectare, chemical to use (including active ingredient), percentage of application and target species (to be treated). The parameter budget implemented and recorded in Daily Plantation Work Order Plan.</p> <p>It is the policy to minimize the use of pesticide in accordance to IPM plan. No prophylactic use of pesticide had been carried out at the estates for the period concerned. The pesticide reduction program is monitored on usage per hectare basis. Overall, it has shown a slight decline.</p>	
<p>4.6.4</p> <p>The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>The company has shown the Goodhope Sustianabilty Policy dated 5 May 2017 was signed by CEO, in page 3 mentioned "We prohibit the use of paraquat and pesticides with similar negative ecological impact, and will utilize integrated pest management system that do not rely on pesticides with significant adverse classification by by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions.</p> <p>Based on visit to Chemical Store in Tanah Haluan Estate, Penyahuan Estate and Keminting Estate (dated 23 and 24 January 2019), there were no other Class 1A or 1B was in use or kept.</p>	<p>Comply</p>
<p>4.6.5</p> <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>- Major compliance -</p>	<p>PT. AWL has ensured that pesticide/herbicide applicators are trained; all personnel handling agrochemical was trained. Record of training for spraying operators is kept in estate office. Latest training for spraying operator has been conducted on 14 January 2019 in Sangai Estate, 20 December 2018 in Keminting Estate, 19 July 2018 in Penyahuan Estate, 10 December 2018 and 3 January 2019 in Tanah Haluan Estate.</p> <p>Field visit to Tanah Haluan Estate, Penyahuan Estate, Keminting Estate and Sangai Estate chemical's storage showed the pesticide stores continued to be well maintained and the chemicals were labelled clearly and stored within spill containment. Observation of spray-mix preparation and spraying showed that the</p>	<p>Comply</p>

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		workers were wearing PPE correctly and they were working safely and in accordance with the chemical manufacturer’s recommendations. MSDS available in chemical store. Chemical storekeeper understood the critical control based on MSDS. The Personal Protective Equipment was provided in accordance to MSDS information.	
4.6.6	Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3). - Major compliance -	Based on sample visit in Chemical Storage at Penyahuan Estate and Keminting Estate, all pesticides is properly managed and separated based on pesticide type. This already accordance with hazard identification and risk assessment and national guideline for limited pesticide use. It is proven that all pesticides containers stored in permitted area. License of temporary hazardous waste refer to regent decree “Kep. Bupati KOTIM Nomor: 660/422/DLH-Ek.SDA/VI/2017”, dated 16 June 2017. Validity: 5 years (up to 2022). All pesticides containers and hazardous waste are disposed responsibly by transported with permitted transporter. Report of hazardous waste are also regularly submitted to relevant authority, in example report period October-December 2018 dated 2 January 2019.	Comply
4.6.7	Application of pesticides shall be by proven methods that minimize risk and negative impacts. - Minor compliance -	The Certificate Holder has updated Risk and Environment Impact Assessment Register Period 2018/2019, revision 2, updated 5 September 2018. The Pesticides had been applied using the Best Management Practices that minimize risk and impacts. The agrochemical storekeepers, supervisors and sprayers found to understand the use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques. In example, based on interview with 7 pesticide operator (sprayer) in Block A23 Division 1 Keminting Estate, with consist of 6 female sprayer and 1 male sprayer it was clearly that sprayers understood risk and how to minimize negative impact from pesticide application. Also, all sprayers interviewed using PPE’s properly.	Comply
4.6.8	Pesticides may only be applied aially where there is a documented justification. Surrounding	There is no aerial application of pesticide throughout the company plantation.	N/A

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	communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -		
4.6.9	Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available. - Minor compliance -	Sample of 7 pesticide operator (sprayers) that interviewed in Block A23 Division 1 Keminting Estate, it is well trained by Agronomy assistant during Muster Morning. Sample of training records for sprayer in Keminting Estate as follow: Date: 16 November 2018; Location: Front yard of Chemical storage; Title: EHS Briefing such as OHS, Environment and Social policy, aspect and impact, risk and hazard, emergency condition includes chemical handling and PPE use. All sprayers interviewed are attended the training.	Comply
4.6.10	Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated. - Minor compliance -	Based on interview with 7 pesticide operator (sprayer) in Block A23 Division 1 Keminting Estate, with consist of 6 female sprayer and 1 male sprayer, it was explained that every sprayer has have trained related pesticide handling and spraying techniques from supervisor/agronomy assistant. All sprayer can demonstrate in the field very well, such as type of agrochemical used, target weeds, dosages, etc.	Comply
4.6.11	Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available. - Major compliance -	Annual specific medical record for pesticide operator conducted on 8-13 August 2018. Blood/hematology test (Cholinesterase) has checked by Regency Healthcare Service (Dinas Kesehatan UPTD Laboratorium Kesehatan Daerah, Kab. Kotawaringin Timur). The result as follow: - Penyahuan Estate (PYE): 33 female sprayers, 2 supervisor (mandor). - Keminting Estate (KME): 38 female sprayers, 1 supervisor (mandor). - Sangai Estate (SGE): 36 female sprayers, 2 supervisor (mandor). - Tanah Haluan Estate (THE): 40 female sprayers, 3 supervisor (mandor). According to specific medical records, all pesticide operator/sprayer in normal	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>condition.</p> <p>Based on interview with 7-pesticide operator (sprayer) in Block A23 Division 1 Keminting Estate, with consist of 6 female sprayer and 1 male sprayer, it explained that specific medical checkup has been done in August 2018.</p>	
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>Based on interview with 7-pesticide operator (sprayer) in Block A23 Division 1 Keminting Estate, with consist of 6 female sprayer and 1 male sprayer, it was explain that pregnant or breast-feeding women are disallow to contact or activities related with chemical material.</p> <p>6 female sprayers explained that preventive monitoring conducted periodically (at week 4th every month) to determine whether or not a pregnant workers.</p> <p>Sample records at Keminting Estate for those female sprayers has verified with doctor medical records, the result is NEGATIVE.</p>	Comply
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p>			
4.7.1	<p>A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p>	<p>The Certificate Holder has an updated Environmental, Health and Safety policy issued date 30th May 2017 and signed by Chief Operating Officer.</p> <p>The policy mentioned that the company commit to "prevention occupational accident, injury and ill health caused by working conditions; and the company commit to comply with environmental, health and safety legislations and other applicable requirements".</p> <p>Implementation of this policy among others:</p> <ul style="list-style-type: none"> - HIRADC - OSH procedures - Periodic of Safety Meeting <p>During interview with sample workers at Bukit Santuai Mill, it is explain that emergency procedure and drill conducted periodically. He knows evacuation route</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>and assembly point in Mill.</p> <p>However, Health and safety policy are not effective monitored and comprehensive implemented by Certificate Holder.</p> <p>Based on sample interview, it is found several of health and safety have not been implemented properly, following:</p> <ol style="list-style-type: none"> 1. Welder at Central Workshop Penyahuan Estate do not have license. 2. Fire extinguisher with low-pressure condition at Chemical store Sangai Estate are not monitor properly. 3. Founded unsafe condition where emergency stop of portable grinding machine at Bukit Santuai Mill are not working properly. 4. Identification of trouble lathe machine LOTO at Bukit Santuai Mill is not available. <p>Non Conformity:</p> <p>During audit found some OHS applications that have not been implemented properly, such as:</p> <ul style="list-style-type: none"> • Welder operator at the Penyahuan Estate Central Workshop on behalf Hadi Saputro does not yet have a welder license. • It was found APAR under low-pressure conditions at the fertilizer warehouse Sangai Estate. • There is no identification of LOTO for damaged equipment/lathe machine at Santuai Mill Hill. <p>Correction and corrective action plan has been made by company to address the issue, verification of its effectiveness has been verified by auditor as explain in chapter 3.4 Details of Finding.</p>	
4.7.2	A documented risk assessment shall be available and its implementation shall be recorded.	Risk and Environment Impact Assessment Register Period 2018/2019, revision 2, updated 5 September 2018.

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Criterion / Indicator	Assessment Findings	Compliance
	- Major compliance -	
4.7.3	<p>Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.</p> <p>- Major compliance -</p>	Comply
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>- Major compliance -</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance	
4.7.5	<p>A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.</p> <p>- Minor compliance -</p>	<p>2018.</p> <p>Procedure for emergency and work accident, as follow:</p> <ol style="list-style-type: none"> 1. Emergency Response "SOP Tanggap Darurat Kecelakaan (SOP.EHS.ERP.02, Rev.00, dated 4 May 2015)". 2. SOP First Aid (SOP.EHS.ERP-01, Rev.00, dated 4 May 2015). <p>During interview with sample workers at Bukit Santuai Mill, it is explain that emergency procedure and drill conducted periodically. He knows evacuation route and assembly point in Mill.</p> <p>Emergency equipment in Mill is available and work properly. Based on monitoring dated 5 January 2019 total emergency equipment at Mill are Fire Extinguisher (26 tubes), Hydrant (11 set).</p> <p>During Mill visit, Hydrant at Sterilizer station tested by Mill team and it is conclude that Hydrant is work properly.</p> <p>Non conformity:</p> <p>However, an emergency procedure are not well monitored at sample location. In example:</p> <ol style="list-style-type: none"> (1) Expired medicine (povidone iodine and sterilized water) in First Aid Box founded at Penyahuan Estate (harvesting) and Keminting Estate (harvesting). (2) Eye washer and body shower not available at Laboratory and Water Treatment Plant of Chemical Mixing Bukit Santuai Mill. <p>Correction and corrective action plan has been made by company to address the issue, verification of its effectiveness will be verify by auditor in the next surveillance assessment. Details of finding are explain in chapter 3.4 of this report.</p>	Comply
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).</p>	<p>Medical care and insurance has been provided to All workers in mill and estate including daily workers have been covered by Medical and Social Insurance (BPJS), as requested by applicable regulation.</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance
<p>- Minor compliance –</p>	<p>Accident insurance covered by BPJS Ketenagakerjaan, as mandatory by government regulation.</p> <p>PT Agro Wana Lestari has provided the Health Care Central - Poliklinik in location that already have agreement with BPJS – government.</p> <p>Whole employees of both Estate and Mill are registered for the BPJS-Kesehatan and BPJS- Ketenagakerjaan (Jamsostek). Evidence of the last payment BPJS-Kesehatan period January 2019 and BPJS-Ketenagakerjaan December 2018 period were available.</p> <p>Based on sample worker interviewed, specific medical record (Audiometric) Bp. Mariyanto - Boiler Operator conducted in 11 April 2018, test report No: 566.1/LHU 67b/Disnakertrans/LK3/2018, with audiometric result for him is Normal condition.</p>	
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance</p>	<p>PT Agro Wana Lestari’s EHS team prepares safety index. The safety index is monitoring tool, indicating number of worker (at each operating units), number of major and minor accident as well as the lost time injury. The monitoring carried out on monthly basis and results were discussed during safety committee meeting. The report contains: chronology from victim, statement from official in charge, medical officer statement, accident investigation summary, evaluation by EHS officer, signed by manager. Occupational injurie has also been recorded using Lost Time Accident (LTA) metrics</p> <p>The Certificate Holder maintain records of occupational injuries/incident properly. In example:</p> <p>Record No: AWL/01/OKT/2018. This record related incident notification on 10 August 2018. Incident: personal injury due to accident between car and motorcycle. Location: Keminting Estate.</p> <p>First Aid in August 2018 (1 occur) at Mill:</p> <p>Date: 15 August 2018</p> <p>Name: Dimas Hari</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Job: Maintenance Workshop BSM</p> <p>Employee Status: BHL</p> <p>Cause: splashed metal debris on the cornea of the left eye, when repairing the ripple mill using an iron grinder.</p> <p>All incident occurs are recorded in Safety Index Performance Calculation FY 2017/2018, where Lost Time Accident metrics are available and recorded.</p>	
<p>Criterion 4.8 All staff,workers, smallholders and contract workers are appropriately trained.</p>			
4.8.1	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.</p> <p>- Major compliance -</p>	<p>The Certificate Holder has Training Plan Fiscal Year 2018/2019 related to RSPO aspects. Record sample of training plan as follow:</p> <ol style="list-style-type: none"> 1. RSPO/ISPO P&C; Facilitator: M. Akhyar Rizki; Target Participants: Manager/Asst. Manager and supporting; Plan: May 2018 (week 4). 2. Supply Chain/Traceability; Facilitator: M. Akhyar Rizki/Saepul Bahri; Target Participants: Mill Manager/Asst. Manager, Finance, Weighbridge Operator; Plan: May 2018 (week 4). 3. Spill Prevention and Response Procedure; Facilitator: Saepul Bahri; Target Participants: Store Keeper, Fuel Operator, Hazardous Storage Keeper, Safety Officer; Plan: June 2018 (week 3) and November (week 4). 4. HCV Management; Facilitator: Abrar Ramlan; Target Participants: Manager/Asst. Manager and safety officer; Plan: April 2018 (week 4). 	Comply
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>Sample of training record verified during audit is Stefan Timba (store keeper Penyahuan Estate) and Fahrudin (store keeper Keminting Estate) as follow:</p> <ol style="list-style-type: none"> 1. Stefan Timba (store keeper Penyahuan Estate), attending for training EHS Briefing-Fertilizing on 1st June 2016 and 18 October 2018. 2. Fahrudin (store keeper Keminting Estate), attending for training PPE usage on 8 January 2019. 	Comply

Criterion / Indicator	Assessment Findings	Compliance	
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	<p>Environmental impact assessment document(s) shall be available.</p> <p>- Major compliance -</p>	<p>Not significant changes on Environmental Impact Assessment of Certificate Holder. Social Environmental Impact Assessment (SEIA)/AMDAL entitled "Rencana Perluasan Area Perkebunan dan pembangunan Pabrik Pengolahan Kelapa Sawit PT Agro Wana Lestari". The initial hectarage was 8,600 Ha (under name PT Agro Sembuluh) and the additional hectarage 7,336.45 Ha, into total hectarage of 15,936.45 Ha with palm oil mill of 90 tons FFB/hour.</p> <p>The project obtain environmental permit as per "Surat Keputusan Gubernur Kalimantan Tengah No.188.44/167/2011 tentang Kelayakan Lingkungan Hidup Kegiatan Rencana Perluasan Areal Perkebunan Kelapa Sawit dari 8,600 Ha (An Agro Sembuluh) menjadi 15,936 Ha dan Pembangunan Pabrik pengolahan Kelapa Sawit dengan Kapasitas 90 ton TBS/jam oleh PT Agro Wana Lestari di Kecamatan Bukit Santuai, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah", dated 20/05/2011.</p> <p>The company also has prepared the document of Environmental Impact Identification and Assessment as requirement in ISO 14001. Those document have been conducted according to the scope of plantation and mill operation covering: land clearing and new roads, processing mills and its infrastructure, Management of mill effluents, effect on natural vegetation, and management of pests and diseased. The document has been well documented and has been made available at each estate and mill.</p>	Comply
5.1.2	<p>Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact</p>	<p>Environmental Management Plan available as part of EIA document. Matriks of plan covers explanation of type of impact, management objective, parameter, person in charge, management measure, PIC, location, and relevant authorities.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>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>Environmental Management Plan has been well implemented according to Report of RKL-RPL period second semester year 2018. Environmental management plan recorded in "Laporan pelaksanaan RKL-RPL Semester II (Juli-Desember 2018)" has been reported to authority bodies on 2nd January 2019.</p> <p>PT Agro Wana Lestari has appointed the EHS team (EHS manager, staff, inspector and document control). The appointment available in Job description of EHS Manager there are stated that "Setting up of monitoring system for reporting EHS performances/regulatory compliance at each location, review of progress and deriving action plans for improvement where necessary"</p>	
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>Environmental Monitoring Plan on "Laporan Pelaksanaan RKL-RPL" made in 6-monthly basis and reviewed by company management periodically. Environmental Monitoring Plan has been well implemented according to Report of RKL-RPL period second semester year 2018. Environmental management plan recorded in "Laporan pelaksanaan RKL-RPL Semester II (Juli-Desember 2018)" has been reported to authority bodies on 2nd January 2019.</p> <p>Non Conformity:</p> <p>Evaluation from monitoring result against environment management plan not implemented properly. In example:</p> <ol style="list-style-type: none"> (1) BOD result on surface/river water quality during 2018 is over the standard required (> 3 mg/L). However, management review and corrective plan from its monitoring result to reduce negative impact is not available. (2) Coliform result on clean water analysis at Tanah Haluan village and Housing of Penyahuan Estate is over the standard required. (3) Nitrate, Chloride and Amonia on ground water analysis at Block Q20 is over the standard required. (4) No follow up conducted against grounding test result which over than standard required at Keminting Estate. <p>Correction and corrective action plan has been made by company to address the</p>	NC

