

**RSPO PRINCIPLE AND CRITERIA –  
1<sup>st</sup> ANNUAL SURVEILLANCE ASSESSMENT  
Public Summary Report**

<b>PT. Meridan Sejatisurya Plantation (FIRST RESOURCES LIMITED)</b>
Client company Address: <b>APL Tower, Central Park 28<sup>th</sup> Floor, Podomoro City Jl. Letjend S. Parman Kav.28, Grogol Petamburan, Jakarta Barat – 11470 Indonesia</b>
Certification Unit: <b>Sei Pingai POM – PT. Meridan Sejatisurya Plantation</b>
Location of Certification Unit: <b>Village of Kerinci Kanan, Kerinci Kanan Sub-District, Siak Regency, Riau Province - INDONESIA</b>

<b>TABLE of CONTENTS</b>	<b>Page No</b>
Section 1: Scope of the Certification Assessment.....	4
1. Company Details .....	4
2. Certification Information.....	4
3. Other Certifications.....	4
4. Location(s) of Mill & Supply Bases .....	5
5. Description of Supply Base .....	5
6. Plantings & Cycle.....	5
7. Certified Tonnage of FFB (Own Certified Scope).....	5
8. Certified Tonnage of FFB (from other certified unit(s)) if applicable * .....	6
9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable.....	6
10. Certified Tonnage.....	6
11. Actual Sold Volume (CPO) .....	7
12. Actual Sold Volume (PK).....	7
13. Actual Group certification Claims .....	7
Section 2: Assessment Process .....	8
2.1 Assessment Methodology, Programme, Site Visits .....	8
2.2 BSI Assessment Team: .....	9
2.3 Assessment Plan.....	11
Section 3: Assessment Findings .....	13
3.1 Normative requirement applied for this assessment: .....	13
3.2 Time Bound Plan progress for multiple management units.....	13
3.3 Progress of scheme smallholders and/or outgrowers.....	17
3.4 Details of findings.....	18
3.4.1 Status of Nonconformities Previously Identified and Observations.....	22
3.4.2 Summary of the Nonconformities and Status.....	32
Formal Signing-off of Assessment Conclusion and Recommendation.....	39
Appendix A: Summary of Findings <i>include the appropriate checklist used for assessment</i> .....	40
Appendix B: Approved Time Bound Plan .....	143
Appendix C: GHG Reporting Executive Summary.....	145
Appendix D: General Chain of Custody Requirements for the Supply Chain .....	147
Appendix E: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: <i>Mass Balance</i> ) .....	166
Appendix F: Location Map of Certification Unit and Supply bases .....	174
Appendix G: Estate Field Map .....	176

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

Appendix H: List of Smallholder Sampled – No Smallholders within this scope..... 177  
Appendix I: List of Abbreviations..... 178

## Section 1: Scope of the Certification Assessment

1. Company Details			
<b>RSPO Membership Number</b>	1-0047-08-000-00	<b>Membership Approval Date</b>	10 <sup>th</sup> March 2008
<b>Parent Company Name</b>	First Resources Limited		
<b>Address</b>	Head Office: APL Tower Central Park 28 <sup>th</sup> Floor, Podomoro City Jl. Letjend S. Parman Kav.28, Grogol Petamburan, Jakarta Barat – 11470 Indonesia		
<b>Subsidiary (Certification Unit Name)</b>	PT. Meridan Sejati Surya Plantation		
<b>Address</b>	Plantation and Mill: Village of Kerinci Kanan, Kerinci Kanan Sub-District, Siak Regency, Riau Province - INDONESIA		
<b>Contact Name</b>	Mr. Bambang Dwilaksono (Sustainability Head)		
<b>Website</b>	<a href="http://www.first-resources.com">www.first-resources.com</a>	<b>E-mail</b>	<a href="mailto:bambang.dwilaksono@first-resources.com">bambang.dwilaksono@first-resources.com</a>
<b>Telephone</b>	+62 21 2929 8888	<b>Facsimile</b>	+62 21 2929 8878

2. Certification Information			
<b>Certificate Number</b>	RSPO 634712	<b>Date of First Certification</b>	24.11.2018
		<b>Certificate Start Date</b>	24.11.2018
		<b>Certificate Expiry Date</b>	23.11.2023
<b>Scope of Certification</b>	The production of sustainable CPO and PK		
<b>Applicable Standards</b>	RSPO P&C INA-NI September 2016; RSPO Certification System, June 2017; RSPO Supply Chain Certification Standard, June 2017; RSPO Supply Chain Certification System, June 2017. (CPO Mill – Module E)		

3. Other Certifications			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
<b>EU-ISCC-Cert- ID218-20180061</b>	ISCC	Intertek	19 Mei 2020
<b>0020/MHI-ISPO</b>	ISPO	PT Mutu Hijau Lestari	22 Mar 2019

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

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates (Note for Auditors: Deg °, Minutes ', Seconds "; The format must be two decimal points) (Eg. 3° 51' 14.01" N)	
		Latitude (N/S)	Longitude (E/W)
Sei Pingai POM	Maredan Village, Tualang District, Siak Regency, Riau Province, Indonesia	0° 32' 17.11" N	101° 43' 47.54" E
Sei Pingai Estate	Maredan Village, Tualang District, Siak Regency, Riau Province, Indonesia	0° 32' 17.11" N	101° 43' 47.54" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Sei Pingai	9,654.32	0.37	284.47	9,939.16	97.13
<b>Total</b>	<b>9,654.32</b>	<b>0.37</b>	<b>284.47</b>	<b>9,939.16</b>	<b>97.13</b>

6. Plantings & Cycle							
Estate	Age (Years)					Mature**	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Sei Pingai	620,16	0	1,231.37	7,802.79	0	9,034.16	620,16
<b>Total (ha)</b>	<b>620,16</b>	<b>0</b>	<b>1,231.37</b>	<b>7,802.79</b>	<b>0</b>	<b>9,034.16</b>	<b>620,16</b>

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated ( <i>Nov2018 – Oct2019</i> )	Actual ( <i>Nov2018 – Aug2019</i> )	Forecast ( <i>Nov2019 – Oct2020</i> )
Sei Pingai	206,606	134,478.98	185,050
<b>Total</b>	<b>206,606</b>	<b>134,478.98</b>	<b>185,050</b>

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

<b>8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *</b>			
Estate	Tonnage / year		
	Estimated ( <i>Nov2018 – Oct2019</i> )	Actual ( <i>Nov2018 – Aug2019</i> )	Forecast ( <i>Nov2019 – Oct2020</i> )
	N/A	None	N/A
<b>Total</b>			

<b>9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable</b>			
Independent FFB Supplier	Tonnage / year		
	Estimated ( <i>Nov2018 – Oct2019</i> )	Actual ( <i>Nov2018 – Aug2019</i> )	Forecast* ( <i>Sep2019 – Dec2019</i> )
PT. Panca Surya Garden	-	6,164.58	1,506.85
PT. Citra Palma Kencana	-	10,602.11	4,121.90
PT. Setia Agrindo Lestari	-	8,840.75	2,729.24
PT. Setia Agrindo Mandiri	-	32,767.23	8,613.50
PT. Indogreen Jaya Abadi	-	3,768.95	1,669.91
<b>Total</b>		<b>62,143.62</b>	<b>18,641.4</b>

*\*: non-certified FFB sources is from affiliate company, the forecast recorded upto December 2019. It is planned that in 2020 other Mill will be operated at one of those companies. Therefore, FFBS will stop deliver to Sei Pingai POM.*

<b>10. Certified Tonnage</b>			
Mill Capacity: 45 MT/hr	Estimated ( <i>Nov2018 – Oct2019</i> )	Actual ( <i>Nov2018 – Aug2019</i> )	Forecast ( <i>Nov2019 – Oct2020</i> )
		FFB	FFB
	206,606	134,478.98	185,050
SCC Model: MB	CPO (OER: 22.5 %)	CPO (OER: 21,06 %)	CPO (OER: 22,00%)
	46,486.35	28,321.27	40,771
	PK (KER: 5.5 %)	PK (KER: 5,06%)	PK (KER: 5,5%)
	11,363.33	6,804.63	10,177

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

<b>11. Actual Sold Volume (CPO)</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
<b>CPO (MT)</b>	0	25,776.81	0	299.55	26,076.36

<b>12. Actual Sold Volume (PK)</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
<b>PK (MT)</b>	0	0	0	5,572.46	5,572.46

<b>13. Actual Group certification Claims</b>		
	Credit	Physical Volume (MT)
<b>IS-CSPO</b>	0	0
<b>IS-CSPKO</b>	0	0
<b>IS-CSPKE</b>	0	0

## Section 2: Assessment Process

### Certification Body:

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

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

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site surveillance assessment was conducted from **17-19 September 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 off-site assessment was conducted on **7 November 2019**. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criterias 2013 (**RSPO P&C, INA NI September 2016**) and RSPO Supply Chain Certification Standard 2017 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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



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

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**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (IAV)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 4)</b>	<b>Year 5 (ASA 5)</b>
Sei Pingai POM	x	x	x	x	x
Sei Pingai Estate	x	x	x	x	x

**Tentative Date of Next Visit: September 14, 2020 - September 16, 2020**

**Total No. of Mandays: 9 mandays on field**

**2.2 BSI Assessment Team:**

<b>Team Member Name</b>	<b>Role</b> <i>(Team Leader or Team member)</i>	<b>Qualifications</b> <i>(Short description of the team members)</i>
Yudwi Wisnu Rahmanto (YW)	Team Leader	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 9 years and has involved in auditing activities with various certification schemes. Selected training which have been followed,

		<p>such as ISO 37001:2016, ISO 45001:2018; ISO 14001:2015; ISO 9001:2015, RSPO Endorsed Lead Auditor Training Course, RSPO NEXT Lead Auditor Course, ISPO 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. During the assessment he assigned to verify Environmental aspect, HCV, waste management aspect.</p>
Eko Purwanto (EP)	Team Member	<p>He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has experience in auditing ISO 9001, ISPO, RSPO P&amp;C and RSPO SCC with SAI Global since 2012 to 2017 as Lead Auditor and sometimes as Auditor. He joined BSI Group Indonesia in August 2017 as Auditor/Lead Auditor for ISO, ISPO, RSPO P&amp;C and RSPO SCC (Client Manager/Tutor). He has been trained for lead auditor of RSPO P&amp;C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has received refreshment training of RSPO P&amp;C in May 2018 and RSPO SCC in March 2018. He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&amp;C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery.</p> <p>During the assessment he assigned to verify best practice agronomy, mill and supply chain for CPO Mill aspects.</p>
Edy Widodo (EW)	Team Member	<p>Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 &amp; Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&amp;C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016.</p> <p>During this assessment, he assessed on the aspects of transparency, social, labor and stakeholder consultation</p>

**Accompanying Persons: None**

**2.3 Assessment Plan**

Date	Time	Subjects	YWR	EP	EW
Monday, 16/09/2019	14.00 – 15.50	Flight Jakarta – Pekanbaru (GA176)	√	√	√
	15.50 – 18.50	Traveling to PT. Meridan Sejatisurya Plantation	√	√	√
Tuesday, 17/09/2019	08.00 – 08.30	Opening meeting <ul style="list-style-type: none"> <li>Auditee Speech (Introduction of PIC, Profile of Certified Management Unit)</li> <li>Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification)</li> </ul>	√	√	√
	08.30 – 12.00	Stakeholders Consultation with statutory bodies and NGO: <ul style="list-style-type: none"> <li>Environmental Agency of Siak Regency</li> <li>Labour Agency (Disnakertrans) of Siak Regency</li> <li>National Land Agency (Kantor Pertanahan) of Siak Regency</li> <li>Plantation Agency (Disbun) of Siak Regency</li> <li>WWF Indonesia, Regional Pekanbaru (if possible)</li> </ul>			√ √ √ √
	08.30 – 12.00	Field visit to <b>Sei Pingai Estate</b> : <ul style="list-style-type: none"> <li>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</li> <li>Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area)</li> <li>Implementation of Occupational Health &amp; Safety Aspect</li> <li>Implementation of Legal Aspect (Land Ownership, Legal Boundaries)</li> </ul>	√  √	√  √	
	12.00 – 14.00	Lunch Break	√	√	√
	14.00 – 17.00	<ul style="list-style-type: none"> <li>Consultation with internal stakeholders (gender committee, labor union), local contractor (if any)</li> <li>Completing checklist and document verification <b>Sei Pingai Estate</b></li> </ul>	√	√	√

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

Date	Time	Subjects	YWR	EP	EW
Wednesday, 18/09/2019	08.00 – 12.00	Field visit to <b>Sei Pingai POM</b> : <ul style="list-style-type: none"> <li>BMP for Mill Processing – site visit</li> <li>Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, Processing Activities)</li> <li>Implementation of Environmental and Waste Management Aspect (POME Pond, Empty Bunch Area, Reservoir/Intake Point, Biogas Plant – <b>if any</b>)</li> </ul> <p>Consultation with internal stakeholders (gender committee, labor union), local contractor (if any), local community at <b>Sei Pingai Estate</b>.</p>	√	√ √	√
	12.00 – 14.00	Lunch Break	√	√	√
	14.00 – 17.00	• Continued Field Visit (if necessary)	√	√	√
		• Supply Chain for Mill	√	√	√
Thursday, 19/09/2019	08.00 – 12.00	Continue audit: <ul style="list-style-type: none"> <li>Supply Chain for Mill</li> <li>Document review Mill and Estate</li> <li>Verification of Basic Information (Mill and supply bases)</li> <li>Review of previous assessment findings.</li> </ul>	√	√	√
	12.00 – 14.00	Lunch Break	√	√	√
	14.00 – 15.00	Report preparation	√	√	√
	15.00 – 15.30	Closing Meeting	√	√	√
		• Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timelie of CAR's, Conclusion)			
	• Comments, Responses and Questions				
	15.30 – 18.30	Traveling to Pekanbaru	√	√	√
Friday, 20/09/2019	11.05 – 12.55	Return flight Pekanbaru to Jakarta GA 175	√	√	√

### Section 3: Assessment Findings

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

- PT. Meridan Sejatisurya Plantation Multiple Management Units / Time Bound Plan
- RSPO P&C 2013 Generic
- RSPO Group Certification Standard 2016
- RSPO Supply Chain Certification Standard 2017
- RSPO P&C GA-NIWG 2017
- RSPO P&C INA-NIWG 2016
- RSPO P&C MY-NIWG 2014
- RSPO P&C PNG-NIWG 2017

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

Time Bound Plan		
Requirement	Remarks	Compliance
Does the plan include all current subsidiaries, estates and mills?	Yes. The First Resources Limited’s timebound plan include all estates and mills.	Yes
Have all the estates and mills certified within five years after obtaining RSPO membership?	<p>No. First Resources Limited, RSPO membership No. 1-0047- 08-000-00 since 10 March 2008.</p> <p>BSI noted First Resources Limited issued with suspension related to the certification of other management unit under its subsidiary. These events led to certification postponement for First Resources Limited and its subsidiaries. BSI have performed the RSPO Initial Certification Assessment Visit for PT. Meridan Sejatisurya Plantation on 29 June – 2 July 2015. However, upon successful certification recommendation, RSPO P&amp;C certificate cannot be issued – as restricted out by RSPO.</p> <p>The first timebound plan was to start 2015 up to 2024. Due to complaint case for First Resources Ltd. (parent company) in RSPO, causing the parent company unable to progress/fulfil the timebound plan for RSPO certification within the management units for three years (2015-2017).</p> <p>Therefore the certification targets planned for 2015-2017 cannot be achieved.</p>	Yes

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

	<p>First Resources Ltd. have permission to start certification process in 17 April 2018: "The Complaints Panel notes that</p> <p>First Resources has accepted the liability calculation by the Compensation Panel, and thereby have met the 1st milestone by completing the Land Use Change Analysis (LUCA).</p> <p>Accordingly, the Complaints Panel determines that the suspension related to the certification of the other management units of First Resources, aside from PT Limpah Sejahtera, is lifted. First Resources may proceed with their certification process.</p> <p>Notwithstanding, while proceeding with the certification process, First Resources is required to meet the 2nd (Approval of compensation concept note by the Compensation Panel) and 3rd (Approval of Remediation and Compensation Plan by the Compensation Panel) milestones no later than 6 months from the date of endorsement of the LUCA by the Compensation Panel.</p> <p>Failure to do so will be viewed severely and may lead to the suspension and eventual termination of membership."</p> <p>PT. Meridan Sejatisurya Plantation the proposed for assessment, carried out by BSI on 30 May – 1 June 2018. During 2018 assesment, audit team review the timebound plan. As the first timebound plan no longer relevant, First Resources Ltd. prepared the new timebound plan started</p> <p>2018-2027. The timebound plan as reported in public summary of PT. Meridan Sejatisurya Plantation was approved by the first certification body, PT. Mutu Agung Lestari/Mutu</p> <p>Certification whose certifying the first management unit under First Resources Ltd. – PT. Arindo Trisejahtera (May 2018).</p>	
<p>Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.</p>	<p>Yes, there are have 4 acquisitions and planned certification on 2021</p>	<p>Yes</p>
<p>Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?</p>	<p>Yes, there are have 4 acquisitions are PT Indogreen Jaya Abadi, PT Setia Agrindo Lestari, PT Setia Agrindo Mandiri, PT Citra Palma Kencana</p>	<p>Yes</p>

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

<p>Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised</p>	<p>Complaints are noted. However, the assessment for PT. Meridan Sejtisurya Plantation was part of initial certification to demonstrate commitment to timebound plan.</p> <p>First Resources Limited have demonstrated effort to resolve the complaints against its subsidiaries.</p>	<p>Yes</p>
<p>Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised</p>	<p>None</p>	<p>Yes</p>
<p>Have there been any stakeholder comments?</p>	<p>Yes. First Resources Limited received a number of comments and complaints from stakeholders/NGO for the subsidiaries: PT. Borneo Surya Mining Jaya and PT. Limpah Sejahtera.</p> <p>The case was in monitoring by RSPO Complaint Panel. RSPO gives permission for First Resources Limited to continue with RSPO P&amp;C certification process</p>	<p>Yes</p>
<p><b>Un-Certified Units or Holdings</b></p>		
<p>No replacement after dates defined in NIs Criterion 7.3:</p> <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	<p>BSI noted there was a violation against RSPO P&amp;C 7.3 in First Resources Limited’s subsidiary. It is issued with liability under RSPO Remediation and Compensation Procedure.</p> <p>First Resources demonstrate a letter from RSPO Complaint Panel in April 2018:</p> <p>“The Complaints Panel notes that First Resources has accepted the liability calculation by the Compensation Panel, and thereby have met the 1st milestone by completing the Land Use Change Analysis (LUCA).</p> <p>Accordingly, the Complaints Panel determines that the suspension related to the certification of the other management units of First Resources, aside from PT Limpah Sejahtera, is lifted. First Resources may proceed with their certification process. Notwithstanding, while proceeding with the certification process, First Resources is required to meet the 2nd (Approval of compensation concept note by the Compensation Panel) and 3rd (Approval of Remediation and Compensation Plan by the Compensation Panel) milestones, no later than 6 months from the date of endorsement of the LUCA by the Compensation Panel.</p>	<p>Yes</p>