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Criterion / Indicator		Assessment Findings	Compliance
		issue, verification of its effectiveness will be verify by auditor in the next surveillance assessment. Details of finding are explain in chapter 3.4 of this report.	
Criterion 5.2			
The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.			
5.2.1	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. - Major compliance -	PT Agro Wana Lestari has conducted two (2) series of HCV identification assessment. The first HCV identification in August 2008 by EM&M Consultant (Charlie Ross). Re-identification was being done by Institut Pertanian Bogor in October 2009, to produce final report on November 2011. Total HCV area identified was 1,387.20 Ha, however there were 479.90 Ha HCV area within HGU area which was not acquired yet by the company. Therefore, HCV area in Penyahuan Estate is 712.19 Ha and in Keminting Estate is 42.74 Ha. HCV identified are HCV1, HCV2 and HCV3 in form of Bukit Santuai and Bukit Laggai (Santuai Hill and Laggai Hill), which also contains HCV1 and HCV4 and HCV6. HCV identification was refer to the HCV Toolkit – 2008. All HCV area identified has been delineated by organization and mapped. Organisation has done boundary marker placement in each HCV area and performed HCV signboard installation to campaign wildlife conservation and protect HCV area and avoiding illegal hunting as well.	Comply
5.2.2	Where rare, 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. - Major compliance -	Based on HCV Assessment, it was found HCV areas and RTE species in Sangai and Tanah Haluan Estate such as: Kucing Kuwuk (Felis bengalensis), Orangutan (Pongo pygmaeus), Kancil (Tragulus javanicus). Monitoring of RTEs species to count the population number, species abundance and density conducted each years by organization. Latest monitoring conducted on September 2017 in Bukit Santuai and Bukit Hawuk. Monitoring result shown that RTEs species still found in Bukit Santuai and Bukit Hawuk such as: Kucing Kuwuk (Felis bengalensis), Orangutan (Pongo pygmaeus) identified by nest found, Kancil (Tragulus javanicus). Monitoring the presence of animal including RTE species also conducted each month by supervisor	Comply

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		<p>and security at the same time with monthly monitoring activity of HCV area.</p> <p>Signboard placement and maintenance performed by organization in order to campaign to the employee and community regarding wildlife conservation, HCV protection and avoid illegal hunting. It was observed during field audit signboard has been installed in the strategic place and easy to read both in Penyahuan and Keminting Estate; Dissemination has also been done to employee and surrounding community.</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>PT Agro Wana Lestari has established Management Program of HCV related annual education about the status and protection of the RTE species to worker and community around estate. All staff and employees was informed about HCV areas and RTE species. Object of educate program regarding the status of the RTE species, list of protected species in area, management of RTE species, protection of RTE species.</p> <p>Education to worker performed through dissemination which conducted continuously through master morning. Evident of dissemination can be demonstrated such as: minutes of briefing and master morning</p> <p>Socialization of HCV in Penyahuan Estate dated 8 August 2018 and 25 August 2018. Socialization of HCV in Tanah Haluan Estate dated 2 December 2018, in Sangai Estate on 7 December 2018 and in Keminting Estate on 10 December 2018.</p>	Comply
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>HCV and wildlife/animal monitoring continuously conducted in a regular basis. Monitoring of animal/wildlife performed by HCV officer and field workers, result of monitoring presented in "Laporan Pemantauan Jenis Satwa/Tumbuhan". Regular Patrol conducted monthly by field workers/security to prevent illegal hunting and protect the HCV area. Latest patrol performed on December 2018, the result of monitoring shown that generally HCV area in PT AWL remains in good condition without significant disturbance.</p> <p>Wildlife and RTE species monitoring conducted Annually by HCV officer and field workers. Latest monitoring conducted on December 2018 in Bukit Santuai and Bukit</p>	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Hawuk. Report of Management and Monitoring for HCV and RTEs is reported each years and review is conducted regularly to ensure that monitoring is effective. Reports of year 2018 period can be demonstrated. Results of monitoring was evaluated using trend evaluation. Result of monitoring gives the feedback into the management plan improvement. The results from monitoring of wildlife, environmental, and socio- cultural services gives feedback advice and recommendations to the management plan.</p> <p>To monitor implementation of HCV management, company conducted monitoring of HCV area each month and the presence of animal including RT species. Wildlife monitoring to calculate and review the population number, species abundance and density was conducted each year and annually reported to review the result. Based on the last report review in 2018 indicated that HCV management has been implemented as per procedure and requirement: no illegal hunting found, no HCV destruction found, HCV boundary marker (pole boundary marker) and signboard was well manage as per SOP.EHS.DCB-01. HCV boundary marker was well maintained in PT AWL as per procedure SOP.EHS.DCB-01. It was verified and confirmed during field visit to HACV area.</p>	
5.2.5	<p>Where HCV areas overlapped with an identified local community's land, there shall be evidence of a negotiated agreement that optimally safeguard their HCVs and the local community's rights.</p> <p>- Minor compliance –</p>	<p>All HCV and conservation areas within the company areas. Based on document verification, field visit and interview with stakeholders, there was no HCV area under existing rights of local community.</p>	Comply
<p>Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
5.3.1	<p>A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p>	<p>PT Agro Wana Lestari (Bukit Santuai POM, Penyahuan Estate and Keminting Estate) has identified all waste and pollution sources, documented under Risk and Environment Impact Assessment Register Period 2018/2019, revision 2, updated 5 September 2018.</p>	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		PT Agro Wana Lestari has procedure of Waste Management – Pengelolaan Limbah No SOP.EHS.LIM-01, revision 01 dated 1st October 2017. Identification of source of all waste and pollution from storage of herbicides, laboratoirum, mill storage, office, workshop, emplacement, mill.	
5.3.2	There shall be evidence that all chemicals and their empty containers are disposed of responsibly. - Major compliance -	All pesticides containers and hazardous waste, including chemicals are disposed responsibly by transported with permitted transporter. Report of hazardous waste are also regularly submitted to relevant authority, in example report of “Kegiatan Penyimpanan Limbah B3 dan Neraca Limbah” period October-December 2018 dated 2 January 2019. During field visit at permitted of temporary hazardous waste storage “TPS Limbah B3” in Penyahuan Estate and Keminting Estate, all chemicals empty containers are placed in storage properly.	Comply
5.3.3	A documented waste management plan to avoid or reduce pollution and its implementation shall be available. - Minor compliance –	To ensure the commitment on waste management implementation, the Certificate Holder has had permit of Effluent Application on Plantation from authority body in form of “Izin Pemanfaatan Air Limbah Industri Minyak Sawit Pada Tanah Perkebunan Kelapa Sawit PT Agro Wana Lestari” regarding Land Application License No: 660/664/EK.SDA-DLH/IX/2017, dated 29 September 2017. This license valid for 5 years (until 24 April 2022). Total permitted area for land application 407.7 Ha (53 blocks). Non conformity: During field observation found domestic waste (food and beverage container/wrap) are disposed to water sanitary and backyard of worker housing at Keminting Estate. Correction and corrective action plan has been made by company to address the issue, verification of its effectiveness will be verify by auditor in the next surveillance assessment. Details of finding are explain in chapter 3.4 of this report.	NC
Criterion 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimized.			

Criterion / Indicator		Assessment Findings	Compliance																																																																	
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>PT AWL – Bukit Santuai POM has prepared the program for improving efficiency of the use of fossil fuels and to optimize renewable energy.</p> <p>Fossil fuel records are maintained and the trends shown. Energy use records include accurate measurements of renewable energy use per ton of FFB processed. All the shell and fiber are consumed internally as boiler fuel. Fossil fuel usage is recorded for operational purpose, including the efficiency analysis. Fossil fuel records are maintained and the trends shown. Energy use records include accurate measurements of renewable energy use per ton of FFB processed. Company already maximize the renewable energy use. All the shell and fiber are consumed internally as boiler fuel. Fossil fuel usage is recorded for operational purpose, including the efficiency analysis.</p> <p>Data verified:</p> <p>Comparison between fossil fuel and renewable energy of Bukit Santuai Mill.</p> <p>Renewable energy (biofuel) by fiber and shell for Turbine.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Process (MT)</th> <th>Fiber+Shell Use (MT)</th> <th>KWH</th> <th>Energy use (KWH/Ton FFB)</th> </tr> </thead> <tbody> <tr><td>January</td><td>17,055.47</td><td>2,899.43</td><td>365,119.71</td><td>21.41</td></tr> <tr><td>February</td><td>15,765.23</td><td>2,680.09</td><td>306,948.70</td><td>19.47</td></tr> <tr><td>March</td><td>21,153.76</td><td>3,596.14</td><td>223,512.95</td><td>10.57</td></tr> <tr><td>April</td><td>22,173.43</td><td>3,769.48</td><td>101,316.47</td><td>4.57</td></tr> <tr><td>May</td><td>25,520.57</td><td>4,338.50</td><td>253,242.10</td><td>9.92</td></tr> <tr><td>June</td><td>22,937.70</td><td>3,899.36</td><td>505,392.48</td><td>22.03</td></tr> <tr><td>July</td><td>32,699.89</td><td>5,558.98</td><td>667,574.25</td><td>20.42</td></tr> <tr><td>August</td><td>26,939.93</td><td>4,579.79</td><td>623,550.44</td><td>23.15</td></tr> <tr><td>September</td><td>31,581.64</td><td>5,368.88</td><td>700,000.75</td><td>22.16</td></tr> <tr><td>October</td><td>28,015.45</td><td>4,796.28</td><td>633,338.56</td><td>22.61</td></tr> <tr><td>November</td><td>28,278.16</td><td>4,807.28</td><td>687,426.62</td><td>24.31</td></tr> <tr><td>December</td><td>25,930.28</td><td>4,408.15</td><td>651,296.89</td><td>25.12</td></tr> </tbody> </table>	Month	FFB Process (MT)	Fiber+Shell Use (MT)	KWH	Energy use (KWH/Ton FFB)	January	17,055.47	2,899.43	365,119.71	21.41	February	15,765.23	2,680.09	306,948.70	19.47	March	21,153.76	3,596.14	223,512.95	10.57	April	22,173.43	3,769.48	101,316.47	4.57	May	25,520.57	4,338.50	253,242.10	9.92	June	22,937.70	3,899.36	505,392.48	22.03	July	32,699.89	5,558.98	667,574.25	20.42	August	26,939.93	4,579.79	623,550.44	23.15	September	31,581.64	5,368.88	700,000.75	22.16	October	28,015.45	4,796.28	633,338.56	22.61	November	28,278.16	4,807.28	687,426.62	24.31	December	25,930.28	4,408.15	651,296.89	25.12	Comply
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		TOTAL	298,051.51	50,702.36	5,718,719.92	19.19	
		Fossil fuel Genset for FFB process					
		Month	FFB Process (MT)	Fuel Usage (Liter)	KWH	Energy use (KWH/Ton FFB)	
		January	17,055.47	28,611.28	81,746.51	4.79	
		February	15,765.23	24,056.62	68,733.20	4.36	
		March	21,153.76	20,062.61	57,321.75	2.71	
		April	22,173.43	21,662.92	61,894.07	2.79	
		May	25,520.57	20,447.49	58,421.40	2.29	
		June	22,937.70	25,263.52	72,181.48	3.15	
		July	32,699.89	17,087.12	48,820.35	1.49	
		August	26,939.93	20,697.72	59,136.34	2.20	
		September	31,581.64	15,277.94	43,651.25	1.38	
		October	28,015.45	12,028.51	34,367.16	1.23	
		November	28,278.16	11,029.77	31,513.62	1.11	
		December	25,930.28	14,045.81	40,130.89	1.55	
		TOTAL	298,051.51	230,271.31	657,918.02	2.21	
		It is proven renewable energy more efficient compare with fossil fuel for FFB processing and producing CPO.					
Criterion 5.5 Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.							
5.5.1	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.	PT Agro Wana Lestari demonstrates procedure for emergency fire response to prevent and extinguish fire. The prevention of fire through regular fire patrol, eather forecasting and fire danger potential, construction of fire tower, firefighting simulation/drills, preparing and maintaining fire extinguisher, improve employees awareness.					Comply

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	- Major compliance -	During field observation at Tanah Haluan Estate and Keminting Estate, there is no evidence that fire used in land clearing.	
5.5.2	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. - Minor compliance -	During field observation at Tanah Haluan Estate and Keminting Estate, there is no evidence that fire used in land clearing.	Comply
Criterion 5.6			
Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
5.6.1	Document(s) assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent, shall be available. (see Criterion 4.4) - Major compliance -	Waste, pollution and emission source has been identified under environmental aspect-impact document. Result of static emission on April and October 2018 by accredited laboratory (UNILAB), as follow:	Comply

Criterion / Indicator	Assessment Findings	Compliance															
	<p style="text-align: center;">Result Analysis on Static Emission Genset Mill 1,000 kVA Bukit Santuai Mill</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Static Emission Data</caption> <thead> <tr> <th>Month</th> <th>Particle (mg/Nm3)</th> <th>SO2 (mg/Nm3)</th> <th>NO2 (mg/Nm3)</th> <th>CO (mg/Nm3)</th> </tr> </thead> <tbody> <tr> <td>Oct-18</td> <td>31</td> <td>91</td> <td>858</td> <td>341</td> </tr> <tr> <td>Apr-18</td> <td>220</td> <td>133</td> <td>131</td> <td>131</td> </tr> </tbody> </table> <p style="text-align: center;">Record of POME production and apply for LA in 2018:</p>	Month	Particle (mg/Nm3)	SO2 (mg/Nm3)	NO2 (mg/Nm3)	CO (mg/Nm3)	Oct-18	31	91	858	341	Apr-18	220	133	131	131	
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	<p style="text-align: center;">Production of Effluent and Land Application Bukit Santuai Mill 2018</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Data for Production of Effluent and Land Application Bukit Santuai Mill 2018</caption> <thead> <tr> <th>Month</th> <th>POME Prod. (m3)</th> <th>Land App. (m3)</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>16,170.00</td><td>14,022.00</td></tr> <tr><td>Feb</td><td>14,202.00</td><td>13,934.00</td></tr> <tr><td>Mar</td><td>11,425.00</td><td>17,178.00</td></tr> <tr><td>Apr</td><td>16,630.00</td><td>16,385.00</td></tr> <tr><td>May</td><td>19,140.00</td><td>16,182.00</td></tr> <tr><td>Jun</td><td>17,203.00</td><td>16,935.00</td></tr> <tr><td>Jul</td><td>23,801.17</td><td>20,254.00</td></tr> <tr><td>Aug</td><td>20,205.11</td><td>13,282.00</td></tr> <tr><td>Sep</td><td>23,357.15</td><td>14,156.00</td></tr> <tr><td>Oct</td><td>21,235.33</td><td>15,284.00</td></tr> <tr><td>Nov</td><td>21,235.33</td><td>17,717.00</td></tr> <tr><td>Dec</td><td>19,462.81</td><td>27,528.00</td></tr> </tbody> </table> <p>Reducing emission of Mill effluent by composting and land application.</p>	Month	POME Prod. (m3)	Land App. (m3)	Jan	16,170.00	14,022.00	Feb	14,202.00	13,934.00	Mar	11,425.00	17,178.00	Apr	16,630.00	16,385.00	May	19,140.00	16,182.00	Jun	17,203.00	16,935.00	Jul	23,801.17	20,254.00	Aug	20,205.11	13,282.00	Sep	23,357.15	14,156.00	Oct	21,235.33	15,284.00	Nov	21,235.33	17,717.00	Dec	19,462.81	27,528.00	
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5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.</p> <p>- Major compliance -</p> <p>PT Agro Wana Lestari has established "SOP Identifikasi, Mitigasi dan Perhitungan Emisi Gas Rumah Kaca No.SOP.EHS.GHG-01". Identification of pollutant and GHG has been implemented by Bukit Santuai POM, Penyahuan Estate and Keminting Estate, such as: usage of anorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME.</p> <p>Based on Significant pollution and GHG emission was identified, for estates comes from using of pesticides, action plan to reducing pesticide was made such as program of integrated pest control where minimize to use chemical/pesticides.</p> <p>The results of document verification and field visits, it is known that the company has made efforts in reducing GHG emissions, such as:</p> <ul style="list-style-type: none"> - Has installed a dust collector to catch dust or particles flying in the air and also 	Comply																																							