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

	<p>Failure to do so will be viewed severely and may lead to the suspension and eventual termination of membership.”</p> <p>BSI noted First Resources Limited demonstrates commitment to comply with RSPO prerequisites prior to continuing with RSPO P&amp;C certification process.</p>	
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	First Resources Limited demonstrate effort to comply with RSPO requirements for New Planting Procedures, for new plantings since 1 January 2010. Sample seen: PT. Mitra Karya Sentosa in June 2014.	Yes
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6. The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities <a href="https://www.rspo.org/certification/remediation-and-compensation/racp-tracker">https://www.rspo.org/certification/remediation-and-compensation/racp-tracker</a> . The progress on the Liabilities shall be verified and reported.	Based on internal audit reports in First Resources Limited’s subsidiaries, there was no land conflict noted. BSI noted a land conflict in one of subsidiary of First Resources Limited. The case currently is in resolution process by RSPO Complaint Panel.	Yes
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	Based on internal audit reports in First Resources Limited’s subsidiaries, there was no labor disputes noted	Yes
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Based on internal audit reports in First Resources Limited’s subsidiaries, there was no legal non-compliance noted	Yes
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	<p>Yes. First Resources conducted internal audit and produce positive assurance statement – to comply with RSPO P&amp;C requirements. Audit team have verified the internal audit reports for newly acquisition companies in 2018 as follow:</p> <ol style="list-style-type: none"> <li>1. PT Subur Arum Makmur</li> <li>2. PT Panca Surya Agrindo</li> <li>3. PT Perdana Intisawit Perkasa</li> <li>4. PT Swadaya Mukti Perkasa</li> <li>5. PT Limpah Sejahtera</li> <li>6. PT Ketapang Agro Sejahtera</li> <li>7. PT Borneo Surya Mining Jaya</li> <li>8. PT Surya Dumai Agrindo</li> </ol>	No



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

	<p>9. PT Karya Tama Bakti Mulia          10. PT Pulau Tiga Lestari Jaya          11. PT Borneo Ketapang Permai          12. PT Mitra Karya Sentosa          13. PT Falcon Agri Persada          14. PT Citra Agro Kencana          15. PT Borneo Persada Energy Jaya          16. PT Maha Karya Bersama</p> <p>In 2018, First Resources had 4 newly acquisition companies as follow:</p> <p>1. PT. Indogreen Jaya Abadi (Riau, Indonesia)          2. PT. Setia Agrindo Lestari (Riau, Indonesia)          3. PT. Setia Agrindo Mandiri (Riau, Indonesia)          4. PT. Citra Palma Kencana (Riau, Indonesia)</p> <p>However, there is no internal audit and positive assurance statement conducted until 1<sup>st</sup> Surveillance Assessment on September 2019.</p>	
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

**3.3 Progress of scheme smallholders and/or outgrowers**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill’s initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	<p>No smallholders scheme within this scope of certification</p>	<p>N/A</p>

### 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 1<sup>st</sup> Surveillance Assessment there were Three (3) Major & One (1) Minor nonconformities raised. The PT. Meridan Sejatisurya Plantation – Sei Pingai POM Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Nonconformities has been verified for its effectiveness and closed accordingly.

<b>Summary of Total Number of Nonconformity</b>			
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1824350-201908-M1</b>	<b>Clause &amp; Category (Major / Minor)</b>	4.5.4 (f) RSPO Certification Systems for P&C. Major
<b>Date Issued</b>	19 September 2019	<b>Due Date</b>	18 December 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 November 2019
<b>Statement of Nonconformity:</b>	Positive assurance and self-assessment for uncertified management units particularly on new acquisitions against requirements are not conducted.		
<b>Requirement Reference:</b>	4.5.4 Requirements for uncertified management units  (f) A positive assurance statement is made, based upon self-assessment (i.e. internal audit) by the organization. This would require evidence of the self assessment against each requirement		
<b>Objective Evidence:</b>	<p>In accordance with Time Bound Plan 2019, First Resources Limited as RSPO Member has four newly acquisitions in 2019, there were:</p> <ol style="list-style-type: none"> <li>1. PT. Indogreen Jaya Abadi (Riau, Indonesia)</li> <li>2. PT. Setia Agrindo Lestari (Riau, Indonesia)</li> <li>3. PT. Setia Agrindo Mandiri (Riau, Indonesia)</li> <li>4. PT. Citra Palma Kencana (Riau, Indonesia)</li> </ol> <p>The new acquisitions classified as uncertified management units. Totally, there are 29 uncertified management units as subsidiaries under First Resources Limited. Self-assessment or internal audit of partial certification already conducted for 20 uncertified management units, the rest of these have not yet conducted.</p> <p>Plan for Internal Audit of Partial Certification to uncertified management units is available. The internal audit of newly acquisitions uncertified management units will planned on October 2019.</p>		

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

<b>Corrections:</b>	Sustainability team will conducting self assessment for new acquisition companies on period September – October 2019.		
<b>Root Cause Analysis:</b>	<p>First Resources as holding company acquired new companies in 2018 and its already registered to RSPO on August 2019. During registration, First Resources also submit disclosure of liability and other information for those new companies.</p> <p>Sustainability team those has plan to conduct self assessment for new companies after RSPO surveillance audit in Sei Pingai POM and estimated finished on October 2019, therefore during surveillance audit at Sei Pingai POM all of self assessment report were not available in place.</p>		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Ensuring to conduct self assessment for all newly acquired subsidiaries of First Resources prior to RSPO surveillance audit.</li> <li>2. If there is any new acquisition, then the company as RSPO member shall conduct self assessment at least 30 days after RSPO approved.</li> </ol>		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. internal audit for uncertified management unit PT. Citra Palma Kencana and PT. Setia Agrindo Mandiri. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 7 November 2019.		
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1824350-201908-M2</b>	<b>Clause &amp; Category (Major / Minor)</b>	General CoC 5.3.2 Major
<b>Date Issued</b>	19 September 2019	<b>Due Date</b>	18 December 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 November 2019
<b>Statement of Nonconformity:</b>	PT. MSSP has demonstrated procedure related internal audit, however it does not completely comply to the requirement of General Chain of Custody for Supply Chain clause 5.3.2		
<b>Requirement Reference:</b>	<p>General Chain of Custody Requirements for Supply Chain 5.3.2</p> <p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>		
<b>Objective Evidence:</b>	PT. MSSP has demonstrated procedure "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018 that in Section 3.7 described Internal Audit. However it stated that the internal audit refer to RSPO Supply Chain Certification Systems.		
<b>Corrections:</b>	Sustainability team already revising Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR) on point 3.7.4: An internal audit refer to RSPO Supply Chain Certification Standard and RSPO Market Communications and Claim Documents.		
<b>Root Cause Analysis:</b>	Sustainability team less control to input completed reference as required in General Chain of Custody for Supply Chain clause 5.3.2 within the Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR).		

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

<b>Corrective Actions:</b>	Conducting internal awareness to all responsible persons for Supply Chain related new revising information in procedure and if any updated in the standard.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures (FR.CSM.MRPR, Rev. 01, 1 October 2019), minutes meeting of internal awareness dated 31 October 2019, and attendant list of awareness training. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 7 November 2019.		
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1824350-201908-M3</b>	<b>Clause &amp; Category (Major / Minor)</b>	General CoC 5.7.2 Major
<b>Date Issued</b>	19 September 2019	<b>Due Date</b>	18 December 2019
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 November 2019
<b>Statement of Nonconformity:</b>	Up to this 1st annual surveillance assessment, PT. MSSP has no sold any oil palm product as RSPO certified. Based on monthly mass balance report, there are CPO volume that sold as other scheme; however, the organization has not made "Remove" in RSPO Palm Trace.		
<b>Requirement Reference:</b>	General Chain of Custody Requirements for Supply Chain 5.7.2 The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform: <ul style="list-style-type: none"> <li>• Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</li> </ul>		
<b>Objective Evidence:</b>	Based on monthly mass balance report November 2018 – August 2019, there are CPO volume that sold as other scheme. However, the organization has not made "Remove" in RSPO Palm Trace.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1. Sustainability team already revising Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR, Rev. 01, 1 October 2019) to add requirement for "Remove" stock on certain period.</li> <li>2. Ensuring Supply Chain PIC (Sustainability and Marketing Team) understand the "Remove" stock requirement.</li> <li>3. Conducting Remove stock on Palm Trace.</li> </ol>		
<b>Root Cause Analysis:</b>	Responsible persons for Supply Chain (Sustainability and Marketing Team) less understanding against requirement for "Remove" action on Palm Trace, if certified volume sold as non-RSPO scheme or conventional.		
<b>Corrective Actions:</b>	Monitoring and updating in RSPO Palm Trace with certain period which based on actual selling.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedure (FR.CSM.MRPR, Rev. 01, 1 October 2019), minutes of training and attendance list for RSPO Supply Chain awareness and remove status in Palm Trace as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 7 November 2019.		

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

<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1824350-201908-N1</b>	<b>Clause &amp; Category (Major / Minor)</b>	6.1.4 Minor
<b>Date Issued</b>	19 September 2019	<b>Due Date</b>	18 September 2020 (ASA-2)
<b>Closed (Yes / No)</b>	No	<b>Date of nonconformity Closure</b>	
<b>Statement of Nonconformity:</b>	Document of Evaluasi Social Environment Impact Assessment Melalui Pengelolaan dan Pemantauan Sosial PT. Meridan Sejatisurya Plantation Kebun Sei Pingai" for period 2019-2020 was inappropriate as required by RSPO P&C Indicator 6.1.4		
<b>Requirement Reference:</b>	6.1.4 Minor 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.		
<b>Objective Evidence:</b>	Based on social impact review document verification, found that: <ul style="list-style-type: none"> <li>- "Evaluasi Social Environment Impact Assessment Melalui Pengelolaan dan Pemantauan Sosial", was not done by the process of the participation of affected parties, but only spread the questioner related the responded of information and CD-CSR program.</li> <li>- There are several estates activities in the period 2018-2019, for example: Land Clearing (LC) to replanting and activities in replanting as well and nursery activities, but there is no social evaluation is done, both in of RKL/RPL and also at the social impact evaluation period 2019-2021.</li> <li>- The evaluation of the social environment impact assessment in 2019-2021 only evaluates related to the CD and CSR programs.</li> </ul>		
<b>Corrections:</b>	Conducting review on SIA particularly in all social activities which affected to stakeholders, including land preparation for replanting activities and nursery.		
<b>Root Cause Analysis:</b>	Sustainability Team are less understand that all social activities which affecting to stakeholders must be inserted in the evaluation of Social Impact, particularly land preparation for replanting activities and nursery.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1. Identifying all activities at Mill and Estate during evaluate and review of SIA program, at least every two year as required by RSPO standard.</li> <li>2. To review and evaluate the SIA program and involving affected stakeholder.</li> </ol>		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. The correction evidence will be verify in the next surveillance assessment. NC minor still Open.		

<b>Opportunity for Improvements</b>	
<b>OFI #</b>	<b>Description</b>
<b>1824350-201908-I1</b>	<b>4.7.2 Major</b> The Certificate Holder has had Risk Assessment written in "Identifikasi Sumber Bahaya, Penilaian dan Pengendalian Resiko" both for Mill and Estate. The Risk Assessment describes for

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

	activities, potential hazard, OHS risks, risks assessment prior to control, type of risks control and risks assessment post control. Concern raised related to identification of each activities were applicable at Mill and Estates.
<b>1824350-201908-I2</b>	<b>4.7.3 Major</b> Each activities that were identified in Risk Assessment has risk control to prevent hazard and accident occurs to the workers. Using Personal Protective Equipment (PPE) as required is one of control type that might be applied as preventive actions. Concern raised related to disciplinary of PPE use at working area.
<b>1824350-201908-I3</b>	<b>5.1.2 Major</b> Documented of environmental impact assessment "Dokumen Evaluasi Lingkungan Hidup" still in progress to amended by Environmental Agency of Riau Province. This process refer to "Berita Acara Rapat Kordinasi Pembahasan DELH Kegiatan Perkebunan Kelapa Sawit dan Pabrik Kelapa Sawit PT. Meridan Sejatisurya Plantation", dated 18 July 2019. The amendment process context is planning to increasing Mill capacity become 60 MT/hour, inclusion of new aspect related Methane Capture installation for Sei Pingai POM and replanting activities.  Concern raised related approval of new amended environmental impact assessment by authority body.
<b>1824350-201908-I4</b>	<b>5.3.3 Minor</b> Concern raised related waste management of domestic waste and landfill, particularly on the distance of landfill location from housing or workers compound.

Positive Findings	
PF #	Description
PF 1	

**3.4.1 Status of Nonconformities Previously Identified and Observations**

Non-Conformity			
<b>NCR Ref #</b>	1633783-201805-M1	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.2 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not conducted any internal audit against latest standard – RSPO Supply Chain Certification Standards for CPO Mills, June 2017.		
<b>Requirement Reference:</b>	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.2 The site shall have a written procedure to conduct annual internal audit to determine whether the organization;		

	ii) effectively implements and maintains the standard requirements within its organization.		
<b>Objective Evidence:</b>	As of initial assessment in May 2018, the internal audit against latest standard – RSPO Supply Chain Certification Standards for CPO Mills, June 2017 has not been carried out in PT. Meridan Sejatisurya Plantation - Sei Pingai POM.		
<b>Corrective Actions:</b>	PT. Meridan Sejatisurya Plantation have prepared an internal audit checklist, for RSPO Supply Chain Certification Standard – based on RSPO SCCS Training from David Ogg and Partners. "Incoming Report of Sustainable and Non Sustainable FFB (MT) No.FR.CSM.SCP-2" period 1-24 July 2018 was evident. "Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock No.FR.CSM.SCP.6-1" period 1-24 July 2018 was evident.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, Mass Balance reports for FFB and CPO in Sei Pingai POM and non-conformity forms. An internal audit against RSPO SCCS, June 2017, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M2	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.4.2 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	PT. Meridan Sejatisurya Plantation has not prepared a mechanism/procedure to handle non-conforming oil palm products and/or documents.		
<b>Requirement Reference:</b>	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.4.2 The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.		
<b>Objective Evidence:</b>	PT. Meridan Sejatisurya Plantation has not prepared a mechanism/procedure to handle non-conforming oil palm products and/or documents.		
<b>Corrective Actions:</b>	PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> <li>- RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018.</li> <li>- Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</li> </ul> PT. Meridan Sejatisurya Plantation have prepared the "Form Nonconformity, Corrective and Preventive Action No.FR.CSM.SCP-7".		

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

	PT. Meridan Sejatisurya Plantation have conducted the internal audit in Sei Pingai POM, against RSPO Supply Chain Certification Standard, June 2017. Internal audit carried out on 18 July 2018. Based on internal audit result, there are no non-conforming product identified from environment/operation/customer complaint/statistical analysis.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, non-conformity forms, minutes of training and attendance list with Sei Pingai POM worker. An internal audit against RSPO SCCS, June 2017, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M3	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.5.2 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor and to ensure that CB will have access to independent third party's respective operations, systems and information.		
<b>Requirement Reference:</b>	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.5.2 Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following: c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. 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.		
<b>Objective Evidence:</b>	<p>- PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>- Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement. However, PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a mechanism to ensure that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all third party contractors in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:</li> </ul>		



	<ul style="list-style-type: none"> <li>- Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018.</li> <li>• PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</li> <li>• PT. Meridan Sejatisurya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6040/MSSP/IV/2018" dated 11 April 2018 between PT. Meridan Sejatisurya Plantation and CV. Teman Setia. Chapter 4 of the template stated: the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – and shall be announced in advance.</li> <li>• Internal audit for Sei Pingai POM against RSPO SCCS, June 2017 carried out in 18 July 2018. All the previous non-conformities have been followed up.</li> </ul>		
<b>Assessment Conclusion:</b>	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, contract with third party contractor, internal audit report, minutes of training and attendance list with Sei Pingai POM's contractor. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M4	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.6.1</b> <b>Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment.</p>		
<b>Requirement Reference:</b>	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.6.1 The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form.</p> <ul style="list-style-type: none"> <li>• For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>		
<b>Objective Evidence:</b>	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment.</p>		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok</li> </ul>		

	<p>No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:</p> <ul style="list-style-type: none"> <li>- RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018.</li> <li>- Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</li> </ul> <p>PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</p>		
<b>Assessment Conclusion:</b>	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training record, training certificates, minutes of training and attendance list with Sei Pingai POM staff. Introduction for marketing department evident. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M5	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.7.1 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to register their transaction in the RSPO IT Platform and confirm upon receipt where applicable.</p>		
<b>Requirement Reference:</b>	<p>RSPO SCCS Module E for CPO Mills: Mass Balance            RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.7.1            Supply chain actors who:</p> <ul style="list-style-type: none"> <li>• are mills, traders, crushers and refineries and;</li> <li>• take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable.</li> </ul>		
<b>Objective Evidence:</b>	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to register their transaction in the RSPO IT Platform and confirm upon receipt where applicable.</p>		

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

<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:             <ul style="list-style-type: none"> <li>RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018.</li> <li>Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</li> </ul> </li> <li>PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</li> </ul>		
<b>Assessment Conclusion:</b>	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training record, training certificates, minutes of training and attendance list with Sei Pingai POM staff. Introduction for marketing department evident. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M6	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.8.2 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not provides appropriate training of RSPO Supply Chain Certification Standard, June 2017 for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements.</p>		
<b>Requirement Reference:</b>	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 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.</p>		