Criterion / Indicator	Assessment Findings	Compliance
	<p>has monitored the air quality carried out by conducting air quality testing and reported every semester contained in the UKL-UPL report.</p> <ul style="list-style-type: none"> - The use of fiber and shells as a boiler fuel. - Utilization of waste water for Land applications - Utilization of EFB for composting - Monitoring the physical condition of WWTP and perform the recorded volume of waste water that is applied. 	
<p>5.6.3</p>	<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>The Certificate Holder has Strategic and Mitigation Plan to reduce GHG emission, in example as follow:</p> <ol style="list-style-type: none"> 1. Sector: Plantation operation <ol style="list-style-type: none"> 1.1. Identification of Emission Sources: Land Clearing and Planting (Land Use Change) <ol style="list-style-type: none"> 1.1.1. Activities: Land Clearing <ol style="list-style-type: none"> 1.1.1.1. Potential Mitigation Options: <ul style="list-style-type: none"> • Adopted Zero Burning Land Clearing methods • No Land Clearing in areas that identified as HCV area • Keep the HCV area as Carbon Stock/sequestration • Periodically inspection and patrol to avoid HCV disturbance and land fire 1.1.2. Activities: Fertilizing/Manuring <ol style="list-style-type: none"> 1.1.2.1. Potential Mitigation Options: <ul style="list-style-type: none"> • Effective fertilizing based on dosages and recommendation from Agronomy Department • No Fertilizing on Rainy • No Fertilizing on Riparian Zone

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		<ul style="list-style-type: none"> Socialization to Worker the policy of Fertilizing in Company <p>Also, the Certificate Holder report to RSPO regarding emission in Palm Plantation by using RSPO PalmGHG version 4.0. The PalmGHG report refer to appendix within this report.</p>	
Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills			
Criterion 6.1			
Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	<p>Company has conducted Social Impact Assessment (SIA) collaborated with "Fakultas Kehutanan IPB", in November 2012. Social impact assessment was conducted by FGD (Focus Group Discussion) method to five villages (Village of Tumbang Keminting, Tumbang Panyahuan, Tanah Haluan, Tanjung Jaringau and Tumbang Sangai). The assessment done in November 2012, including the results and conclusions of FGD and also list of attendance is available.</p> <p>Potential social impacts assessed including accessibility, business opportunity and employment opportunity, village land availability were getting smaller, converting rubber plantation of local community to become oil palm plantation following the business of PT AWL as palm oil plantation and mill, reducing hunting area of local communities, land conflict between company and local communities and among local community due to the increasing land value.</p> <p>The local communities was involved in SIA process and result incorporated in "Rencana Kelola Sosial- Social Management Plan", consists of programme, activity, opportunity, strategic, result and timeline. Social issues and program are managed under CSR Department The report documents are available. The RKL/RPL is reported periodically to the Environment Agency of Kotawaringin Timur Regency.</p>	Comply
6.1.2	There shall be evidence that the assessment has	Social impact assessment was conducted with the participation of the affected	Comply

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<p>been conducted with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>parties in five villages (Village of Tumbang Keminting, Tumbang Panyahuan, Tanah Haluan, Tanjung Jaringau and Tumbang Sangai). The method of participatory way is FGD (Focus Group Discussion) which is done in November 2012. The result of FGD, list of attendance was available. The participants are representative enough to cover the entire activity of the company. The results of the FGD become one of the inputs in developing a mitigation and social impact management plan.</p> <p>The company holds meetings once a month formally with the local communities surrounding plantation to get input from them regarding SIA. Minutes of meeting, attendances list and photographs are available as evidence. The participant are representative enough to cover the entire company activity. The participant for each meetings were varied and come from surrounding society. If there is major issues from the meeting, it will treat as an input to revise the mitigation plan and management plan of SIA. However, during audit, there is no major issues raised from the meeting result.</p>	
<p>6.1.3 Plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones, based on social impact assessment, through consultation with the affected parties, shall be available, documented and timetabled, including responsibilities for implementation.</p> <p>- Major compliance -</p>	<p>Based on the "Social Governance Plan" document published in conjunction with the SIA Report in November 2012, a review has been made per two years, the last period is period IV (January 2017 - December 2018). There are several management plans to mitigate the social impacts caused by plantation activities in PT AWL. Social Management Plan aims to reduce the social impact of the case, i.e:</p> <ul style="list-style-type: none"> a. Completion of land tenure, boundaries, namely: Completion compensation, participatory land mapping, dissemination and advocacy carried out in 2011. Management of impact: <ul style="list-style-type: none"> - Improving the quality of education the employee's family and around local community. - Provide scholarships, i.e in March 2018 to as many as five elementary school students to 80 students, SMP to 10 students and SMA to 20 students. 	<p>Comply</p>

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		b. Impaired environments such as river water become turbid. The impact of management: such as training and provision of clean water supply. (Village Tumbang Panyahuan, Tanah Haluan and Tumbang Keminting.	
6.1.4	The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties. - Minor compliance –	Based on the "Social Governance Plan" document published in conjunction with the SIA Report in November 2012, a review has been made per two years, the last review for period IV (January 2017 - December 2018) and for next review would be in 2019. In the review of the SIA report also involves the participation of affected parties. Consultations involving affected parties/communities were conducted using direct interviews: conducted on 20 November 2017 (interviews with 15 community leaders and village heads) and an open discussion on 24 November 2018 (attended by 24 community leaders and village heads).	Comply
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance –	Scheme smallholders is in progress now, the company have obtained approval from Regent Kotawaringin Timur in form "Arahan Lokasi" as letter no. No. 525.26/099/EKSDA/II/2014, dated 13 February 2014 with total area 2,175.41 Ha is located in Bukit Santuai District. PT Agro Wana Lestari has made a cooperation with the communities, related to the formation and establishment of smallholder cooperative (Agreement for Management of Plasma Plantation). The deal with some of the cooperatives, namely: 1) Agreement with Koperasi Santuai Jaya in Village Tumbang Panyahuan on 28 August 2015 2) Agreement with Koperasi Haluan Jaya in Village Tanah Haluan on 24 March 2015 3) Agreement with Koperasi Patahu Manuah in Village Tumbang Keminting on 24 March 2015 4) Agreement with Koperasi Payang Mandiri in Village Tumbang Payang on 24 March 2015	Comply

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		5) Agreement with Koperasi Tewai Hara Makmur in Village Tewai Hara on 24 March 2015 6) Agreement with Koperasi Tilap Mandiri Sejahtera in Village Tumbang Tilap on 24 March 2015 On 17 January 2017, disseminating located in Koperasi Haluan Jaya to the surrounding community in Village Tanah Haluan.	
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 -	Procedure for communication with local communities is part of SOP No. IMS-P06; Communication, rev. 02, dated 1 December 2012. Both of internal and external communication mechanism has been described in this procedure. Record of meetings is available and maintained.	Comply
6.2.2	The company shall have official(s) who is responsible for consultation and communications with parties. - Minor compliance -	The company has appointed "Humas-Hubungan Masyarakat"–Public Relation as dedicated person responsible for consulting and communicating with local communities, i.e. Head of CSR Department.	Comply
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. - Minor compliance -	List of stakeholders is available and updated in July 2018, comprise of: <ul style="list-style-type: none"> - 4 members of "Kementerian Lingkungan Hidup"- Ministry of Environmental, - 7 members of "Badan Lingkungan Hidup Kabupaten" - Environmental Agency of in Kotawaringin Timur and Seruyan Regency, - 2 members from academic institution, - 7 persons from "BKSDA/Manggala Agni/ Pemadam" – Natural resources conservation/fire-fighter, - 3 members of "Dinas Tenaga Kerja Kabupaten Kotawaringin Timur" – manpower 	Comply

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		office of Kotawaringin Timur Regency, - 5 members of NGO (WWF and OFI), - 5 officers from police force, - 3 members from Hazardous Waste Disposal contractors, - 3 personnel of Laboratory Institution.	
Criterion 6.3 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
6.3.1	The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence. - Major compliance -	The company has updated "Consultation and communication with local community" as described in no. IMS.P-06, rev. 01, effective 30 January 2015, the procedure is regulated consultation and communication process and method, who is responsible to handle complaints, and timeline. This procedure has been communicated to the local communities. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.	Comply
6.3.2	There shall be records of process and outcome of dispute resolution. - Major compliance -	The complaint and grievances, both from internal and external is documented in "Buku Komunikasi". Any complaints that arise from employees will be recorded in the HR Log book and Complaint / Informal Report Form, until September 2018, there are 14 types of employee complaints, such as: <ol style="list-style-type: none"> 1. Complaints on September 10, 2018, from an employee of the Tanah Haluan Estate, related to the settlement of industrial relations based on employment, has been responded to on September 18, 2018. 2. Complaints on September 3, 2018, from one of the employees of the Keminting Estate related to the settlement of industrial relations based on employment, have been responded to on September 13, 2018. 	Comply

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.4			
Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court. - Major compliance –	Procedures for the identification, calculation and compensation for the loss of legal or customary rights of the land have been developed, with the involvement of local community representatives and relevant agencies, which is determined in the SOP No. LCD 2.1 on Socialization dated 15 August 2011. The SOP provides guidance on the process of gaining community consent and payment mechanism agreed by communities and company. Company also holds SOP No. LCD 2.4 on Land Compensation Payment on technical aspect of payment to the land obtained by the company. No these changes of procedures since the last audit.	Comply
6.4.2	A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation. - Minor compliance –	Records of people identified and entitled to compensation are in place. Records of all compensation issues were retained. The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 1996. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims were fully documented. The outcomes to any settlements were not made public although information is readily available.	Comply
6.4.3	Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties. - Major compliance –	Copies of land compensation documents are available in General Manager Office, the documents consist of "Berita Acara Kompensasi", receipt, and photograph is available in premises. For example: - "Surat Pernyataan Pelepasan Hak dan Kepentingan Atas Tanah Dan Tanam Tumbuh" no. LC/71/TANAH HALUAN ESTATE/12/2014/05 dated 19 December 2014 on behalf of "DT" at location Tumbang Panyahuan Village, Bukit Santuai District, Kotawaringin Timur Regency for land area 5.51 Ha. - "Surat Pernyataan Pelepasan Hak dan Kepentingan Atas Tanah Dan Tanam Tumbuh" no. LC/75/SANGAI ESTATE/12/2015/09 dated 31 December 2015 on	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>behalf of "KK" at location Tumbang Keminting Village, Bukit Santuai District, Kotawaringin Timur Regency for land area 8.77 Ha.</p> <ul style="list-style-type: none"> - "Surat Pernyataan Pelepasan Hak dan Kepentingan Atas Tanah Dan Tanam Tumbuh" no. LC/71/KEMINTING ESTATE/12/2014/02 dated 5 December 2015 on behalf of "SHT" at location Tumbang Keminting Village, Bukit Santuai District, Kotawaringin Timur Regency for land area 0.70 Ha. <p>Interview with affected parties and related parties have been conducted on 23-24 January 2018 to confirmed evidence of negotiated agreement and FPIC process. During interview it was confirmed that land compensation agreement has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation.</p>	
<p>Criterion 6.5 Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>			
6.5.1	<p>Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.</p> <ul style="list-style-type: none"> - Major compliance - 	<p>The Company paid the wages of employees by minimum wage base on "Peraturan Gubernur Kalimantan Tengah No. 51 Tahun 2018, dated 21 November 2018; regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2018 Kabupaten Kotawaringin Timur", stating the 2018 minimum wage for agriculture sector sets at IDR 2,776,460 per month. Also accordance with Internal Memo no. 005/AHL-SPU/HR/XII/2018, dated 12 December 2018 related "<i>Penyesuaian upah harian bagi BHL dan SKU Tahun 2018</i>" with the wages is Rp 111,058 per day and for SKUH as Rp 105,958 (added with rice allowances according to marital status). Wages of overtime as Rp 16,049 per hour (1/173 x 2,776,460).</p> <p>Whole employees of both Estate and Mill are registered for the BPJS-Kesehatan and BPJS- Ketenagakerjaan (Jamsostek). Evidence of the last payment BPJS-Kesehatan period January 2018 and BPJS-Ketenagakerjaan December 2017 period were available. The number of employees of PT AWL including Estate and Mill are</p>	Comply

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	<p>1,461 workers.</p> <p>The company has set a wage for harvesters using a data base or FFB weight per kg averages, based on directions from the Head of the Manpower and Transmigration Office in East Kotawaringin Regency (Bag of Industrial Relations) letter no. 560,567/900/HI-Kesja/VI/2013 dated June 17, 2013 concerning the work that uses a "Piece Rate" system (bare or heavy basis / Kg), explaining that:</p> <ol style="list-style-type: none"> 1. The type of harvesting work uses a system of dividing the "Piece Rate" which is in accordance with the UMP and if it is less than the UMP then it is paid according to the work income on that day even though less than 1 HK = less than UMP / 25 2. In this system the income of workers per day is certainly determined based on the results of "Previous Calibration" achievement of workers in 7 working hours and a minimum of one working day (1 HK) = UMP / 25. 3. In the type of FFB harvesting work, the determination of the unit of wage can be carried out according to the unit of yield with the weight base system (Kg) or number of FFB, provided that there is written agreement / agreement between the employer and workers and set out in the form of Joint Agreement (PB: Perjanjian Bersama) before implementation, its must be agreed upon is the base or target to get 1 HK whose amount may not be below the District Sectoral Minimum Wage (UMSK). <p>Non Conformity:</p> <p>(1) Base on interview with the employees and document verification, that the company can not demonstrated that implementation of Piece Rate payment system (work day and work hour) has accordance with the applicable regulation.</p> <p><u>Objective evidence:</u></p> <p>Based on interviews in the field with spray employees, that wage system is based on Hectares ("Piece Rate": Unit of Results), for example:</p>	

Criterion / Indicator	Assessment Findings	Compliance																		
	<ul style="list-style-type: none"> Spraying using CDA; wages of Rp. 30,000 per Ha (workers can complete in 1 day an average of 5 hectares). Spraying using Inter 16; wages of Rp. 40,000 per Ha (workers can complete in 1 day an average of 3 Ha). <p>However, companies cannot demonstrated the determination of wages. (see Government Regulation No. 78 Year 2015 Article 16)</p> <p>The company has received a directive from the District Manpower Office. Kotawaringin Timur no. letter no. 560.567/900/HI-Kesja/VI/ 2013 dated 17 June 2013 concerning Payment of "Piece Rate" system (bunches or basis by Kg) on condition that there is agreement/ agreement between employers/company and workers first.</p> <p>Based on Government Regulation no. 78 of 2015 concerning Wages, Article 15: <i>"Penetapan besaran upah berdasarkan satuan hasil didasarkan hasil kesepakatan antara Pekerja/Buruh dengan pengusaha."</i></p> <p>However, the agreement to determine the amount of "Pieces Rate" (upah borong) wages between workers and companies cannot be shown.</p> <p>(2) Based on the document of "Daftar Hadir di Tempat Penitipan Anak (TPA) Keminting Estate" on behalf of R***a and J***a, as follows:</p> <table border="1" data-bbox="916 1091 1839 1378"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">Time</th> <th rowspan="2">Jumlah Jam</th> </tr> <tr> <th>Children Come</th> <th>Children Pick up</th> </tr> </thead> <tbody> <tr> <td>21 January 2019</td> <td>05:10:00</td> <td>14:40:00</td> <td>09:30:00</td> </tr> <tr> <td>03 January 2019</td> <td>05:10:00</td> <td>13:15:00</td> <td>08:05:00</td> </tr> <tr> <td>10 January 2019</td> <td>05:10:00</td> <td>15:03:00</td> <td>09:53:00</td> </tr> </tbody> </table>	Date	Time		Jumlah Jam	Children Come	Children Pick up	21 January 2019	05:10:00	14:40:00	09:30:00	03 January 2019	05:10:00	13:15:00	08:05:00	10 January 2019	05:10:00	15:03:00	09:53:00	
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Criterion / Indicator	Assessment Findings	Compliance	
	<p>From the table above, that there is an excess of about 1-2 hours working hours that there is no overtime payments.</p> <p>Based on the BKM dated 3, 10 and 21 January 2019, the calculation and payment of wages cannot be shown for the excess working hours.</p> <p>Document "Daftar Hadir di Tempat Penitipan Anak (TPA) Tanah Haluan Estate" there is no time input.</p> <p>Correction and corrective action plan has been made by company to address the issue, verification of its effectiveness has been verified by auditor as explain in chapter 3.4 Details of Finding.</p>		
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>Company demonstrated approval on company's regulation "Peraturan Perusahaan Tahun 2018 – 2020" as per "Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" No. KEP. 385/HI-KESJA/VIII/2018 dated 21 August 2018 regarding "Pengesahan Peraturan perusahaan PT Agro Wana Lestari". This regulation applies for the period 23/07/2018 up to 24/07/2020. "Peraturan Perusahaan" is written in Bahasa Indonesia that all employees can understand. Taken sample:</p> <ul style="list-style-type: none"> • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Eko Haryadi (Process Employee) at Bukit Santuai Mill dated December 26th, 2018 began to be effective on January 2nd, 2019. • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Yasanti Rimba (harvest worker) at PT AWL / KMS dated December 13, 2018 began to work effectively on December 13, 2018. • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Muh. Khasan Asiari (Harvest employee) at PT AWL / KMS dated December 13, 2018 began to work effectively on December 13, 2018. 	Comply
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and</p>	<p>Based on field visit, it is evident that the company has provided a good standard of housing for staff and workers. Basic need such as electricity and water supply is adequate, other social and educational facilities such as kindergarten and elementary</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance																
<p>welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>facilities, playground, clinic, cooperatives, mosques and churches are provided.</p> <p>During field visit it was found that workers housing condition was in good condition with good sanitation and cleanliness. Company performed housing maintenance regularly to keep house condition as well. During field visit auditor also interview with several workers and resident of the house, it was conformed that the workers and resident of the house are satisfied with the current housing conditions.</p> <p>Polyclinics have been approved by the Decree of the Regent of Kotawaringin Timur no. 04/TK- BP/KP3M/VI/2016, dated 10 November 2015 on behalf of PT Agro Wana Lestari Clinic. Polyclinics staffed by one doctor, two nurses and one midwife who have been certified. The medical facilities include mother and child health facilities and referral treatments to hospitals.</p> <p>School transportation by buses is also provided free by the company. Water quality tests confirmed the treated water supplied to housing is suitable for domestic use. Recreation facilities in the form of playing fields and community halls are available in all Estates.</p> <p>Up to 2017 company has been providing infrastructure and housing for employees: G10 (78 units), G4 (1 unit) and G6 (5 units), facilities of worship (mosques, churches, cafeteria and employees hall), sport facilities (football, badminton and volley ball) and also 1 unit ambulance in clinic. Company has had plan to build the housing type G10 development plan (8 units) in the near future.</p> <p>To ensure the use of clean water in the plantations, the company has been testing laboratory testing for clean water by PT Unilab Perdana; Report of Analysis no. 10401-13/LHP/XI/2016, dated 16 November 2017 base on Indonesian Health Minister Regulation of no. 416/1990; Clean water quality (sample from Sangai Estate Emplacement).</p> <p>List of public facilities of PT Agro Wana Lestari</p> <table border="1" data-bbox="869 1262 1854 1380"> <thead> <tr> <th rowspan="2">Housing/facility Type</th> <th colspan="4">Estate</th> <th rowspan="2">Qty</th> </tr> <tr> <th>Panyahan</th> <th>Tanah Haluan</th> <th>Keminting</th> <th>Sangai</th> </tr> </thead> <tbody> <tr> <td>G.10 Permanen</td> <td>18</td> <td>1</td> <td>6</td> <td>15</td> <td>40</td> </tr> </tbody> </table>	Housing/facility Type	Estate				Qty	Panyahan	Tanah Haluan	Keminting	Sangai	G.10 Permanen	18	1	6	15	40	
Housing/facility Type	Estate				Qty													
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G.10 Permanen	18	1	6	15	40													