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

<b>Objective Evidence:</b>	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not provides appropriate training of RSPO Supply Chain Certification Standard, June 2017 to its personnel.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• PT. Meridan Sejatisurya Plantation have provided training the latest procedures, "Corporate Sustainability Management Procedures - Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> <li>- RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing Manager) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018.</li> <li>- Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</li> <li>- Training RSPO Supply Chain Certification Standard for Marketing Department – dated 23 July 2018. The training was attended by Mrs. Nunik Widayati (Marketing Manager), Mrs. Agnes Wardhani (Staff), Mrs. Patmawati (Staff).</li> <li>- Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkata Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018.</li> </ul> </li> <li>• PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</li> </ul>		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training certificates, minutes of training and attendance list with Sei Pingai POM's worker and contractors. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M7	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.2 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>

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

<b>Statement of Nonconformity:</b>	Management review related to RSPO SCCS 2017 has not been conducted to include information on: <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>		
<b>Requirement Reference:</b>	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.2 Management review related to RSPO SCCS 2017 has not been conducted to include information on: <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>		
<b>Objective Evidence:</b>	Management review related to RSPO SCCS 2017 has not been conducted.		
<b>Corrective Actions:</b>	PT. Meridan Sejatisurya Plantation have prepared the plan for management review meeting 2019. Minutes of management review meeting template have been prepared under "Notulen Rapat dan Catatan Tindak Lanjut". The minutes template have incorporated planned information on 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.		
<b>Assessment Conclusion:</b>	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. management review procedures, minutes of meeting, minutes of meeting template. A minutes of meeting template and management review plan, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	1633783-201805-M8	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.3 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	Management review related to RSPO SCCS 2017 has not been conducted and include any decisions and actions related to: <ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes.</li> <li>• Resource needs.</li> </ul>		
<b>Requirement Reference:</b>	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.3 The output from the management review shall include any decisions and actions related to:		

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

	<ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes.</li> <li>• Resource needs.</li> </ul>		
<b>Objective Evidence:</b>	Management review related to RSPO SCCS 2017 has not been conducted.		
<b>Corrective Actions:</b>	<p>PT. Meridan Sejatisurya Plantation have prepared the plan for management review meeting 2019.</p> <p>Minutes of management review meeting template have been prepared under "Notulen Rapat dan Catatan Tindak Lanjut". The minutes template have incorporated planned information on improvement of the effectiveness of the management system and its processes; resources needed.</p>		
<b>Assessment Conclusion:</b>	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. management review procedures, minutes of meeting, minutes of meeting template. A minutes of meeting template and management review plan, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
Non-Conformity			
<b>NCR Ref #</b>	1633783-201805-M9	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.1 Major NC</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>25 July 2018</b>
<b>Statement of Nonconformity:</b>	<p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not prepared a mechanism/procedures to cover the implementation of all elements of RSPO Supply Chain Certification Standard, June 2017 requirements:</p> <ul style="list-style-type: none"> <li>- handling non-conforming oil palm products and/or documents;</li> <li>- documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing;</li> <li>- mechanism to ensure 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;</li> <li>- procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment;</li> </ul>		
<b>Requirement Reference:</b>	<p>RSPO SCCS Module E for CPO Mills: Mass Balance            RSPO Supply Chain Certification Standard, June 2017 - Indicator 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:</p> <ul style="list-style-type: none"> <li>• Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</li> </ul>		
<b>Objective Evidence:</b>	<p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not prepared a mechanism/procedures for:</p> <ul style="list-style-type: none"> <li>- handling non-conforming oil palm products and/or documents;</li> <li>- documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing;</li> <li>- mechanism to ensure 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;</li> </ul>		

	<p>- procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment;</p>
<p><b>Corrective Actions:</b></p>	<ul style="list-style-type: none"> <li>• PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:             <ul style="list-style-type: none"> <li>- RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018.</li> <li>- Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</li> <li>- Training RSPO Supply Chain Certification Standard for Marketing Department – dated 23 July 2018. The training was attended by Mrs. Nunik Widayati (Marketing Manager), Mrs. Agnes Wardhani (Staff), Mrs. Patmawati (Staff).</li> <li>- Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018.</li> </ul> </li> <li>• PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</li> <li>• PT. Meridan Sejatisurya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6040/MSSP/IV/2018" dated 11 April 2018 between PT. Meridan Sejatisurya Plantation and CV. Teman Setia. Chapter 4 of the template stated: the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – and shall be announced in advance.</li> </ul> <p>Internal audit for Sei Pingai POM against RSPO SCCS, June 2017 carried out in 18 July 2018. All the previous non-conformities have been followed up.</p>
<p><b>Assessment Conclusion:</b></p>	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, contract with third party contractor, internal audit report, minutes of training and attendance list with Sei Pingai POM and contractor. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>

Opportunity for Improvement	
OFI#	Description
<b>OFI 1</b>	RSPO P&C INA NI September 2016, Indicator 2.2.2 Company has identified the number of boundary concrete poles consisted of 139 poles, and most of them were broken and left out. However since 2014 company has programme to maintain and re-install boundary poles planned 2014 up to 2024, approved by Company’s Group Manager. The programme has detailed the steps to be taken, target date, number of boundary poles required for re-installment, etc. Review of programme as at 2018 found 30 boundary poles in place. Concerns raised related to expedite boundary poles installation to conform with the initial planning.
<b>OFI 2</b>	RSPO P&C INA NI, September 2016 - Indicator 4.4.2 In order to maintain soil and ground-water quality, PT. Meridan Sejatisurya Plantation - Sei Pingai Estate planned and implement the following: planting of bamboo trees on river boundaries, minimize surface run-off/erosion through estate best management practices – frond stacking, bench terrace, cover crops, palm platforms. Concerns raised related to consistency of spraying boundary marking near river buffer zone and/or other water body; mechanism to protect waster source and wetland identified in the plantation.
<b>OFI 3</b>	RSPO P&C INA NI, September 2016 - Indicator 5.1.2 Company has conducted environmental management and monitoring as per “Dokumen Matriks Dokumen Pengelolaan dan Pemantauan Lingkungan”. Company implement the environmental management plan and reported on 6 monthly bases, under “Laporan Pelaksanaan RKL-RPL semester I & II tahun 2017”. This report has been submitted to Badan Lingkungan Hidup Provinsi Riau Kabupaten Siak, Kementerian lingkungan Hidup and Kepala Pusat Pengelolaan Ecoregion (PPE) Sumatera. Concerns raised related to inclusion of information on biogas plant and gas burner for Sei Pingai POM's POME treatment, into management and monitoring report matrix.
<b>OFI 4</b>	RSPO P&C INA NI September 2016, Indicator 6.5.1 Based on field visit, interview and document verification there is contractor work for oil palm upkeep such as: spraying, fertilizer application and empty fruit bunch application. All of the work specification and work procedures are regulated inside the “Surat Perintah Kerja (SPK)” between PT. Meridan Sejatisurya Plantation and contractor supplying the local manpower. The contract covers the rights and obligation for each party, contractors shall registering their worker with Jamsostek program, contractors shall pay the worker with minimum wage, etc. Concerns raised related to evaluation on piece rate calculation for each type of work with local contractor.

**3.4.2 Summary of the Nonconformities and Status**

CAR Ref.	Category (Major / Minor)	Indicator	Issued Date	Status & Date (Closure)
1633783-201805-M1	Major	RSPO SCC 5.3.2	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M2	Major	RSPO SCC 5.4.2	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M3	Major	RSPO SCC 5.5.2	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M4	Major	RSPO SCC 5.6.1	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M5	Major	RSPO SCC 5.7.1	01-Jun-18	Closed on 25-Jul-18



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

1633783-201805-M6	Major	RSPO SCC 5.8.2	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M7	Major	RSPO SCC 5.13.2	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M8	Major	RSPO SCC 5.13.3	01-Jun-18	Closed on 25-Jul-18
1633783-201805-M9	Major	RSPO SCC 5.3.1	01-Jun-18	Closed on 25-Jul-18
1824350-201908-M1	Major	RSPO Certification System P&C 4.5.4 (f)	19-Sep-19	Closed on 7-Nov-19
1824350-201908-M2	Major	RSPO SCC General CoC 5.3.2	19-Sep-19	Closed on 7-Nov-19
1824350-201908-M3	Major	RSPO SCC General CoC 5.7.2	19-Sep-19	Closed on 7-Nov-19
1824350-201908-N1	minor	RSPO P&C 6.1.4	19-Sep-19	Open. Will be verify during next surveillance.

### 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. Meridan Sejatisurya Plantation – Sei Pingai POM Certification Unit’s environmental and social performance, legal and any known dispute issues.