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Criterion / Indicator		Assessment Findings						Compliance
		G04 Non Staff	1				1	
		G04 Staff	6		1		7	
		G01 JM					0	
		G01 SM					0	
		G01 GM					0	
		Barack G6 Staff		2	2		4	
		Barack G10 CWS	1	6	9	4	20	
		Semi permanen G10			2	2	4	
		GOR	1				1	
		Lapangan Bola	1	1	1		3	
		Lapangan Volley	2	2	1	1	6	
		Klinik	2	2	1	1	6	
		Ambulance	1				1	
		Masjid	2	2	1	1	6	
		Gereja	1				1	
		Kantin	1	1			2	
		Koperasi Karyawan	2	2	1	1	6	
		Bus Anak Sekolah	1	1			2	
6.5.4	There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food. - Minor compliance –	<p>Cooperative is available and providing basic need for all employees. There are a grocery shop available in Estate to provide basic needs for all employee. The price determined by cooperatives based on local market price and it is controlled by all of the member of cooperatives including workers. The company management also monitored the price controlled.</p> <p>The price determined by cooperatives was affordable and cheaper than other local grocery. It was confirmed during interview with workers; they were satisfied and feel very helpful for the cooperative grocery presence. The company provides facilities 2 bus for employees used for transport to markets.</p>						Comply
Criterion 6.6								

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Criterion / Indicator		Assessment Findings	Compliance
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>Company respects its employee right to form and join worker union as LKS Bipartit. This has been state in a company policy and established under "<i>Kebijakan Sosial</i>" dated 17/09/2017. The Social Policy is made in Bahasa Indonesia, which is understandable to all employees, as evidenced by several interviews with some employees.</p> <p>The company has formed "Lembaga Kerjasama Bipartit (LKS-Bipartit)" which approved by "Dinas Tenaga Kerja dan Transmigrasi" Kotawaringin Timur, including:</p> <ol style="list-style-type: none"> 1) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Sangai Estate with registration number 560/568/15/HI-KESJAN/V/2018. 1) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Keminting Estate with registration number 560/568/11/HI-KESJAN/V/2018. 2) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Panyahun Estate with registration number 560/568/12/HI-KESJAN/V/2018. 3) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro 	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Wana Lestari LKS-Bipartit Tanah Haluan Estate with registration number 560/568/13/HI-KESJAN/V/2018.</p> <p>4) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Bukit Santuai Mill with registration number 560/568/14/HI-KESJAN/V/2018.</p> <p>5) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Sangai Estate with registration number 560/568/15/HI-KESJAN/V/2018.</p>	
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>LKS Bipartit has conducted meeting on September 12, 2018 the meeting is related to the requirements for submission of employment for BHL to SKUH, attendance lists are available, minutes of meetings are available, and follow-up meetings have also been documented. Meetings are held once a month in each estate</p>	Comply
<p>Criterion 6.7 Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>PT Agro Wana Lestari has a policy to prohibit employment of child labor and forced labor. The policy is documented under "<i>Kebijakan Sosial</i>" dated 07/09/2017 stating "To prohibit the employment of child labor and forced labor". Based on document review and interview with workers of Bukit Santuai POM, Penyahuan Estate and Keminting Estate, there is no employee recruited less than 18 years old.</p> <p>Verification on employee list, the youngest employee recruited:</p> <ol style="list-style-type: none"> Ms. Mel****lo (Panyahuan Estate), date of birth 13/04/1998, started working on 05/08/2018 (20 years old and 4 month). 	Comply

Criterion / Indicator		Assessment Findings	Compliance																												
		2. Mr. J***go (Panyahuan Estate) date of birth 10/03/1998, started working on 19/06/2018 (20 years old and 3 month). 3. Mrs. L***s (Sangai Mill) date of birth 28/05/1998, started working on 08/11/2017 (19 years old and 5 month). 4. Mr. Rah****t (Keminting Estate) date of birth 10/01/1999, started working on 08/06/2017 (18 years old and 5 month). 5. Mrs. Si***a\ (Sangai Mill) date of birth 28/05/1998, started working on 08/11/2017 (19 years old and 5 month).																													
Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.																															
6.8.1	A company's policy on equal opportunity and treatment for work shall be available and documented. - Major compliance –	PT Agro Wana Lestari has a policy on equal opportunity and treatment for work. The policy is documented under " <i>Kebijakan Sosial</i> " dated 17/09/2017 stating " <i>Memperlakukan semua pekerja secara adil tanpa memandang gender, etnis, kebangsaan, cacat, orientasi seksual, agama, afiliasi politik, keanggotaan serikat pekerja dan umur</i> ". Based on document review and interview with workers, there are no different treatments for all employees both based on ethic or religion as well as political views. All employees was treated equally by company management and have an equal opportunity. Verification of employee data analysis of race and religion up to December 2018, i.e: Status of employees <table border="1" data-bbox="869 1214 1552 1396"> <thead> <tr> <th rowspan="2">Location</th> <th colspan="3">Status</th> <th rowspan="2">Total</th> </tr> <tr> <th>SKUB</th> <th>SKUH</th> <th>BHL</th> </tr> </thead> <tbody> <tr> <td>GM Office</td> <td>11</td> <td></td> <td></td> <td>11</td> </tr> <tr> <td>Keminting Estate</td> <td>33</td> <td>203</td> <td>183</td> <td>419</td> </tr> <tr> <td>Bukit Santuai Mill</td> <td>61</td> <td>31</td> <td>11</td> <td>103</td> </tr> <tr> <td>Panyahuan Estate</td> <td>46</td> <td>320</td> <td>119</td> <td>485</td> </tr> </tbody> </table>	Location	Status			Total	SKUB	SKUH	BHL	GM Office	11			11	Keminting Estate	33	203	183	419	Bukit Santuai Mill	61	31	11	103	Panyahuan Estate	46	320	119	485	Comply
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6.8.2	<p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.</p> <p>- Major compliance –</p>	<p>During interview with representative of worker union, workers (LKS Bipartit) and document review noted that no discrimination and all employees was treated equally by management. PT Agro Wana Lestari does not hiring migrant workers.</p> <p>Every workers has the same right to have a minimum wage, housing, PPE and</p>	Comply																																																																							

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Criterion / Indicator	Assessment Findings	Compliance
	<p>work equipment based on their jobs and position both for permanent and daily/part time workers. During field visit and interview with workers found that company provide housing and work equipment for every workers based on their jobs both for permanent and temporary/part time workers. There is no discrimination treatment to each workers.</p>	
<p>6.8.3 Records of evidence that equal opportunity and treatment for work shall be available. – Minor compliance -</p>	<p>The company has procedure for hiring workers that regulated hiring and promotion of workers are based on skill, work experiences, and job evaluation. All workers have equal opportunity and treatment for work and no discrimination. All workers are also ensured that their health is appropriate to carry out their jobs through medical examination.</p> <p>Every year company conducted employee health examination to ensure they are healthy to work in accordance with the type of each jobs. Medical surveillance has been provide the detail of the workers condition which can be used to determine if he/she is fit to work. The company conducted performance evaluation of workers annually. Last worker assessment conducted in December 2017 for the period 2017.</p> <p>Objective assessment carried out for temporary employees who had finished their period of probation, and he/she will be appointed as permanent employee if fulfill the requirements, for example:</p> <ol style="list-style-type: none"> 1) Mr. Thadeus Amin (Sangai Estate), Contract No. 011/GMO/PKWT PLT- KMS-AWL (HRD)/VIII/2017, dated 01/08/2017 valid until 30/7/2018 and on 23 September 2018 has been appointed to SKUH. 2) Mrs. Dipriono (Tanah Haluan Estate), Contract No. 259/GMO/PKWT PLT- KMS (HRD)/VII/2017, dated 30/06/2017 valid until 31/6/2018 and has been appointed to SKUH based on Surat Keterangan no. GMO/SK/AWL-KMS/VII/2018/000849 dated 1st July 2018 as permanent worker SKUH. <p>The company has the policy to rotate work among workers every 3-4 years, this is to eliminate boredom and illhealth in work. Some field workers with old age</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		rotation of work into a lighter, for example: rotation work from upkeep in to a house keeping or gardeners in the emplacement.	
Criterion 6.9			
There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –	<p>The company has a social policy established in July 2014, which includes policy on the prohibition of sexual harassment and violence. This policy was articulated by the company in cooperation with the Gender Committee to all employees.</p> <p>Based on interview with workers and Gender Committee, it was confirmed that no sexual harassment and violence occur in PT Agro Wana Lestari. The company with Gender Committee has disseminated sexual harassment policy and put banners in public area.</p> <p>The company has established a Gender Committee. "Struktur Organisasi Komite Gender PT Agro Wana Lestari" as a special institution that aims to fight for reproductive rights of women employees.</p> <p>The company also facilitates gender committee activities, to disseminate the protection of reproductive rights of female employees. The results of interviews with female employees (pesticide spraying team) indicated that they have understood the existence of gender committee, as an institution to protect their reproductive rights.</p> <p>Female employees have fully understood that during the period of maternity / nursing, the wages remains their right and paid by company. The interviews with employees in the field showed that they still want to continue working at another job that is lighter or have a period of leave during pregnancy. The company is giving maternity leave for 3 months with monthly wages and light work for pregnant and breast feeding women as revealed during interview with female workers. The company also has a policy prohibiting female workers who are pregnant and/or breastfeeding to work in a place that is in contact with agrochemical use. The company performs periodic inspection, pregnancy test and provides adequate personal protective equipment for female employees who work in places that come</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance															
		into contact with agrochemical.																
6.9.2	A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –	The company has a policy related to the protection of reproductive rights as documented in "Social Policy, March 2013" and also included in "Peraturan Perusahaan", section 21 of the menstruation leave, Article 22 related to Pregnancy Leave days, childbirth and miscarriage. The policy is "Prevent Sexual Harassment and all violence against women and protect their reproductive right"	Comply															
6.9.3	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. - Minor compliance –	"Kebijakan Sosial" dated 17/09/2017, state: "To treat all employees in equal, with no discrimination against gender, ethic, nationality, sexual orientation, religion, political affiliation and worker union membership". Specific grievance mechanism is available in place and put in the notice board and public facilities. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating grievance to company, and understood that the company maintain anonymity of complainant or whistle blower if requested.	Comply															
Criterion 6.10																		
Growers and millers deal fairly and transparently with smallholders and other local businesses.																		
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available. - Minor compliance -	The past and current FFB price is announced in Notice Board in front of mill. FFB price is based on "Hasil Rapat Tim Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Kalimantan Tengah" as follow up Decree of Governor of Central Kalimantan No.2/2013 dated 22 January 2013. Record seen is for period 1 to 31 December 2018, considering CPO price IDR 5,365.24/kg; PK price IDR 3,457.66/kg and K index 81.28%. FFB price for December 2018 are as follow: <table border="1" data-bbox="869 1216 1751 1391"> <thead> <tr> <th>Planting age (year)</th> <th>December 2018</th> <th>November 2018</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>788.04</td> <td>801.68</td> </tr> <tr> <td>4</td> <td>865.48</td> <td>881.07</td> </tr> <tr> <td>5</td> <td>943.66</td> <td>960.76</td> </tr> <tr> <td>6</td> <td>959.17</td> <td>976.65</td> </tr> </tbody> </table>	Planting age (year)	December 2018	November 2018	3	788.04	801.68	4	865.48	881.07	5	943.66	960.76	6	959.17	976.65	Comply
Planting age (year)	December 2018	November 2018																
3	788.04	801.68																
4	865.48	881.07																
5	943.66	960.76																
6	959.17	976.65																

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Criterion / Indicator		Assessment Findings			Compliance
		7	989.46	1,007.19	
		8	1,032.52	1,051.28	
		9	1,055.88	1,075.25	
		10 - 20	1,096.57	1,115.82	
		21	1,073.89	1,092.41	
		22	1,051.21	1,069.01	
		23	1,017.20	1,033.90	
		24	958,15	973,78	
		<p>FFB price also determined by company based on the supply location and transportation cost, normally company give the higher price than FFB price determined by government. For example FFB price for PT Telaga Sari Persada dated 21 – 31 January 2019 determined IDR 1,120/kg and for PT Borneo Lancar Lestari determined IDR 1,150/kg.</p>			
6.10.2	<p>Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented (where these are under the control of the mill or plantation).</p> <p>- Major compliance -</p>	<p>The FFB price is determined monthly by a Committee consisting of Government, Palm Oil Producers in the Central Kalimantan Province. The pricing mechanism is considering CPO price, PK price and K index. The committee meetings held between 12th to 16th dated of every month.</p> <p>FFB price decision made is communicated to all oil palm plantation companies and cooperatives as the price standard of certain period, using letter, fax, or sms. Pricing mechanisms for FFB and inputs/services is recorded.</p> <p>Company communicated the FFB price each week to the supplier by issuing the letter from Palm product Procurement manager. Sample seen: "Konfirmasi harga Pembelian TBS efektif per 21 January 2019" FFB price for PT Borneo Lancar Lestari period 21 – 31 January 2019 determined as IDR 1,150/kg.</p>			Comply
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</p>	<p>Based on document review and interview with contractors and FFB supplier, all parties are understood the contractual agreement they enter into. From evidence sight it was clear that contract are fair, legal and transparent. Contract are written in</p>			Comply