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

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

List of Stakeholders Contacted	
<p><b>Internal Stakeholders</b></p> <p>Interviewed Workers and Gender Committee</p>	<p><b>Union/Contractors/Local Communities</b></p> <p>Worker Union; Sub Village/Dusun III Lubuk Dalam, Kerinci Kanan Village; Kayu Batu Village</p>
<p><b>Government Departments</b></p> <p>Forestry and Environment Agency, Siak Regency Manpower Agency, Siak Regency</p>	<p><b>NGO</b></p> <p>Sawit Watch Indonesia (by email) – no feedback WWF Indonesia (by email) – no feedback</p>

IS #	Description
01	<p><b>Feedbacks:</b>  <b>Dinas Kehutanan dan Lingkungan Hidup – Forestry and Environment Office Siak Regency, Province Riau</b>            (Environmental Pollution Control Section Head/Kabid. Pengendalian Pencemaran dan Kerusakan)            (Organizational Sub-Division Head/Kasie. Kelembagaan)</p> <ul style="list-style-type: none"> <li>- PT. Meridan Sejatisurya Plantation have environment permit, in form of Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL), issued by Dinas Lingkungan Hidup Provinsi Riau.</li> <li>- PT. Meridan Sejatisurya Plantation have obtained "Proper Biru" – for the environmental management and reporting.</li> <li>- PT. Meridan Sejatisurya Plantation have permits for land application and temporary hazardous waste storage.</li> <li>- PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of environmental management and monitoring – prepared and submitted on 6-monthly basis to Dinas Lingkungan Hidup Provinsi Riau.</li> <li>- PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of hazardous waste management and monitoring – prepared and submitted on 3-monthly basis to Dinas Lingkungan Hidup Kabupaten Siak.</li> <li>- PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of mill's POME for land application – prepared and submitted on 3-monthly basis to Dinas Lingkungan Hidup Kabupaten Siak.</li> <li>- There was no issue/complaint conveyed by stakeholders related to the environmental impacts from mill and estate operations.</li> </ul> <p><b>Management Responses:</b>            PT. Meridan Sejatisurya Plantation always submit periodic environmental monitoring reports to the Environment office and maintain/update all the environment permit as required by the regulation.</p> <p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- Positive comments noted.</li> <li>- Audit team have verified the existing management plan and improvement plan related to comments from Environment office - the existing management plans and follow up action plans are sufficient.</li> </ul>
02	<p><b>Feedbacks:</b>  <b>Dinas Tenaga Kerja dan Transmigrasi – Manpower office Siak Regency, Province Riau</b>            (Industrial Relationship Section Head/Kasie. Hubungan Industrial)</p> <ul style="list-style-type: none"> <li>- PT. Meridan Sejatisurya Plantation has built good communication with "Dinas Tenaga Kerja dan Transmigrasi Kabupaten Siak Regency, Province Riau".</li> <li>- PT. Meridan Sejatisurya Plantation has prepared and reported their industrial relation obligation such as "Wajib Laport Tenaga Kerja" and "Laporan P2K3" for health and safety performance.</li> <li>- There is no indication/report on the use of underage worker in PT. Meridan Sejatisurya Plantation.</li> <li>- PT. Meridan Sejatisurya Plantation has implementing minimum wage as in "Upah Minimum Siak Regency, Province Riau" to the workers.</li> <li>- Regular examination on pressure vessel and steam vessel has carried out and as well as the result analysis reported by "Dinas Tenaga Kerja dan Transmigrasi Siak Regency, Province Riau".</li> </ul>

- All steam machinery, boiler machinery, and welding operators have had trained and certificate as operator license from "Kementerian Tenaga Kerja".
- Company has provided training on the use of limited pesticide for sprayers.
- Company has reported the worker's overtime to "Dinas Tenaga Kerja dan Transmigrasi Siak Regency, Province Riau".
- Company has been equipped with clinic, with a doctor and paramedic – which has been trained with "Hiperkes" training.
- All employees have been registered in social insurance "BPJS Tenaga Kerja and Pemeliharaan Kesehatan" by providing clinic at site that responsible by doctor.
- Company has prepared risk assessment in each operational stage.
- Company has prepared personal protective equipment, based on risk assessment and accident record.
- PT. Meridan Sejatisurya Plantation has a collective work agreement, as approved by "Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak No.560/Distransnaker/V/ 2018/400 perihal Pendaftaran Perjanjian Kerja Bersama/PKB) dated 28 May 2018. This collective labor agreement (PKB) valid form 23 February 2018 until 22 February 2020.
- PT. Meridan Sejatisurya Plantation (Tanjung Selamat and Pangkatan Estate) has established a Labor Union in accordance with the Decision Letter of PD FSPPP - SPSI of North Sumatra No. Kep-149/ORG/DPC FSPTI-K.SPSI/LS/V/2016, dated 9 May 2016 and has been registered with the Manpower Office of Labuhanbatu Regency. 26/DTK-VIII/ 2001 dated August 30, 2001.
- Labor Unions at Tanjung Selamat Mill, is based on "Perwakilan Cabang PC FSP.PP-SPSI.



#### **Management Responses**

- PT. Meridan Sejatisurya Plantation acknowledge the positive inputs and deemed the comments are constructive.
- Decree letter for minimum wage from Riau Governor, as per "Surat Keputusan Gubernur Riau No. 949/XI/2018 dated 21 November 2018, concerning "Upah Minimum Kabupaten / Kota di Provinsi Riau Tahun 2019"; stating the minimum wage for Siak Regency at Rp 2,809,443.46,-.
- PT. Meridan Sejatisurya Plantation has a collective work agreement, as approved by "Pengurus Unit Kerja Serikat Pekerja Pertanian dan Perkebunan (PUK SPPP-SPSI) PT. Meridan Sejati Surya Plantation Kebun Sei Pingai" on 23 February 2018, and legalized by "Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak" through "Surat Keputusan No.25 Tahun 2018 tentang Pendaftaran Perjanjian Kerja Bersama antara PT. Meridan Sejatisurya Plantation dengan Pengurus Unit Kerja SPPP-SPSI PT Meridan Sejatisurya Plantation Kebun Sei Pingai" dated 10 April 2018. This is in accordance to the letter from "Surat Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak No.560/Distransnaker/V/2018/400 perihal Pendaftaran Perjanjian Kerja Bersama/PKB) dated 28 May 2018. This collective labor agreement (PKB) valid form 23 February 2018 until 22 February 2020.PT. Meridan Sejatisurya Plantation (Tanjung Selamat and Pangkatan Estate) has established a Labor Union in accordance with the Decision Letter of PD FSPPP - SPSI of North Sumatra No. Kep-149/ORG/DPC FSPTI-K.SPSI/LS/V/2016, dated 9 May 2016 and has been registered with the Manpower Office of Labuhanbatu Regency. 26/DTK-VIII/ 2001 dated August 30, 2001.
- In PT. Meridan Sejatisurya Plantation, worker union has been established under name "Pengurus Unit Kerja SPPP-SPSI Kebun Sei Pingai" as per "Surat Keputusan Pengurus Daerah SPPP-SPSI Riau No. Kep.09-A/PD-FSP.PP/SPSI/R/03/2013 tentang Pengesahan/ Pengukuhan Komposisi dan Personalia Pengurus Unit Kerja SPPP-SPSI PT. Meridan Sejati Surya Plantation Kebun Sei Pingai masa bakti 2012 – 2017". The worker union has been listed to Dinas Tenaga Kerja Kabupaten Siak as per "Surat No. 568/Disosnakertrans/III/2017/180 concerning "Pencatatan Ulang SP/SB PUK FSPPP-SPSI

	<p>Susunan Pengurus PUK SPPP-SPSI Tahun 2017-2019. The current committee chaired by Mr. Jhoni Amir.</p>
	<p><b>Audit Team Findings</b></p> <ul style="list-style-type: none"> <li>- Audit teams acknowledge the inputs and have verified the report being sent.</li> <li>- Companies can improve communication and maintain consistently.</li> </ul>
<p><b>03</b></p>	<p><b>Feedbacks:</b>  <b>Local Communities:</b> Sub Village/Dusun III Lubuk Dalam, Kerinci Kanan Village and Kayu Batu Village Kerinci Kanan District, Siak Regency          As previous land owner</p> <ul style="list-style-type: none"> <li>- Communities feel positive impact from the operation of PT. Meridan Sejatisurya Plantation.</li> <li>- There have been no report of significant land dispute between community of Dusun Lubuk Dalam and PT. Meridan Sejatisurya Plantation.</li> <li>- Bpk. Ahadim was part of the community from Dusun Lubuk Dalam and as well as Bpk. Tiar from Kerinci Kiri Village, who have received compensation from PT. Meridan Sejatisurya Plantation for each of their family land area of 45 ha and 75 Ha on 2004. During the compensation process, involving all related parties: village authority, cultural figures (Ninik Mamak), district authority and the land owners during collective measurement.</li> <li>- For period 2004 – 2007, company has performed compensation about 1,000 Ha or 500 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 22 March 2005. Inside both documents, there were agreement from discussion result between company and Mr. H/AK; acknowledged by "Kepala Desa Kerinci Kanan" and other witnesses.</li> <li>- The value for compensation based on agreement/consensus between land owners with PT. Meridan Sejatisurya Plantation.</li> <li>- PT. Meridan Sejatisurya Plantation have implemented a social activity in form of river cleaning 1.5 km; provide aid in form of fish seedling and help in masjid construction.</li> <li>- Local communities particularly in Lubuk Dalam Village and Kerinci Kiri Village has understand the policy on wildlife protection, complaint handling mechanism, communication mechanism.</li> </ul> <p><b>Management Responses:</b>          PT. Meridan Sejatisurya Plantation handling complaints properly in accordance with company procedures. The company also has Community Development/Corporate Social Responsibility program that is designed based on the needs of the surrounding community.          The company has always created a program annually as a social responsibility to the surrounding village community in the form of CSR Program, in half of 2019 there are 15 types of CSR program activities, for example:          The plan of first half for 2019 CSR program is about Rp xxx,xxx,000. However the realization for CSR activities Up to June 2019 used the funds about Rp xxx,100,000, there were activities for CSR consist of:</p> <ol style="list-style-type: none"> <li>1. Safari Ramadan and Safari dawah programme;</li> <li>2. Assistance for teacher honor of kindergarten and elementary school (SD);</li> <li>3. Become a sponsor for activity of try out UASBN</li> <li>4. Assistance of proposal from the community;</li> </ol>
	<p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- Positive comments noted.</li> <li>- Audit team have noted the comments, and verified the condition. Company demonstrate sufficient</li> </ul>

	for access.
04	<p><b>Feedbacks:</b>  <b>Pengurus Serikat Pekerja and Gender Committee – Worker Union and Gender committee</b>  Worker Union Head and Gender Committee representative</p> <ul style="list-style-type: none"> <li>- The worker union’s member composed of all worker (SKU-B and SKU-H). The worker and company have collective work agreement valid until January 2019. Currently in progress of printing the collective work agreement book.</li> <li>- Meeting between worker union and company carried out every month, in lieu with LKS Bipartite meeting.</li> <li>- Company provided clean water for estate workers, sourced from underground water. No issue related to water quality and quantity.</li> <li>- Worker union and company have established “Lembaga Kerjasama Bipartite – LKS Bipartite”, function as mediation function between company and the workers.</li> <li>- All of normative agreement have been submitted to collective working agreement – “Perjanjian kerja Bersama – PKB” including working hour, overtime, salary, annual leave and other, in accordance to relevant industrial act.</li> <li>- Company have implemented minimum wage in 2019, as in “Upah Minimum Sektoral Kabupaten” for salary payment standard.</li> <li>- Company have registering all worker under “BPJS Ketenagakerjaan” and “BPJS Kesehatan” for insurance.</li> <li>- Company have implemented worker evaluation on annual basis, as consideration for grade increment and/or promotion.</li> <li>- There has been no case of industrial relation dispute between employees and company.</li> <li>- Company has provided facility for the worker, housing with clean water and electricity, medical clinic, school bus, religious house, sport facility.</li> <li>- Company provides the facility for the worker including clean water. However, lately worker feels the clean water condition was not suitable for cooking.</li> <li>- Gender committee has been established. The regular program is monthly meeting.</li> <li>- Gender committee member have understand the policy gender equality, policy on protection against sexual harrasment and domestic violence, complaint handling mechanism, specific complaint (related to sexual harrasment) handling mechanism, including protection of anonymity for whistleblower.</li> <li>- Company has communicated the policies during morning musters and providing leaflets in announcement boards.</li> <li>- To date, there has been no case/report related to sexual harassment and/or violence case.</li> <li>- Company has implementing the female worker’s right such as regular medical checkup for female sprayers, menstrual leave right, maternal leave and breast-feeding leave, gender equality in payment.</li> <li>- Pregnancy test carried out on monthly basis.</li> <li>- Company have provided housing, clean water, electricity, religious houses, sport fields.</li> </ul> <p><b>Management Responses:</b>  PT. Meridan Sejati Surya Plantation always strives to improve the worker welfare and improve the industrial relationship.</p> <p><b>Audit Team Findings:</b>  Positive comments noted.</p>



<b>Formal Signing-off of Assessment Conclusion and Recommendation</b>	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that <b>PT. Meridan Sejatisurya Plantation – Sei Pingai POM</b> has complied with the RSPO P&amp;C, INA NI September 2016, 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 <b>PT. Meridan Sejatisurya Plantation – Sei Pingai POM</b> is continued.</p>	
<b>Report prepared by</b>	<b>Acceptance of Assessment Conclusion</b>
<b>Name:</b> <b>Yudwi Wisnu Rahmanto</b>	<b>Name:</b> <b>Bambang Dwi Laksono</b>
<b>Company Name:</b> <b>on behalf of BSI Malaysia Services Sdn Bhd.</b>	<b>Company Name:</b> <b>PT. Meridan Sejatisurya Plantation</b>
<b>Title:</b> <b>Team Leader</b>	<b>Title:</b> <b>Sustainability Head</b>
<p><b>Signature:</b></p> 	<p><b>Signature:</b></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>Eko Darmawanto</p>
<b>Date: 12 November 2019</b>	<b>Date: 12 November 2019</b>

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

Criterion / Indicator	Assessment Findings	Compliance	
<b>Principle 1: Commitment to Transparency</b>			
<b>Criterion 1.1:</b> Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available.  - Minor compliance -	The organization has determined all type of information that can be accessed by stakeholders, this includes all company documentation except for those who protected by commercial confidentiality rules, or protected from public exposure if there is negative impacts for social environment. Examples of publicly available documents such as: land title, Social Environmental Impact assessment, HCV report, Communication procedure, company policies related to environment, social, worker, and human right, public summary report of certification assessment report.  Some examples of prohibit documents such as Financial figures, customer database, and information related to endangered species that could potentially persuade hunting and illegal transaction.	Comply
1.1.2	Records of requests for information and responses to the information requested shall be available.  - Major compliance -	Company has issued Communication Procedure code FR.EMS.CIE, signed by the CEO of First Resources Ltd. and Corporate Sustainability Head, dated 1 September 2011. The procedure mentioned that the information and data to be recorded and communicated for effective operation of sustainable palm oil standard. All staff and employee are responsible for fulfilling their defined responsibilities. The implementation of the information received from outside of the company can be conveyed through the estate (location) and regional office. Any information received, particularly in regional office for unit/related company will be informed and followed up to estate (location). As implementation of transparency principle, some points related to legal, environmental, social and continual improvement may be conveyed while meeting communication with stakeholders in proper language. E.g. legal (Izin Lokasi, IUP, HGU); environment (ANDAL, RKL & RPL, Izin Tempat Penyimpanan Sementara Limbah	Comply



		<p>B3, Izin land aplikasi); social (document of social activities and relation with communities, OHS policy, OHS program), continual improvement (reduce of certain chemical, reduce and reuse waste, environmental management and social impact management).</p> <p>Communication methods used to capture and share information: performance reporting, team briefing, notice and warning boards, company website, QMS, EMS and RSPO internal audit; QMS, EMS and RSPO management review meeting. All communication from external interested parties may include complaint, inquiry, and suggestion. External communication can be received can be verbal or in letter/fax/email through executive or managers, sales staff and employees, customer service staff and employees, truck delivery drivers, phone operators/reception staff. It is the responsibility of all staff and employees to complete the information: person or organization originating the communication, date of communication, description of the communication, immediate action taken, root cause of such issue. The information recorded under form FR.CSM.NCC-1 sent to Corporate Sustainability Head and the originator retains a copy, until communication answered. Corporate Sustainability Head answers relevant communication in writing. Company committed to response upon information request as soon as possible or 6 months after information received (at maximum). List of information request and response created and updated periodically; retained at least five (years) from the date of latest correspondence and or completion of corrective actions. If there is any legal implication, the record is retained indefinitely.</p> <p>All personnel have responsibility:</p> <ul style="list-style-type: none"> <li>- CEO: Provide adequate resources and facilities for communication.</li> <li>- Corporate Sustainability Head: Report to CEO on the effectiveness of communication, answer communication; provide guide or make decision related to communication, facilitate communication between CEO and staff/employee, develop good relation with stakeholders, coordinate with directorate/GM/field manager.</li> <li>- Directorate/General Manager: Inform to stakeholders in the surrounding area about the commitment and awareness, accept input, request of complaint from stakeholders, record and update periodically, conduct team briefing.</li> </ul>	
--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<ul style="list-style-type: none"> <li>- Public Relation Coordinator: Establish internal communication and consultation for the public, receive information and responses from external parties, and communicate to the General Manager, monitor implementation of the communication procedure.</li> <li>- Regional Sustainability Coordinator and SPO Internal Audit Team: audit and report the effectiveness of communication procedure to Corporate Sustainability Head, review the communication procedure and propose (any change), prepare materials for annual management review meeting, complete external communication action records, assist effective communication on all issue.</li> <li>- All staff and employee: report</li> </ul> <p>All information request and respond given are recorded under "Surat Masuk PT. MSSP". The record started from 2013 up to July 2019.</p> <ul style="list-style-type: none"> <li>- Incoming request from Kampung Maredan, through letter No.074/PANITIA/2019/01 dated 23 July 2019. The letter related to aid request for 74<sup>th</sup> Indonesian Independence Day festival. The letter responded by public relation officer on 31 July 2019 (8 days).</li> <li>- Incoming request from Kampung Kerinci Kanan, through letter No.240/PANITIA/KKK/01//VII/2019/01 dated 19 July 2019. The letter related to aid request for 74<sup>th</sup> Indonesian Independence Day festival. The letter responded by public relation officer on 31 July 2019 (12 days).</li> </ul> <p>Management unit prepared a summary of all incoming information request and the outgoing respond under "Matriks Tanggapan Terhadap Proposal/Keluhan dari Stakeholder PT. MSSP" for period 2018-2019. Beside that, The company have evaluated their communication performance, as reported in "Evaluasi Komunikasi dan Mekanisme Penyampaian Keluhan dan Tanggapan" period 2018 up to April 2018.</p>	
<p><b>Criterion 1.2:</b>  Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>			
1.2.1	Publicly available documents shall include, but are not necessarily limited to: a) Land titles/user rights (Criterion 2.2) b) Occupational health and safety plans	Based on procedure of Communication (FR.EMS.CIE) Rev.02 dated 22 November 2018, PT Meridan Sejati Surya Plantation has determined all type of information that can be accessed by stakeholders, this includes all company documentation, except for those that protected	Comply