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Criterion / Indicator	Assessment Findings	Compliance
<p>transparent. - Minor compliance -</p>	<p>Bahasa Indonesia. Therefore can be understood by all parties. Records seen are as follows:</p> <ul style="list-style-type: none"> - "Perjanjian Jual Beli Tandan Buah Segar (TBS)" no. PTAWL/C/259.1 dated 16 August 2018 between PT AWL and Mr. SEMPUNG, for FFB supplies. The agreement valid until 20 April 2021. - "Perjanjian Jual Beli Tandan Buah Segar (TBS)" no. PTAWL/C/241.1 dated 01 October 2017 between PT AWL and Mr. Udui Siung, for FFB supplies. The agreement valid until 30 September 2019. - "Perjanjian Jual Beli Tandan Buah Segar (TBS)" no. PTAWL/C/250.1 dated 20 November 2017 between PT AWL and PT Telaga Sari Persada, for FFB supplies. The agreement valid until 22 November 2019. 	
<p>6.10.4 Agreed payments shall be made in a timely manner. - Minor compliance -</p>	<p>Payment for contractor/supplier made by Finance Department, payments are made in timely manner as evidence seen below: Payment for independent/personal supplier is made each twice a week according to contractual agreement and payment for company supplier (CV/PT) is made each month. Sample seen: "Ekternal Purchase Crop – December 2018, Supplier 57130 – Sempung" period 01 – 13 and 14 – 31 December 2018, FFB Nett 58,550, price IDR 930 & 960, total amount IDR 55,323,234. "Bank payment Voucher No. 57130", Payee name: Sempung, Bank Name: BII, Account No. 1056321177m payment date 01/08/2019, payment No. 663592, Bank Account: BII 2056***IDR-PT AWL, Bank GL Account: 101***, Amount paid: IDR 55,323,324. Bank transfer with Maybank Sampit, transcation No. 1400***, amount IDR 55,323,233; transaction purpose: FFB Sempung 1 – 31 Dec 2018; Account No. 1-056*** dated 09 Januari 2019.</p>	<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>The company has established a Community Development Programme record on Work Plan of CSR Programme period April 2018 – April 2020 (3 years programme) comprised of Relationship Building/Communication programme, Capacity Building for community programme, Livelihood programme, Health programme, Public Facility/Infrastructure programme, Contribution to Religious event & Culture, Contribution to National Day, Donation and Awareness programme.</p> <p>PT Agro Wana Lestari – Bukit Santuai POM and supply bases including Penyahuan and Keminting Estate has 1 integrated CSR’s Program. Some CSR program, including:</p> <ol style="list-style-type: none"> 1) Aid for transportation and accommodation for District Agency (such as Bappeda, Dishutbun and BPLHD). 2) Religious events: MTQ, Ramadhan and Christmas 3) Cultural and ritual events: “Tiwah Massal Kabupaten Kotawaringin Timur at Tewehara Village and Menyanggar Lewu (Mapas) 4) Medical services: free medical, free vitamin, anthelmintic & milk. 5) Water project: Water tower and piping. <p>Realization of the program CSR period 2018-2019, including:</p> <ol style="list-style-type: none"> 1) On April, September and December 2018: Providing relief religious holidays (MTQ, Ramadhan and Christmas). 2) Elementary School Tunas Agro 02, immunization is given to 60 students. 3) September 2018: Implementation of the ritual “Tiwah Massal Kabupaten Kotawaringin Timur” at Tewehara Village and Menyanggar Lewu (Mapas). 4) In August 2018; Assistance for activity “Hutan Wisata Budaya dan Sanggar Budaya Dayak”. 5) July 2018: School Children Immunization, in cooperation with the Clinic and SD 	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Tunas</p> <p>6) October 2018: Planting trees for reforestation to the School Tunas Agro 02.</p> <p>7) In April, July and November 2018: assistances for road maintenance in each village.</p> <p>8) Etc.</p> <p>The company also uses local contractors for the work and activities of the plantation, e.g.:</p> <ul style="list-style-type: none"> ▪ Transportation Agreement of Palm Kernel, SPK no. AWL/BSM/Trans PK/IV/2018/006, dated 1 August 2018 on behalf of CV Kharomah. - Transportation Agreement of Fresh Fruit unch (FFB) SPK no. Mill/GMO/TBS/IV/2018/ 00013, dated 29 November 2018 on behalf of Sempung D. Kiting. 	
6.11.2	<p>Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity.</p> <p>- Minor compliance -</p>	<p>Goodhope has a structure for scheme smallholder management, under GHU Upstream Segment-COO, with subordinate of GM Plasma and manager Plasma. For each company with scheme smallholder, managed by field assistant. Scheme smallholder of PT Agro Wana Lestari managed by Manager Plasma assisted by Assistant Plasma.</p>	Comply
<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>It was noted and confirmed during assessment that there is no form of trafficked labour and in PT Agro Wana Lestari. However, based on interviews with workers and document review, there are indications of the occurrence of forced work or not through agreement with workers, especially for work on Sundays. Where the company cannot show evidence of agreement with employees related to assignments/work on holidays (Sunday) for harvesting and spraying activities.</p>	Comply

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	<p>Non Conformity</p> <p>Based on interviews and document reviews (BKM, Payroll and Fruit Cut Books), the company applies work on official holidays (weeks), but written documents cannot be shown regarding the agreement to do work on official holidays (Sunday).</p> <p>Objective evidence:</p> <ol style="list-style-type: none"> 1. Pay Slip (Single Line) Periode Desember 2018 <table border="1" data-bbox="947 638 1868 1399"> <thead> <tr> <th rowspan="2">Employees</th> <th rowspan="2">Status</th> <th colspan="5">Date (Sunday)</th> </tr> <tr> <th>2</th> <th>9</th> <th>16</th> <th>23</th> <th>30</th> </tr> </thead> <tbody> <tr> <td colspan="7">Sangai Estate</td> </tr> <tr> <td>Bonepasius B.</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Yulianan Soli K</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Dominggus Dari</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Darwis</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stepanus</td> <td>BHL/Panen</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Upi</td> <td>BHL/Panen</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ipung</td> <td>BHL/Panen</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ilham</td> <td>BHL/Panen</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus S.U.Ng</td> <td>Loader</td> <td></td> <td></td> <td>W</td> <td></td> <td></td> </tr> <tr> <td>Mikael M</td> <td>Loader</td> <td></td> <td></td> <td>W</td> <td></td> <td></td> </tr> <tr> <td>Irma</td> <td>BHL/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Warsiyati</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Supiah</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Lilik Indayani</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Sulis Setiowati</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td></td> <td>W</td> </tr> <tr> <td>Neli Yana</td> <td>BHL/Sprayer</td> <td></td> <td></td> <td></td> <td></td> <td>W</td> </tr> <tr> <td colspan="7">Panyahuan Estate</td> </tr> <tr> <td>Yosep Malo Bulu</td> <td>BHL/Panen</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stepanus</td> <td>BHL/Panen</td> <td>W</td> <td>W</td> <td>W</td> <td>W</td> <td>W</td> </tr> </tbody> </table>	Employees	Status	Date (Sunday)					2	9	16	23	30	Sangai Estate							Bonepasius B.	BHL/Panen	W					Agustinus	BHL/Panen	W					Yulianan Soli K	BHL/Panen	W					Dominggus Dari	BHL/Panen	W					Darwis	BHL/Panen	W					Stepanus	BHL/Panen		W				Upi	BHL/Panen		W				Ipung	BHL/Panen		W				Ilham	BHL/Panen		W				Agustinus S.U.Ng	Loader			W			Mikael M	Loader			W			Irma	BHL/Sprayer				W	W	Warsiyati	SKUH/Sprayer				W	W	Supiah	SKUH/Sprayer				W	W	Lilik Indayani	SKUH/Sprayer				W	W	Sulis Setiowati	SKUH/Sprayer					W	Neli Yana	BHL/Sprayer					W	Panyahuan Estate							Yosep Malo Bulu	BHL/Panen	W					Stepanus	BHL/Panen	W	W	W	W	W	
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Lemen	BHL/Panen	W		W		W																		
Yuliana	BHL/Panen	W		W		W																		
6.12.2	It shall be demonstrated that no contract substitution has occurred. - Minor compliance -	Based on document review and interview with workers and labour union, confirmed that no contract substitution was applied in PT Agro Wana Lestari.							Comply															
6.12.3	Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available. - Major compliance -	The agreement for temporary workers is available and signed by workers. The contract contains agreements include: work condition, working time, dependents, payroll (wages detailed and deduction), benefit of the workers and consent of both parties. The contract was identical to the one signed at the time of recruitment. There is no migrant worker in PT Agro Wana Lestari.							Comply															
Criterion 6.13																								

Criterion / Indicator		Assessment Findings	Compliance
Growers and millers respect human rights.			
6.13.1	<p>A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Major compliance -</p>	<p>The company has Human Rights policy as documented in "Kebijakan Sosial", issued by Director of Sustainability on 7 September 2017. The policy stated that the company comit to treat all worker fairly without discrimination on gender, ethnic, nationality, disability, religion, political affiliation, worker union and age.</p> <p>The company has communicated this policy on 05/10/2017 to staffs, attended by 19 participants; on 11/10/2018 to worker of Penyahuan Estate, attended by 188 participants; on 19, - 21 December 2018 to worker of Keminting Estate, attended by 74 participants in total. Interview with workers during field observation on 23/01/2019 and 24/01/2019 confirmed that they understood and aware about this policy.</p> <p>Dissemination at Bukit Santuai POM on 11/09/2018 attended by 29 participants, on 16/08/2018 attended by 3 participants, on 17/08/2018 attended by 6 participants, on 06/09/2018 attended by 13 participants.</p>	Comply
Principle 7: Responsible development of new plantings			
Criterion 7.1			
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	<p>An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.</p> <p>- Major compliance –</p>	<p>PT AGRO WANA LESTARI has proposed new planting area located in Kotawaringin Timur, District Mentaya Hulu and Bukit Santuai, Villages Keminting, Tanah Haluan, Tumbang Penyahuan, Tanjung Jaringau, Tumbang Sangai, Central Kalimantan Province, Indonesia. Public notification started on 14 August 2014.</p> <p>Refer to https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari, Company has conducted Social Impact Assessment (SIA) collaborated with "Fakultas Kehutanan IPB", in November 2012. Social impact assessment was conducted by FGD (Focus Group Discussion) method to five villages (Village of Tumbang Keminting, Tumbang Panyahuan, Tanah</p>	Comply

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		<p>Haluan, Tanjung Jaringau and Tumbang Sangai). The assessment done in November 2012, including the results and conclusions of FGD and also list of attendance is available.</p> <p>Potential social impacts assessed including accessibility, business opportunity and employment opportunity, village land availability were getting smaller, converting rubber plantation of local community to become oil palm plantation following the business of PT AWL as palm oil plantation and mill, reducing hunting area of local communities, land conflict between company and local communities and among local community due to the increasing land value.</p> <p>The local communities was involved in SIA process and result incorporated in "Rencana Kelola Sosial- Social Management Plan", consists of programme, activity, opportunity, strategic, result and timeline. Social issues and program are managed under CSR Department The report documents are available. The RKL/RPL is reported periodically to the Environment Agency of Kotawaringin Timur Regency.</p>	
7.1.2	<p>Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.</p> <p>- Minor compliance -</p>	<p>The company has developed procedures of SEIA identification potential negative impact and implemented. Company has implemented environmental management system to manage impact from plantation and milling operations. The documents of "Rencana Kelola Lingkungan – Rencana Pemantauan Lingkungan" are available and in line with ANDAL document.</p>	Comply
7.1.3	<p>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.</p> <p>- Minor compliance -</p>	<p>The company has developed Scheme smallholders as part of government regulation, in term of KKPA (Kredit Kepada Koperasi Primer untuk Anggotanya). SEIA process included "KKPA project". The company on going developing scheme smallholders with supporting and manage scheme smallholer plantation.</p> <p>A register of all environmental impacts social impacts on affected communities is maintained incorporated in the ANDAL and social impact assessment.</p>	Comply
<p>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</p>			

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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 AWL is able to demonstrate a semi-detailed soil maps indicating the soil type, soil group, slope class and topographic information. The soil map carried out by Param Agricultural Soil Survey. It is known that the limitation area with slope over 25%. Based on the soil and topographic map, the company taken into account in their planning and operation.	Comply
7.2.2	Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available. - Minor compliance -	In general, there is no plantation sets on area with steep slope. Agronomy department made recommendation to implement silt pit and platform for estate block with certain slope.	Comply
Criterion 7.3			
New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.			
7.3.1	There shall be evidence that no new plantings 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). - Major compliance –	From the NPP summary report and land Use Change Analysis report it can be demonstrated that there is no primary forest within the concession area of PT Agro Wana Lestari. Land cover between period November 2005 – November 2007 based on Land use change analysis consist of: shrubs, Grassland/bushes, community mixing plantation, open land, community ruber plantation and secondary forest. HCV assessment has been conducted on August 2008 by EM&M Consultant (Charlie Ross). Reidentification was being done by Institut Pertanian Bogor on October 2009. The company has planted some of areas after November 2005, however the company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirm "PASS" with liability 0 ha/zero liability. The RSPO compensation panel has agreed to close PT AWL compensation case on 12 February 2016. Organization has been established management program of HCV to maintain and enhanced the HCVs identified.	Comply

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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 Agro Wana Lestari has conducted two (2) series of HCV identification assessment. The first HCV identification in August 2008 by EM&M Consultant (Charlie Ross). Re-identification was being done by Institut Pertanian Bogor in October 2009, to produce final report on November 2011. HCV assessment involves stakeholder consultation and includes record of land-use change since November 2005.</p> <p>The company has planted some of areas after November 2005 where the HCV identification was conducted in March 2008 and October 2009. The company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirm "PASS" with liability 0 ha/zero liability. The RSPO compensation panel has agreed to close PT. AWL compensation case on 12 February 2016.</p>	Comply
7.3.3	<p>Records of land preparation and clearing dates shall be available.</p> <p>- Minor compliance –</p>	<p>Record of land preparation and clearing dates are available.</p> <p>Sample taken:</p> <ul style="list-style-type: none"> - "Berita Acara Pemeriksaan Pekerjaan dan Pemohonan Pembayaran", SPK no PLT/LKL/AWL/-04/2014/05-LC, Contractor CV Daun Mas, Job spec: Stacking in AA103 (0,8 Ha), V012 (1,1 Ha), V104 (0,6 Ha), V 105 (0,1 Ha), W08 (2,1 Ha). Dated December 2014 - "Berita Acara Pemeriksaan Pekerjaan dan Pemohonan Pembayaran", SPK no PLT/LKL/AWL/-04/2014/05-LC, Job spec: Terracing, volume 24,444.8 meters, dated December 2014. 	Comply
7.3.4	<p>An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower's relevant operational procedures. (see Criterion 5.2)</p> <p>- Major compliance –</p>	<p>Organization has established management and monitoring program of HCV to maintain and enhanced the HCVs identified. Monitoring of RTEs species and HCV areas conducted each years by the organization. Latest monitoring conducted on September 2017 in Bukit Santuai and Bukit Hawuk.</p> <p>Monitoring result shown that RTEs species still found in Bukit Santuai and Bukit Hawuk such as: Kucing Kuwuk (Felis bengalensis), Orangutan (Pongo pygmaeus) identified by nest found, Kancil (Tragulus javanicus). HCV area condition is remain</p>	Comply

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		<p>undisturb by another activity from the latest monitoring on December 2017.</p> <p>The monitoring and management of HCV, such as.</p> <ol style="list-style-type: none"> 1. Marking of HCV boundary 2. Maintenance of HCV sign board 3. Protecting of flora and fauna 4. Enrichment of HCV areas 5. Socialisation to the workforce and local communities. 6. HCV training 	
7.3.5	<p>Evidence of consultation with the affected community shall be available in order to identify the area required by such community to fulfill its basic needs, by considering the positive and negative changes to the livelihood as a result of plantation operations. Such matters shall be included in the HCV analysis and management plan (see Criteria 5.2).</p> <p>- Minor compliance –</p>	<p>The company has communicated the status of HCV in the plantation to local communities surrounding company areas, e.g. dissemination to the 7 villages on 12 – 14 December 2014 attended by 27 participants and educate to worker through dissemination which conducted continuously through master morning. Evidence of dissemination can be demonstrated such as: minutes of briefing and master morning on 24 December 2017 to employee Bukit Santuai Mill, on 9 December 2017 to worker of Penyahuan Estate, and 16 December 2017 to workers of Keminting Estate, to sprayer workers, harvester and manuring workers.</p> <p>Interview of local communities and workers confirmed that PT Agro Wana Lestari carried out awareness on HCVs to the workers and local communities.</p>	Comply
<p>Criterion 7.4 Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.</p>			
7.4.1	<p>Indicative maps showing marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided.</p> <p>- Major compliance –</p>	<p>PT AWL is able to demonstrate a semi-detailed soil maps indicating the soil type, soil group, slope class, topographic information and also identifies marginal and fragile soil. The soil map carried out by Param Agricultural Soil Survey. It is known that the limitation area with slope over 25%.</p> <p>Company has a procedure "Soil and Water Conservation" (OP/C6/06/01 dated 1 June 2006) to maintain the area with slope over 25o. The area with limitation of</p>	Comply

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		<p>slope, company has made the terracing to avoid and minimize soil erosion. Identified area with slope over 25o has been identified by company and presented in "Map of slope PT AWL".</p> <p>Mitigation plan has been made by PT AWL to minimized soil erosion, such as:</p> <ul style="list-style-type: none"> - Making terraces in the area with a slope 12° to 25°. - Slope over than 25° cannot be planted. - Preparing an U-shaped palm fronds perpendicular to the direction of contour - Planting cover crops "Mucuna bracteata" to protect the soil - Placing the erosion stake in the sloping area to monitor the rate of erosion <p>Mitigation plan has been implemented by company. During field audit and document review indicated that the mitigation plan has well implemented.</p>	
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 –	Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat or other problem soil identified within PT AWL plantation.	N/A
<p>Criterion 7.5</p> <p>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.</p>			
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	<p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 2008. The records</p>	Comply

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	ratified by these local peoples (see Criteria 2.2, 2.3, 6.2, 6.4 and 7.6) - Major compliance –	include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.	
Criterion 7.6			
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 –	The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available. The compensation process initiated through FPIC approach in line with AMDAL document preparation.	Comply
7.6.2	A procedure for identifying people entitled to compensation shall be available. - Major compliance –	Records of people identified and entitled to compensation are in place.	Comply
7.6.3	Records of calculation system and distribution of fair compensation shall be available. - Major compliance –	The documented procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented. The compensation is calculated using government guidelines for land and crop values. This is already implemented. Details of negotiation settlements, including detail of compensation (land compensation, improvement compensation, crops compensation) are held in file "Agro Wana Lestari Land Compensation" since the development of the estate in 2008.	Comply
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development.	Details of negotiation settlements, including detail of compensation (land compensation, improvement compensation, crops compensation) are held in file "Agro Wana Lestari Land Compensation" since the development of the estate in 2008.	Comply

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Criterion / Indicator		Assessment Findings	Compliance
	- Minor 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 –	Records of people identified and entitled to compensation are in place. Records of all compensation issues are retained. The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 1996. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.	Comply
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 –	Scheme smallholders in progress now, the company have obtained approval from Bupati Kotawaringin Timur "Arahan Lokasi" as letter no. No. 525.26/099/EKSDA/II/2014, dated 13th February 2014 with total area 2,175.41 Ha is located in Bukit Santuai District.	Comply
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 Agro Wana Lestari demonstrates procedure for emergency fire response to prevent and extinguish fire. The prevention of fire through regular fire patrol, eather forecasting and fire danger potential, construction of fire tower, firefighting simulation/drills, preparing and maintaining fire extinguisher, improve employees awareness. PT Agro Wana Lestari has implemented a zero burning policy since the start of the oil palm development. Burning is not allowed and there is no evidence of burning. Policy on Land clearing without burning, Reference number: OP/C2/06/01 dated 1 June 2006; this policy applies for all new planting and replanting areas. PT Agro Wana Lestari has fire mitigation officer, namely "Tim Tanggap Darurat"	Comply

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Criterion / Indicator		Assessment Findings	Compliance
		(Emergency Response Team), team is trained and experienced for fire mitigation, this team is included in the P2K3 officer which has been approved by "Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" No.KEP.560.566/283/KEP/ WAS.KK/P2K3/X/2014. Firefighting team has been established and trained. Firefighting infrastructures/tools are in place and ready-to-use. Any fire incident/firefighting activity occurred, recorded and reported to relevant authorities.	
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance –	The company is using mechanical method for land clearing. During this surveillance in January 2019 there is no replanting.	Comply
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 –	The company has identified and estimated of GHG and the company has gone through NPP process in 2014 and the company has submitted "Carbon Stock Assessment" to the RSPO.	Comply
7.8.2	Records of a plan to minimize net GHG emissions shall be available. - Minor compliance –	PT Agro Wana Lestari has established procedures for Greenhouse Gas Mitigation and Calculation (SOP.EHS.MIT-01 Rev 00), dated 4 May 2015. The procedure describes the inventory of GHG emissions such as emissions from the FFB transport process, the use of fossil fuels, production process of CPO and FFB and agrochemical use. PT Agro Wana Lestari has defined greenhouse gas mitigation strategies as well,	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>covering:</p> <ul style="list-style-type: none"> - Not conduct planting oil palm in HCV areas. - Not conduct land clearing in a particular area of peat which refers to the Agronomy policy chapter 24 - organic planting soil. - Not perform planting in certain degree slope refer to Agronomy policy chapter 06 - soil conservation and terracing. - Implement environmental management and monitoring plan in accordance with the approved environmental documents by related agencies. - Implement best agriculture practices in plantation management, e.g. planting legume cover crop, selective spraying, periodic environmental monitoring. <p>Mitigation plan presented in "Green House Gases Emissions and Mitigation Strategies and Reduction Targets PT Agro Wana Lestari". Mitigation plan consist of:</p> <ul style="list-style-type: none"> • Efficient use of Fertilizer, includes: effective fertilizing based on dosage and recommendation from agronomy department, • No fertilizing in rainy day, no fertilizing on riparian zone, dissemination to worker regarding company policy related fertilizing. <p>Integrating best management practise and innovation of technology in GHG emission reduction, includes: Composting practise to minimize chemical fertilizer, zero burning land clearing technique, integrated pest management to reduce chemical usage for pest control.</p>	
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.			
8.1.1	The action plan for monitoring shall be available, based on a consideration of the social and	Internal audit for RSPO conducted once a year to monitor implementation of Principles and Criteria. The Certificate Holder carry out an internal audit based on	Comply

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Criterion / Indicator	Assessment Findings	Compliance
<p>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>unit (Estate and Mill) separately. Documented record of internal audit sighted are:</p> <ul style="list-style-type: none"> - Penyahuan Estate, conducted on 5th March 2018. Assessor: EHS team. Result: three NC’s identified, such as: found hazardous waste at landfill, incomplete PPE usage for harvester and fertilizer storage roof leak. - Tanah Haluan Estate, conducted on 6th March 2018. Assessor: EHS team. Result: zero non-compliances. - Bukit Santuai Mill, conducted on 7th March 2018. Assessor: EHS team. Result: one NC identified i.e: First Aid kit not founded at Composting area. <p>All the corrective action for these NC’s raised is already closed.</p> <p>Management Review of Envionmental Management and Occupational Health & Safety, dated 9 March 2018, location in GMO Meeting Room PT AWL, was attended by General Manager, Plantation Manager, HRD, Company Doctor. Agenda on Management Review, such as:</p> <ul style="list-style-type: none"> - Follow up action of previoius management review meeting - Obective, Target and Program related to EHS - Result of internal audit and status of corrective & preventive actions - EHS performances - Status of Accidents Investigation - Environmental issues communication, complaints, participation and consultations. <p>Social Impact:</p> <p>Company has develop the CSR program regularly. CSR Porgram Realization in period 2018-2019, including:</p> <ol style="list-style-type: none"> 1) On April, September and December 2018: Providing relief religious holidays (MTQ, Ramadhan and Christmas). 2) Elementary School Tunas Agro 02, immunization is given to 60 students. 	

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> 3) September 2018: Implementation of the ritual "Tiwah Massal Kabupaten Kotawaringin Timur" at Teweihara Village and Menyanggar Lewu (Mapas). 4) In August 2018; Assistance for activity "Hutan Wisata Budaya dan Sanggar Budaya Dayak". 5) July 2018: School Children Immunization, in cooperation with the Clinic and SD Tunas 6) October 2018: Planting trees for reforestation to the School Tunas Agro 02. 7) In April, July and November 2018: assistances for road maintenance in each village. 	

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Appendix B: Approved Time Bound Plan

Based on RSPO Certification Plan – Goodhope Asia Holdings Ltd, Time Bound Plan For All Business Units, dated October 3rd 2018.

Name of Company	Address	Time bound for certification	Status as October 2018
PT. Agro Indomas (Central Kalimantan)	Seruyan Regency, Central Kalimantan Province, Indonesia	2012	Certified on 18 September 2012
PT. Rim Capital	Hanau and Danau Sembuluh District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2015	Certified in March 2015 (No mill, its supply base to Terawan Mill (PT. Agro Indomas – Central Kalimantan))
PT. Agro Indomas (East Kalimantan)	Sepaku District, Penajam Paser Utara Regency, East Kalimantan Province, Indonesia	2020	Changed from 2019 to 2020 due to waiting for the HGU Finalization
PT. Agro Bukit (Central Kalimantan)	Mentaya Hilir District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2015	Certified on 4 December 2015
PT. Agro Wana Lestari	Mentaya Hulu and Bukit Santuai District, Kotawaringin Timur regency, Central Kalimantan Province, Indonesia	2015	Certified on 5 April 2016
PT. Karya Makmur Sejahtera	Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2020	Changed from 2018 to 2020 due to waiting for the HGU Finalization
PT. Agrajaya Baktitama	Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia	2021	Will be the supply base of PT. BMS Mill
PT. Batu Mas Sejahtera (PT. BMS)	Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia	2020	The Mill will be commissioned in 2019.
PT. Sawit Makmur Sejahtera (PT. SMS)	Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia	2022	Will be the supply base of PT. BMS Mill
PT. Sumber Hasil Prima (PT. SHP)	Serawai District, Sintang Regency, West Kalimantan Province, Indonesia	2021	The Mill will be commissioned in 2019
PT. Sinar Sawit Andalan (PT. SSA)	Ambalau District, Sintang Regency, West Kalimantan Province, Indonesia	2022	Will be the supply base of PT. SHP Mill

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PT. Nabire Baru	Yaro District, Nabire Regency, Papua Province, Indonesia	2020	Changed from 2018 to 2020 due to waiting for the HGU Finalization
PT. Sariwana Adi Perkasa	Yaur District, Nabire Regency, Papua Province, Indonesia	2020	Will be the supply base of PT. Nabire Baru
PT Agro Bina Lestari	Nanga Serawai District, Sintang Regency, West Kalimantan Province, Indonesia	2022	Curently still under development

Appendix C: GHG Reporting Executive Summary

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

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

The summary of the Net GHG emitted in **2018** for **Bukit Santuai POM** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.97
PKO	0.97

Extraction	%
OER	24.99
KER	4.51

Production	t/yr
FFB Process	297,665.8
CPO Produced	74,376.35
PK Produced	13,424.43

Land Use	Ha
OP Planted Area	10,438.8
OP Planted on peat	0
Conservation (forested)	1,650.57
Conservation (non-forested)	0
Total	12,089.37

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	78,243.85	0.59	46,161.50	0.42	0	0	124,405.35	1.01
CO ₂ Emission from fertilizer	7,069.95	0.05	4,134.12	0.04	0	0	11,204.07	0.09
NO ₂ Emission	10,647.42	0.08	3,245.57	0.03	0	0	13,892.99	0.11
Fuel Consumption	5,231.92	0.04	3,319.98	0.03			8,551.90	0.07
Peat Oxidation	0	0	0	0	0	0	0	0
Crop Sequestration	-56,592.61	-0.43	-41,132.65	-0.37	0	0	-97,725.26	-0.80
Conservation Sequestration	-22,908.77	-0.17	-11,987.94	-0.11	0	0	-34,896.71	-0.28
Total	21,691.76	0.16	3,740.58	0.04	14,657.94**	0	25,432.34	0.20

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	43,345.18	0.15
Fuel Consumption	1,008.53	0

Grid Electricity Utilisation	532.26	0
Credit		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	44,885.97	0.15

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO₂e
PK from own mill	Mill has no kernel crusher operation
PK from other source	Mill has no kernel crusher operation
Fuel Consumptions	Mill has no kernel crusher operation
Total Crusher emissions	Mill has no kernel crusher operation

*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	30
Divert to anaerobic diversion (%)	70

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

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	Compliance (Yes / No or N/A) For any N/A raised, justification is required.
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.	PT Agro Wana Lestari – Bukit Santuai POM is part of the RSPO supply chain, as the organization takes legal ownership and physically handles RSPO Certified Sustainable oil palm products – therefore this requirements is applicable.	Yes
5.1.2	Traders and distributors require a licence obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.	PT Agro Wana Lestari – Bukit Santuai POM is not a trader or distributors, therefore this indicator is not applicable.	N/A
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	PT Agro Wana Lestari – Bukit Santuai POM is subsidiary of Goodhope Asia Holdings Ltd, with RSPO membership number 1-0175-14-000-00, member since 2 December 2014. The site has RSPO IT Platform ID, that is RSPO_PO1000003927.	Yes

5.1.4	Processing aids do not need to be included within an organization's scope of certification.	PT Agro Wana Lestari – Bukit Santuai POM does not include any processing aid into scope of certification.	
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.	The site is a palm oil mill that uses RSPO supply chain model Mass Balance, therefore they can process FFB from certified and non certified sources. The site aware that they can only claim their product (CPO and PK) as Mass Balance.	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 Agro Wana Lestari – Bukit Santuai POM only uses RSPO supply chain system model Mass Balance.	Yes
5.3. Documented Procedures			
5.3.1	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: <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. 	The site has documented procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017 covering: receiving of FFB certified and non-certified, identification of FFB certified and non-certified processed, Record of FFB certified and non-certified received, CPO and PK Certified and non-certified produced. The procedures are complete and up to date covering the implementation of all the elements of the supply chain model Mass Balance requirements.	Yes
	<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). 	The site has maintained complete and up to date records and report that demonstrated compliance with the RSPO Supply Chain model Mass Balance, among others: <ul style="list-style-type: none"> - Surat Pengantar Buah (FFB Delivery Note) - Weightbridge ticket - FFB Arrival for monthly period - Mass Balance report. 	Yes

		- Attendance list of RSPO Supply Chain training dated 05/11/2018 attended by 24 participants.	
	<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. 	The procedure has defined the person having overall responsibility for and authority over the implementation of RSPO Supply Chain model Mass Balance and compliance with all applicable requirements. The person is the Mill Manager (Mr. Zulham). During audit the mill manager able to demonstrate awareness of the organization's procedures for the implementation of this RSPO Supply Chain Standard.	Yes
5.3.2	The site shall have a written procedure to conduct annual internal audit to determine whether the organization;	The site has documented procedure of Internal Audit as in Document number IMS.P-13 dated 16 March 2015. The procedure described scope of internal audit covering ISO 14001, OHSAS 18001, ISPO, RSPO P&C, RSPO Supply Chain Certification Standard and RSPO Rules on Market Communication and Claims. Internal audit performed minimum twice a year each department. Latest internal audit carried out on March 2018 and previously on July 2017.	Yes
	i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.		
	ii) effectively implements and maintains the standard requirements within its organization	The site conduct annual internal audit on 7 March 2018 at location office, mill process, WTP, workshop, chemical storage and hazardous waste storage, with standard audited ISO 14001, OHSAS 18001, ISPO and RSPO. There are 5 finding during the internal audit, mostly regarding safety and environment aspect. All findings have been effectively addressed during this assessment and the status is Closed.	Yes
5.4. Purchasing and goods in			
5.4.1	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: <ul style="list-style-type: none"> • The name and address of the buyer; 	The site received FFB from certified and non-certified source. Certified source consist of own crop from Penyahuan Estate (4 Division), Keminting Estate (4 Division), Tanah Haluan Estate (3 Division) and Sangai Estate (3 Division). Non-certified source there are Group Crop, consist of Plasma Haluan Jaya, PT KMS – Purang Estate and Tewehara Estate; and Outside Crop, consist of CV Santuai Megah Karya Illahi, Sempung, Ali Rahman, Udui Siung, Harnes, Marsitae, Yanson Leman, and PT Telaga Sari Persada.	Yes

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<ul style="list-style-type: none"> • 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>Document "Surat Pengantar Buah" and Weighbridge Ticket described indentiy and location of FFB source, e.g:</p> <p>Certified FFB:</p> <p>Keminting Estate:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 16/01/2019, Division II, Block E 28 Keminting Estate, quantity 878 Bunches, Nett weight 4,960, vehicle No. KH8970FP, Driver: Syamsudin - WB Ticket No. 000291968, dated 16/01/2019, Block KMA E28, Bunches 878, Nett weight 4,960 kg, vehicle No. KH8970FP, Driver: Syamsudin <p>Sangai Estate:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 16/01/2019, Division I, Block X03 & Y07 Sangai Estate, quantity 918 Bunches, Nett weight 6,970 kg; vehicle No. KH8024LN, Driver: Wahyudi - WB Ticket No. 000291933, dated 16/01/2019, Block SN X03 & SN Y07, Bunches 918, Nett weight 6,970 kg, vehicle No. KH8024LN, Driver: Wahyudi <p>Non certified FFB:</p> <p>Sempung:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 18/01/2019, Origin: Petani Candoh - Sempung, quantity 100 Bunches, Nett weight 820 kg; vehicle No. KH8898FN, Driver: Wawan - WB Ticket No. 000292313, dated 18/01/2019, Supplier: Sempung, Bunches 100, Nett weight 820 kg, vehicle No. KH8898FN, Driver: Wawan <p>Udui Siung:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 19/01/2019, Origin: Petani H. Sahril – Udui Siung, quantity 618 Bunches, Nett weight 6,370 kg; vehicle No. KH9950FD, Driver: Said - WB Ticket No. 000292313, dated 19/01/2019, Supplier: Udui Siung, Bunches 1618, Nett weight 6,370 kg, vehicle No. KH9950FD, Driver: Said <p>Purang Estate:</p>	
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		<ul style="list-style-type: none"> - Surat pengantar Buah dated 06/01/2019, Division I, Block F45 Purang Estate, quantity 560 Bunches, Nett weight 6,220 kg; vehicle No. KH8924FN, Driver: Simon. - B Ticket No. 000289099, dated 06/01/2019, Block PRF45, Bunches 560, Nett weight 6,220 kg, vehicle No. KH8924FN, Driver: Simon 	
	<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). 	Information are complete and presented in couple document, e.g. "Surat Pengantar Buah" and Weighbridge Ticket.	Yes
	<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. 	The site has ensure that the FFB are certified based on the source of FFB. The certified FFB only come from their own estate, which are Penyahuan Estate (4 Division), Keminting Estate (4 Division), Tanah Haluan Estate (3 Division) and Sangai Estate (3 Division). Other than that are non-certified.	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 are need not to check the certificate validity of the FFB source, because it is under PT Agro Wana Lestari – Bukit Santuai 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 	The site has never purchased any certified FFB from traders or distributors.	Yes

	confirmation of shipping announcements / announcements.		
5.4.2	The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.	The documented procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017 has mentioned mechanism for handling non conforming oil palm product and/or documents.	Yes
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 independent mill 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 site operate subcontractor for CPO and PK transporter, consist of:</p> <ul style="list-style-type: none"> - CV JV Borneo (JVB); Address Jl. MT Haryono Perum Borobudur; Contact Purba. - CV Bintang Santuai; Jl. Teluk Sambas; Sempung D. Kiting. - CV Karya Mandiri Lestari; Jl. H Abdul Rasyid; H. Ahmad Firdaus. - CV Jose; Jl Tumbang Sepayang; Mukmin. - CV Santuai Megah Karya Illahi; Desa Tumbang Penyahuan; Rio Septianto - CV Kharomah, Jl. Gunung Bromo; Arif. <p>The documented procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017, has described mechanism that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard.</p>	Yes
5.5.2	Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:	The site has legal ownership of the CPO and PK delivered by the independent third party.	Yes
	<p>a. The site has legal ownership of all input material to be included in outsourced processes;</p> <p>b. The site has an agreement or contract covering the outsourced process with each contractor</p>	PT AWL have contract/agreement with all the independent third party transporters for CPO and PK transport process. Agreement between PT AWL –	Yes

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	through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.	Bukit Santuai POM with transporters, sample seen: - CPO Transport Agreement No. AWL/BSM/TRANS CPO/III/2018/009 between CV JOSE and PT AWL, dated 1 April 2018 valid until 31 march 2019. - PK Transport Agreement No. AWL/BSM/TRANS PK/V/2018/006 between CV Kharomah and PT AWL, dated 6 April 2018 valid until 6 April 2019.	
	c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.	The documented control system defined in the procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017, has explicitly described outsourced process, e.g. transport of CPO and PK.	Yes
	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.	The site has ensure trough contractual agreement that third party willing to follow all requirements related to RSPO Supply Chain; and be further provided relevant access for CB to conduct audit if requested. sample seen: - CPO Transport Agreement No. AWL/BSM/TRANS CPO/III/2018/009 between CV JOSE and PT AWL, dated 1 April 2018 valid until 31 march 2019. - PK Transport Agreement No. AWL/BSM/TRANS PK/V/2018/006 between CV Kharomah and PT AWL, dated 6 April 2018 valid until 6 April 2019. PT AWL also has give the socialization on 6 July 2018 to transporter to comply with RSPo SCC standard and provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information.	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.	The site has recorded name and contact detail of all contractors, as follows: - CV JV Borneo (JVB); Address Jl. MT Haryono Perum Borobudur; Contact Purba. - CV Bintang Santuai; Jl. Teluk Sambas; Sempung D. Kiting. - CV Karya Mandiri Lestari; Jl. H Abdul Rasyid; H. Ahmad Firdaus. - CV Jose; Jl. Tumbang Sepayang; Mukmin. - CV Santuai Megah Karya Illahi; Desa Tumbang Penyahuan; Rio Septianto - CV Kharomah, Jl. Gunung Bromo; Arif.	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.	The site committed to inform CB related name and contact details of any new contractors as mentioned in Procedure "Ensuring Traceability of RSPO Certified Product".	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; • 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>During this period of assessment, PT Agro Wana Lestari – Bukit Santuai POM does not sell certified CPO physically and only PK certified physically sold. CPO sold as book and claim. However, sampled document and record evident have demonstrated all information are available.</p> <p>Sample seen for RSPO certified PK delivery:</p> <ul style="list-style-type: none"> - Sales contract No. SF02VIII08-00223 date of trade 03/08/2018, Seller PT Agro Wana Lestari Gd. Menara Global Lt 5 Jakarta, Buyer: Premium vegetable Oils Sdn Bhd Wisma UOA Damansara II Suite 6.03 level 6, Comodity: RSPO Mass balance Palm Kernel in Bulk, Specification: FFA 5% max, Moist 7% max, Dirt & shell 6% max; Quantity 400,000 MT - Delivery Order No. PT.AWL/VIII/2018/SF02VIII08-00223, dated 3 August 2018, Delivery estimate 23 August 2018, transporter CV Bintang Santuai & CV Kharomah, commodity: RSPO mass balance Palm Kernel in Bulk. - Summary PK Contract/SO:SF02VIII08-00223/18000011, Buyer: Premium Vegetable Oil Sdn Bhd, Sales contract No: SF02VIII08-00223, Qty contract 400 MT, period contract 25 – 31 August 2018, Total vehicle transport 47, net weight 388.60 MT. - Sample of Weighbridge ticket: <ul style="list-style-type: none"> ✓ WB Ticket No. 000255800; dated 27/08/2018; Vehicle No. K1854CH; Buyer name: Premium Vegetable Oil Sdn Bhd; Contract No. SF02VIII08-00223; PK quality: FFA 1.08, moist 6.75, dirt 6.90, broken 29.76; Nett weight 7,780 kg; Driver name: Jamin; Document No. 18000011, Seal No. 010877-78-79-80. ✓ WB Ticket No. 000255396; dated 25/08/2018; Vehicle No. KH8061LM; Buyer name: Premium Vegetable Oil Sdn Bhd; Contract No. SF02VIII08-00223; PK 	Yes

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		<p>quality: FFA 1.10, moist 7.26, dirt 5.18, broken 30.18; Nett weight 7,750 kg; Driver name: Husin; Document No. 18000011, Seal No. 010849-50-51-52</p> <p>Bill Of Lading No. SMQ/PGD-03 by Gama Bistari Sdn Bhd; dated 2 September 2018; Vessel: MV Ever Concord V.NO EC018/18, port of loading: Sampit, Port of Discharge Pasir gudang Malaysia, description goods contain: RSPO Mass balance Palm Kernel in Bulk, Gross Weight 388.600 MT</p> <p>Sample seen for CPO delivery as non certified:</p> <ul style="list-style-type: none"> - Sales contract No. SF01IX11-00248 date of trade 29/10/2018, Seller PT Agro Wana Lestari Jl. Pangeran Antasari II No. 26 Mentawa Baru Hulu, Buyer: PT Wilmar Nabati Indonesia Gedung B & G Tower Lt 9 Jl Putri Hijau No. 10 Medan Barat Sumatera Utara, Comodity: Crude Palm Oil in Bulk, Specification: FFA 4.5% max, Moist 0.5 % max, DOBI 2.31 Min; Quantity 1,000 MT - Delivery Order No. PT.AWL/XII/2018/SF01X11-00248, dated 29 October 2018, Delivery estimate 21 December 2018, transporter CV KML Transport, CV Bintang Santuai, CV SMKI, CV JOSE, CV Mitra Lintas Borneo, CV Sinar Buana & CV Flora Jaya Transport, commodity: Crude Palm Oil, Quantity 1,000 MT. - Summary PK Contract SF01X11-00248, Buyer: PT Wilmar Nabati Indonesia, Sales contract No: SF01X11-00248, Qty contract 1,000 MT, period contract 30 Dec 2018 – 04 January 2019, Total vehicle transport 118, net weight 1,003.090 MT. - Sample of Weighbridge ticket: <ul style="list-style-type: none"> ✓ WB Ticket No. 000287997; dated 01/01/2019; Vehicle No. KH8651LN; Buyer name: PT Wilmar Nabati Indonesia; Contract No. SF01X11-00248; PK quality: FFA 4.19, moist 0.24, dirt 0.02, Dobi 2.70; Nett weight 8,200 kg; Driver name: Edmon; Document No. 18000036, Seal No. 1032876-77-78. ✓ WB Ticket No. 000287665; dated 30/12/2018; Vehicle No. KH8273FN; Buyer name: PT Wilmar Nabati Indonesia; Contract No. SF01X11-00248; PK quality: FFA 4.16, moist 0.25, dirt 0.02, Dobi 2.70; Nett weight 9,980 kg; Driver name: Jayadi; Document No. 18000036, Seal No. 1032738-39-40. 	
	<ul style="list-style-type: none"> • Information shall be complete and can be 	<p>Information are presented on across a range of documents, such as</p>	<p>Yes</p>

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	<p>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>	<p>Weighbridge Ticket, Sales Contract, Delivery Order, Gate Pass Truck Kernel/CPO.</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 shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance. 	<p>During this period of assessment, PT Agro Wana Lestari – Bukit Santuai POM does not sell certified CPO physically, therefore there is no obligation to make Shipping Announcement. The site has made Credit Allocation in RSPO IT Platform (PalmTrace).</p> <p>However PK certified sold as RSPO certified physically. PT Agro Wana Lestari – Bukit Santuai POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified PK per group of shipments (DO).</p> <p>Sample seen:</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID No. TR-f52f5126-62fc for 388.6 MT PK RSPO Mass Balance; from PT Agro Wana Lestari – Bukit Santuai POM (RSPO_PO1000003927) as Seller to Buyer Premium Vegetable Oil Sdn Bhd B/L No. SMQ/PGD-03 Ship: Gama Bistari Sdn Bhd. Confirmation has been made by Buyer on 06/09/2018. 	<p>Yes</p>
<p>5.7. Registration of transactions</p>			
<p>5.7.1</p>	<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>POM is a palm oil mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product, therefore the site has been registered in RSPO IT Platform with ID number RSPO_PO1000003927.</p> <p>During this period of assessment, PT Agro Wana Lestari – Bukit Santuai POM does not sell certified CPO physically. CPO dispatched from the mill are not identified as RSPO certified product. Sales of RSPO certificates (RSPO Credits) done through PalmTrace. As seen on Transaction Report PT Agro Wana Lestari as follow:</p>	<p>Yes</p>

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		Stock Transaction ID	Date	Product	Supply Chain Model	Transaction Type	Volume
		ST-TR-ef039c72-1a59	06-07-2018	CSPO	Mass Balance	Credit Allocation	500
		ST-TR-9f1e1080-5f32	06-07-2018	CSPO	Mass Balance	Credit Allocation	500
		ST-TR-73f630a3-9e0d	09-07-2018	CSPO	Mass Balance	Credit Allocation	500
		ST-TR-8d361b96-4326	11-07-2018	CSPO	Mass Balance	Credit Allocation	500
		ST-TR-0d327803-b604	16-07-2018	CSPO	Mass Balance	Credit Allocation	500
		ST-TR-ce0c77c9-d4d9	19-10-2018	CSPO	Mass Balance	Credit Allocation	1,000
		ST-TR-1b32a508-9de1	10-01-2019	CSPO	Mass Balance	Credit Allocation	133
		ST-TR-7926884a-9fe7	10-01-2019	CSPO	Mass Balance	Credit Allocation	1,000
		ST-TR-eb180217-3908	18-01-2019	CSPO	Mass Balance	Credit Allocation	5,000

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 Agro Wana Lestari – Bukit Santuai POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified PK per group of shipments (DO).</p> <p>Sample seen:</p> <ul style="list-style-type: none"> Shipping Announcement, with transaction ID No. TR-f52f5126-62fc for 388.6 MT PK RSPO Mass Balance; from PT Agro Wana Lestari – Bukit Santuai POM (RSPO_PO1000003927) as Seller to Buyer Premium Vegetable Oil Sdn Bhd B/L No. SMQ/PGD-03 Ship: Gama Bistari Sdn Bhd. Confirmation has been made by Buyer on 06/09/2018. 	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. 	<p>The site is a Palm Oil Mill that never sold any oil palm product to supply chain actors beyond the refinery.</p>	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. 	<p>During this period of assessment, PT Agro Wana Lestari – Bukit Santuai POM does not sold certified CPO and PK under other scheme or as conventional.</p>	Yes

	<ul style="list-style-type: none"> Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements. 	The site is a Palm Oil Mill therefore does not purchase any palm oil.	N/A
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.	The organization has annual training plan based on training need identification including for RSPO Supply Chain Standard. Training plan is subjected to ongoing review. Training realization evident by training module, photograph and attendance list. The latest training of RSPO Supply Chain conducted on 05/11/2018 attended by 24 participants.	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.	Appropriate training has been provided to personnel carrying out task critical to the effective implementation of the supply chain certification standard requirements. The latest training of RSPO Supply Chain conducted on 23 December 2017, attended by 7 participants. Training is specific and relevant to task performed, e.g. Weighbridge clerk, Logistic Admin and Dispatch operator.	Yes
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.	The organization has maintained accurate, complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain requirements, as evident in FFB Arrival For The Period From 23/01/2018 to 23/01/2019.	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.	Retention time for all records and reports has been defined 5 years as on procedure Control of Records (Doc. No. IMS.P-12) dated 4 May 2015 and Procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017.	Yes
5.9.3	The organization shall be able to provide the estimate volume of palm oil/palm kernel oil content (separate categories) in the RSPO certified oil palm product and	The organization is able to provided estimate volume of CPO and PK in a year period as in Budget FY2019/2020 Production FFB, CPO and PK. The organization also keep an up to date record of the FFB volume received, CPO and PK produced	Yes

	keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.	over a period of twelve (12) month, as in Rekapitulasi Produksi TBS, CPO dan PK PT Agro Wana Lestari.	
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 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.	The site has determined and set their own conversion rates be based upon past experience defined as Oil Extraction Rate (OER) and and Kernel Extraction Rate (KER). The site has set OER for budget 2018 as 25.5% and KER as 4.3%.	Yes
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	The site has recorded actual OER and KER as in 2018 OER is 27.14% and KER is 4.75%.	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 Agro Wana Lestari – Bukit Santuai 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.	The organization has documented procedure for collecting and resolving stakeholder complain in Procedure Communication, Participation and Consultation (Doc. No. IMS.P-05) dated 4 May 2015. Complaints can be consulted with concerned related	Yes

		parties (Stakeholders), including suppliers, buyers, contractors to obtain necessary inputs related to the implementation of effective Integrated Management System including RSPO Supply Chain.	
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.	The organization has planned to conduct management review in annual basis, appropriate to the scale and nature of the activities undertaken. The latest Management Review conducted on 9 March 2018.	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 input of the Management Review meeting conducted on 9 March 2018 are as follows:</p> <ul style="list-style-type: none"> - Follow up action of previous management review meeting - Objective, target and management programs - Results of internal audit covering RSPO Supply Chain Certification Standard and status of corrective and preventive actions - Evaluation of legal compliance - Customer feedback: Communication, complaints and consultation - Changing circumstances that could affect the management system Recommendations of improvement. 	Yes
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. 	According to the minutes of management review meeting, it was noted that output of the management review meeting has been in form of recommendation for improvement and action to increase resources knowledge related to improvement of effectiveness of the RSPO Supply Chain management system and its process.	Yes

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

Requirements	Compliance
E.1 Definition	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>The company has established procedure for receiving FFB certified and non-certified sources in Procedure "Ensuring Traceability of RSPO Certified Products" Authorized by GM AWL on 16 October 2017. Due to the certified area based on block, the company has determined block number in weighbridge system and automatically will be claimed as FFB certified and other hand, the FFB from non-certified block, from plasma and from third-party suppliers classified as noncertified FFB sources.</p> <p>Verified on certified block and their percentage in the estates of HGU PT AWL, such as:</p> <ul style="list-style-type: none"> - Block in Penyahuan Estate: J-13 (93%), K-15 (50%), K-17 (57%), K-20 (97%), K-21 (44%), L-25 (77%), M-16 (99%), P-34 (96%), Q-32 (79%), R- 27 (98%). - Block in Keminting Estate: AA-24 (54%), AA-26 (97%), AA-29 (51%), AA31 (54%), AB-26 (84%), Y-15 (14%), Y-18 (39%), Z-22 (16%). - Block in Sangai Estate AC-103 (675), AD-11 (76%), X-03 (13%), Y-10 (61%), Y-051 (12%), Y-12 (42%), Y-13 (13%) Block in Tanah Haluan Estate: AA-24 (54%), Y-15 (14%), Y-18 (39%), Z-22 (16%).
E.2 Explanation	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of certified CPO and PK that could potentially produced by PT Agro Wana Lestari – Bukit Santuai Palm Oil Mill its recorded in RSPO Public Summary report, certificate and RSPO IT Paltform.</p>
<p>E.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing</p>	<p>The mill has met registration and reporting requirement as it registered in RSPO IT Platform</p>

organization (RSPO IT platform or book and claim).	(PalmTrace) with ID number RSPO_PO1000003927.
E.3 Documented procedures	
<p>E.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:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>	<p>The site has documented procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017 covering: receiving of FFB certified and non-certified, identification of FFB certified and non-certified processed, Record of FFB certified and non-certified received, CPO and PK Certified and non-certified produced. The procedures are complete and up to date covering the implementation of all the elements of the supply chain model Mass Balance requirements.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>As mentioned above, the procedure "Ensuring Traceability of RSPO Certified Products" version 2, dated 16 October 2017 has covers identification and receiving of certified and non-certified FFBs, and processing of certified and non-certified FFBs. The procedure completed with Flow Diagram of FFB received and processed. The site use RSPO Supply Chain model Mass Balance, therefore no obligation to separate physical processing of certified and non-certified FFBs.</p>
E.4 Purchasing and goods in	
<p>E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.</p>	<p>All incoming certified and non-certified FFBs were verified by the site and documented automatically in Weigh Bridge system.</p> <p>Document "Surat Pengantar Buah" and Weighbridge Ticket described identity and location of FFB source, e.g:</p> <p>Certified FFB: Keminting Estate:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 16/01/2019, Division II, Block E 28 Keminting Estate, quantity 878 Bunches, Nett weight 4,960, vehicle No. KH8970FP, Driver: Syamsudin - WB Ticket No. 000291968, dated 16/01/2019, Block KMA E28, Bunches 878, Nett weight

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	<p>4,960 kg, vehicle No. KH8970FP, Driver: Syamsudin</p> <p>Sangai Estate:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 16/01/2019, Division I, Block X03 & Y07 Sangai Estate, quantity 918 Bunches, Nett weight 6,970 kg; vehicle No. KH8024LN, Driver: Wahyudi - WB Ticket No. 000291933, dated 16/01/2019, Block SN X03 & SN Y07, Bunches 918, Nett weight 6,970 kg, vehicle No. KH8024LN, Driver: Wahyudi <p>Non certified FFB:</p> <p>Sempung:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 18/01/2019, Origin: Petani Candoh - Sempung, quantity 100 Bunches, Nett weight 820 kg; vehicle No. KH8898FN, Driver: Wawan - WB Ticket No. 000292313, dated 18/01/2019, Supplier: Sempung, Bunches 100, Nett weight 820 kg, vehicle No. KH8898FN, Driver: Wawan <p>Udui Siung:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 19/01/2019, Origin: Petani H. Sahril – Udui Siung, quantity 618 Bunches, Nett weight 6,370 kg; vehicle No. KH9950FD, Driver: Said - WB Ticket No. 000292313, dated 19/01/2019, Supplier: Udui Siung, Bunches 1618, Nett weight 6,370 kg, vehicle No. KH9950FD, Driver: Said <p>Purang Estate:</p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 06/01/2019, Division I, Block F45 Purang Estate, quantity 560 Bunches, Nett weight 6,220 kg; vehicle No. KH8924FN, Driver: Simon. - WB Ticket No. 000289099, dated 06/01/2019, Block PRF45, Bunches 560, Nett weight 6,220 kg, vehicle No. KH8924FN, Driver: Simon
<p>E.4.2 The site shall inform the CB immediately if there is a projected overproduction.</p>	<p>The site has documented procedure to inform CBs if any over-projection immediately, which is in procedure "Ensuring Traceability of RSPO Certified Products" version 2 dated 16 October 2017. The procedure stated "If there is over- projection of certified CPO and PK, Mill Manager shall immediately report formally to the RSPO Manager, who will then report it to the CBs. Currently no projected overproduction for the Mill.</p>

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E.5 Record keeping																																																													
<p>E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</p>	<p>The company has established format to record and balance all RSPO certified FFB received, and deliveries of RSPO certified CPO and PK on real-time and three- monthly basis.</p> <p>The Mill shows three-monthly basis record under “Mass Balance CPO & PK per 3 Bulan”, indicating the FFB received (certified and non-certified), initial stock (certified and non-certified), CPO and PK output (certified and non-certified), CPO and PK despatch, balance CPO and PK.</p>																																																												
<p>(b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p>	<p>All volume of CPO and PK that are delivered are deducted from positif stock in the material accounting system. During this one year period, the site never sell any RSPO certified CPO or PK physically. The site sale RSPO certificate through RSPO credit, and move the stocke in PalmTrace as Credit Allocation. As seen on Transaction Report PT Agro Wana Lestari as follows:</p> <table border="1" data-bbox="1030 829 2011 1066"> <thead> <tr> <th>Stock Transaction ID</th> <th>Date</th> <th>Product</th> <th>Supply Chain Model</th> <th>Transaction Type</th> <th>Volume</th> </tr> </thead> <tbody> <tr> <td>ST-TR-ef039c72-1a59</td> <td>06-07-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>500</td> </tr> <tr> <td>ST-TR-9f1e1080-5f32</td> <td>06-07-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>500</td> </tr> <tr> <td>ST-TR-73f630a3-9e0d</td> <td>09-07-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>500</td> </tr> <tr> <td>ST-TR-8d361b96-4326</td> <td>11-07-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>500</td> </tr> <tr> <td>ST-TR-0d327803-b604</td> <td>16-07-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>500</td> </tr> <tr> <td>ST-TR-ce0c77c9-d4d9</td> <td>19-10-2018</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>1,000</td> </tr> <tr> <td>ST-TR-1b32a508-9de1</td> <td>10-01-2019</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>133</td> </tr> <tr> <td>ST-TR-7926884a-9fe7</td> <td>10-01-2019</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>1,000</td> </tr> <tr> <td>ST-TR-eb180217-3908</td> <td>18-01-2019</td> <td>CSPO</td> <td>Mass Balance</td> <td>Credit Allocation</td> <td>5,000</td> </tr> </tbody> </table>	Stock Transaction ID	Date	Product	Supply Chain Model	Transaction Type	Volume	ST-TR-ef039c72-1a59	06-07-2018	CSPO	Mass Balance	Credit Allocation	500	ST-TR-9f1e1080-5f32	06-07-2018	CSPO	Mass Balance	Credit Allocation	500	ST-TR-73f630a3-9e0d	09-07-2018	CSPO	Mass Balance	Credit Allocation	500	ST-TR-8d361b96-4326	11-07-2018	CSPO	Mass Balance	Credit Allocation	500	ST-TR-0d327803-b604	16-07-2018	CSPO	Mass Balance	Credit Allocation	500	ST-TR-ce0c77c9-d4d9	19-10-2018	CSPO	Mass Balance	Credit Allocation	1,000	ST-TR-1b32a508-9de1	10-01-2019	CSPO	Mass Balance	Credit Allocation	133	ST-TR-7926884a-9fe7	10-01-2019	CSPO	Mass Balance	Credit Allocation	1,000	ST-TR-eb180217-3908	18-01-2019	CSPO	Mass Balance	Credit Allocation	5,000
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<p>c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)</p>	<p>All personnel and management of PT AWL-Bukit Santuai POM aware that they can only deliver Mass Balance sales from a positif stock. The mill never practiced sell short.</p>																																																												
<p>E.5.2 In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement</p>	<p>Bukit Santuai POM was not outsources activities to an independent palm kernel crush. Bukit Santuai POM sold the Palm Kernel to buyer.</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 (January – December 2018)				
No.	Month - Year	Volume of FFB from certified supply bases (MT)	Volume of FFB from uncertified supply bases (MT)	Total FFB/Month (mt)
1	Jan-18	6,461.74	10,331.03	16,792.76
2	Feb-18	6,360.51	9,579.68	15,940.18
3	Mar-18	7,994.65	12,860.54	20,855.19
4	Apr-18	8,139.06	14,086.05	22,225.11
5	May-18	9,217.16	16,434.72	25,651.87
6	Jun-18	7,758.51	15,128.24	22,886.75
7	Jul-18	9,770.38	23,182.18	32,952.55
8	Aug-18	8,277.27	19,341.39	27,618.66
9	Sep-18	8,269.70	22,304.55	30,574.25
10	Oct-18	8,378.41	19,702.54	28,080.95
11	Nov-18	7,954.91	20,350.51	28,305.42
12	Dec-18	7,765.22	18,016.89	25,782.11
TOTAL		96,347.52	201,318.31	297,665.83

B. Monthly Records of Certified CPO & PK since the last audit (January – December 2018)			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Jan-18	1,783.84	297.77
2	Feb-18	1,645.74	236.01
3	Mar-18	2,176.44	353.56
4	Apr-18	2,230.00	381.75
5	May-18	2,465.51	384.73
6	Jun-18	2,130.53	388.63
7	Jul-18	2,753.84	469.88
8	Aug-18	2,179.75	429.94
9	Sep-18	2,463.68	535.69
10	Oct-18	2,239.51	434.54
11	Nov-18	2,093.53	368.82
12	Dec-18	1,985.29	294.10
TOTAL		26,147.67	4,575.42

C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit				
No.	Buyers Name	Palmtrace Trading No	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	Premium Vegetable Oils SDN BHD	TRabe6813e-9d06	-	418.82
2	Premium Vegetable Oils SDN BHD	TR-1917b94eba3b	-	302.09
3	Premium Vegetable Oils SDN BHD	TR-31795121-0833	-	162.99
4	Premium Vegetable Oils SDN BHD	TR-8c2033c9-3183	-	408.29

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5	Premium Vegetable Oils SDN BHD	TR-91bc9223-0496	-	164.01
6	Premium Vegetable Oils SDN BHD	TR-6b40f575-9c2c	-	276.19
7	Premium Vegetable Oils SDN BHD	TRa23c3b5b-1fe4	-	293.44
8	Premium Vegetable Oils SDN BHD	TR-b53a4f65-78f4	-	401.98
9	Premium Vegetable Oils SDN BHD	TRc8d6664a-89b7	-	248.13
10	Premium Vegetable Oils SDN BHD	TRb72bc5da-886f	-	304.3
11	Premium Vegetable Oils SDN BHD	TR-3c4998c8-3f84	-	300.57
12	Premium Vegetable Oils SDN BHD	TR-a61248fced67	-	204.72
13	Premium Vegetable Oils SDN BHD	TR-4bc6ad11-aaa6	-	181.2
14	Premium Vegetable Oils SDN BHD	TR-7e618ca6-310d	-	348.62
15	Premium Vegetable Oils SDN BHD	TR-f52f5126-62fc	-	388.6
Total			-	4,403.95

D. Records of CPO & PK Sold under other schemes to Buyers since the last audit

No.	Buyers Name	Scheme Name	CPO Sold (MT)	PK Sold (MT)
1	n/a	n/a	n/a	n/a
Total		n/a	n/a	n/a

E. Records of CPO & PK Sold as conventional to Buyers since the last audit

No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
1		n/a	
Total		n/a	n/a

F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit

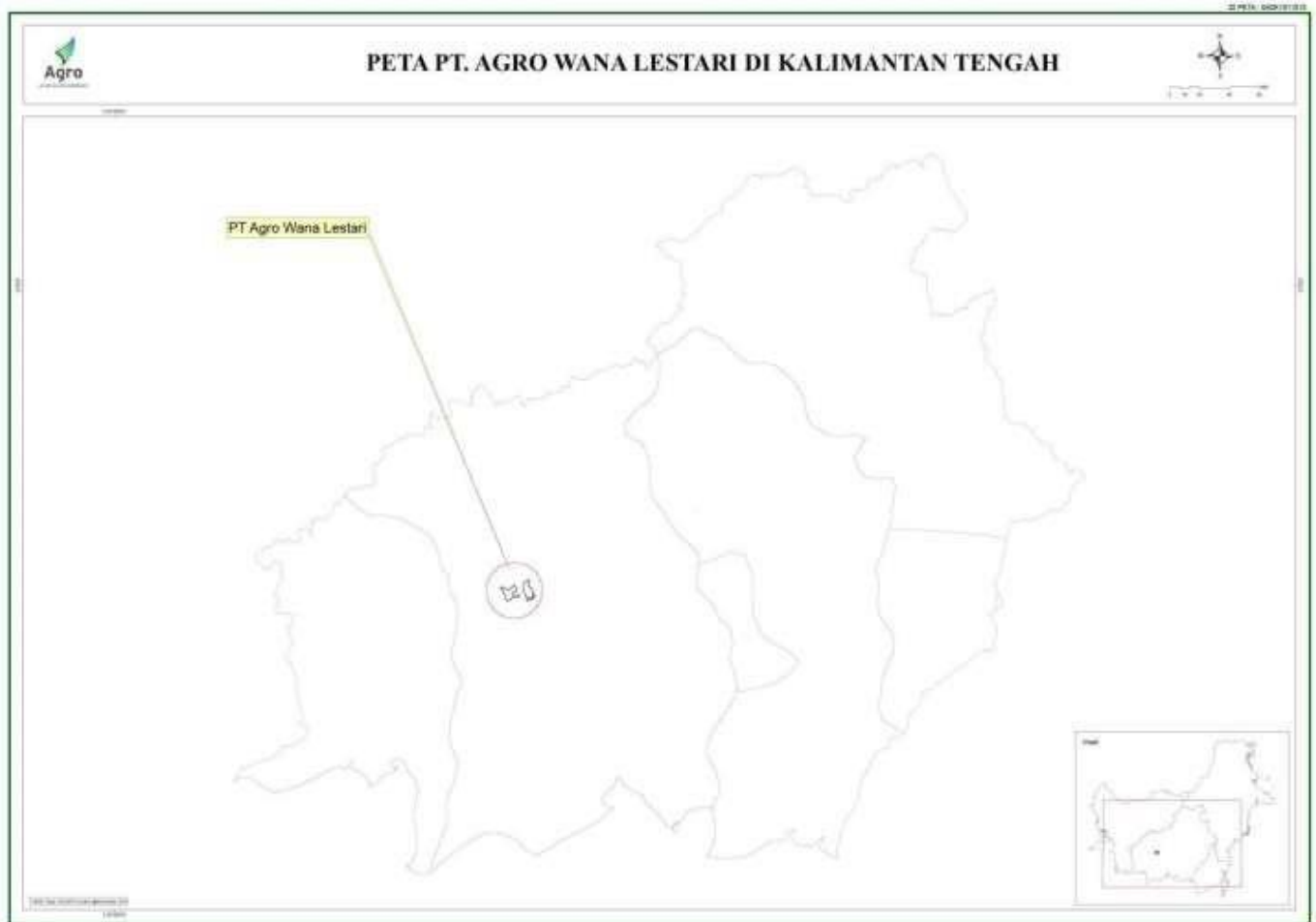
No.	Buyers Name	PalmTrace Trading No	RSPO Credits of Certified CPO Sold (MT)
1	Krispy Kreme Doughnut Corporation	ST-TR-ef039c72-1a59	500
2	Church & Dwight Co., Inc	ST-TR-9f1e1080-5f32	500
3	FRITO LAY (A DIVISION OF PEPSICO)	ST-TR-73f630a3-9e0d	500
4	FRITO LAY (A DIVISION OF PEPSICO)	ST-TR-8d361b96-4326	500
5	Amorepacific	ST-TR-0d327803-b604	500
6	FRITO LAY (A DIVISION OF PEPSICO)	ST-TR-ce0c77c9-d4d9	1,000
7	Royal Friesland Campina N.V	ST-TR-1b32a508-9de1	133
8	Puratos N.V	ST-TR-7926884a-9fe7	1,000
9	Dawn Food, Inc.	ST-TR-eb180217-3908	5,000
10	Mondelez Europe GmbH	ST-TR-c2e54799-394f	326
11	Southeast Oils & Fats Industrial	ST-TR-821d6f72-c5af	864
12	De Heus Animal Nutrition B.V.	ST-TR-b97a7a9e-83c7	5,000
13	Mondelez Europe GmbH	ST-TR-e32040f2-2b7b	2,000
14	Mondelez Europe GmbH	ST-TR-852b0717-498a	2,000
15	Schreiber Foods, Inc.	ST-TR-38b9ef8d-bba0	2,000
16	Mondelēz International AMEA PTE LTD	ST-TR-278b61ed-a4ab	1,500
17	Tyson Foods, Inc.	ST-TR-4603c2d7-cde6	1,500
Total			24,823

Appendix F: Location Map of Certification Unit and Supply bases

Map 1. Location of PT. Agro Wana Lestari – Bukit Santuai POM in Indonesia



Map 2. Location of PT. PT. Agro Wana Lestari – Bukit Santuai POM in Central Kalimantan



Appendix H: List of Smallholder Sampled

Not Applicable

Appendix I: List of Abbreviations

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