<p>(Criterion 4.7)</p> <ul style="list-style-type: none"> <li>c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8)</li> <li>d) HCV documentation (Criteria 5.2 and 7.3)</li> <li>e) Pollution prevention and reduction plans (Criterion 5.6)</li> <li>f) Details of complaints and grievances (Criterion 6.3)</li> <li>g) Negotiation procedures (Criterion 6.4)</li> <li>h) Continual improvement plans (Criterion 8.1)</li> <li>i) Public summary of certification assessment report</li> <li>j) Human Rights Policy (Criterion 6.13).</li> </ul>	<p>by commercial confidentiality rules, or protected from public exposure if there is negative impacts for social environment. Examples of publicly available documents such as:</p> <ul style="list-style-type: none"> <li>- Legal:             <ul style="list-style-type: none"> <li>a. Izin Lokasi;</li> <li>b. Izin Usaha Perkebunan;</li> <li>c. Hak Guna Usaha;</li> </ul> </li> <li>- Environment:             <ul style="list-style-type: none"> <li>a. Environment Policy;</li> <li>b. Environment Management Document;</li> <li>c. Environment Management and Monitoring Report;</li> <li>d. Environment Achievement;</li> <li>e. Identification and Evaluation of Environment Aspect and Impact;</li> <li>f. License of POME;</li> <li>g. License of Temporary Hazardous Waste;</li> <li>h. Document of HCV Identification;</li> <li>i. Document of HCS Assessment;</li> </ul> </li> <li>- Social:             <ul style="list-style-type: none"> <li>1. Document of Social Activity and Public Relation;</li> <li>2. Document of Social-Environment Impact Assessment;</li> <li>3. Occupational Health and Safety Policy;</li> <li>4. Occupational Health and Safety Program;</li> </ul> </li> <li>- Perbaikan Berkelanjutan:             <ul style="list-style-type: none"> <li>a. Mitigation of specific chemical uses.</li> <li>b. Byproduct uses;</li> <li>c. Control of Environmental and Social Impact.</li> </ul> </li> </ul> <p>Some examples of documents that cannot be accessed by public such as Financial figures, customer database and information related to endangered species that could potentially persuade hunting and illegal transaction.</p>	
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

- Major compliance –		
<b>Criterion 1.3:</b>		
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>PT MSSP has issued circular “Surat Edaran” No.MSSP/SE/08/XII/2017 dated 7 February 2017, related to Code of Ethical Conduct which regulated fair, transparent and truthfully of business ethics. This letter has been communicated to all employees through information notice board at Estate and</p> <p>Division offices. Furthermore, the contractor has also been communicated in every commencement of opening work tender. The memorandum states employee shall comply to company regulation; manage the information in prudent manner; to maintain confidentiality of sensitive information (financial, business plan and strategy); to avoid conflict of interest; to disclose any business that may compete or supply to or similar business process; to prohibit receiving and/or giving present and any form of gratification; to avoid insider trading activity; to avoid abuse of power; company committed to maintain employee freedom in political aspiration; employee shall not use company name for any political activity. All violation against the policy may result in sanction – as regulated under Act No.13, 2003 regarding occupational. In addition, company has Human Resources policies related to Code of Conduct applicable for all employees in form of company regulation “Peraturan Perusahaan”.</p> <p>Interview with employee representative and selected contractor revealed understanding of policy.</p> <p>Records verified:</p> <ul style="list-style-type: none"> <li>- “Sosialisasi Kebijakan Perilaku Etis” – dissemination of code of ethical conduct, dated 16 February 2019 for Sei Pingai POM workers, attended by all workers in 1st shift.</li> <li>- “Sosialisasi Kebijakan Perilaku Etis” – dissemination of code of ethical conduct, dated 13 December 2018 for Estate workers attended by all works in morning briefing.</li> </ul>
Comply		
<b>Principle 2: Compliance with applicable laws and regulations</b>		
<b>Criterion 2.1</b>		

There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p>	<p>PT. Meridan Sejatisurya Plantation has prepare an update of list of regulation - "Daftar Peraturan Perundangan" per date 20 April 2017. The list includes applicable regulation related to oil palm plantaiton operation. The list prepared by Corporate Sustainability Department as regulated under Environment Management System No.EMS.LRR-2 Register of SPO Regulation. In addition, company have been able to demonstrate evidences of compliance with relevant legal requirements being listed and evaluated, such as:</p> <p>A. Land ownership and lease:</p> <ol style="list-style-type: none"> <li>1. Location permit, issued by Riau Governor Letter No. Kpts.85/ILK-XII/1992 for area of 6,400 Ha located in Kerinci Kiri Village, Siak Sub-District, Bengkalis District; and Sikijang Village, Langgam Sub-District, Kampar District. Furthermore there is additional record of Location Permit issued by head of National Land Agency (BPN) of Bengkalis Dsitrict for extension of Location Permit, Letter No.01-VIII/R-PIL/PPT/1997 dated 18 August 1997 in term of revision and renewal of Location permit for oil palm plantation development. <ul style="list-style-type: none"> <li>▪ Forest Land release permits, issued by Forestry Minister No.0772/Kpts-II/1993 dated 18 November 1993 in term of Forest land release in some part of Pingai river forest area – Kelembayan River located in Bengkalis District and Kampar District, Riau Province, with total area of <b>6,466.7 Ha</b>.</li> <li>▪ Forest land release permit, issued by Forestry Minister No.264/Kpts-II/1997 dated 19 May 1997 in term of forest alnd release located in some part of Putih River – Lubuk Terap River, Siak Sub-District, Bengkalis District, Riau Province, with total area of <b>5,158 Ha</b>.</li> </ul> </li> <li>2. Land Use Right/Hak Guna Usaha (HGU); issued by National Land Agency Head No.19-VIII-1995 dated 19 May 1995; No.18-VIII-1995 dated 19 May 1995; No.38/HGU/BPN/96 dated 1 October 1996; and No.61/HGU/BPN/99 dated 2 July 1999.</li> <li>3. Plantation Business Registration Document number 945/Menhutbun-VII/2000 for PT. Meridan Sejati Surya Plantation, Sei Pingai Estate, total area of 10,826 Ha, type of</li> </ol>	Comply

		<p>crop: Oil Palm plantation with Mill processing (capacity: 45 tons/hour). This document was issued by Forestry and Plantation Minister – Plantation General Director, dated 8 August 2000.</p> <p>4. Document of land compensation (see indicator 2.2.3)</p> <p>B. Mill machinery permits:</p> <ol style="list-style-type: none"> <li>1. Permit for Steam Boiler operation (Akte Izin untuk Ketel Uap) No.03/A.0001/560/2011, issued on January 2011 by Social and Transmigration Department, Siak District, Riau Province. Steam Boiler capacity is 24 kg/cm2 has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</li> <li>2. Permit for Steam Vessel (Akte Izin untuk Bejana Uap), Unit-1, permit No.03/A.0005S issued on 12 August 2005 by by Social and Transmigration Department, Siak District, Riau Province. Capacity of steam pressure is 3.5 kg/cm2. Has been performed inspection by Dinas Tenaga Kerja on 5 August 2019.</li> <li>3. Permit for Steam Vessel (Akte Izin untuk Bejana Uap), Unit-2, permit No.03/A.0001S issued on 12 August 2005 by by Social and Transmigration Department, Siak District, Riau Province. Capacity of steam pressure is 3.5 kg/cm2. Has been performed inspection by Dinas Tenaga Kerja on 5 August 2019.</li> <li>4. Permit for Steam Turbine (Izin Pemakaian Turbin Uap) No.04/T.B/DTK//VIII/05//566, capacity to generate electricity up to 1,200 KW; issued on 12 August 2005 by by Social and Transmigration Department, Siak District, Riau Province; has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</li> <li>5. Permit for Diesel Generator Unit-1 operation (Izin Pemasangan/Pemakaian Motor Diesel) No.05/M.D/DTK/VIII/05/566, capacity to generate electricity up to 400 KW; issued on 12 August 2005 by by Social and Transmigration Department, Siak District,</li> </ol>	
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>Riau Province; has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</p> <ol style="list-style-type: none"> <li>6. Permit for Diesel Generator Unit-2 operation (Izin Pemasangan/Pemakaian Motor Diesel) No.06/M.D/DTK/VIII/ 05/566, capacity to generate electricity up to 400 KW; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</li> <li>7. Permit for Back Pressure Vessel - B.P.V (Akte Izin untuk Bejana Uap B.P.V) No.03/A.0002S, steam capacity 3.5 kg/cm<sup>2</sup>; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</li> <li>8. Permit for Lift and Carry vehicle: Wheel Loader, permit No.46/PA/Dinsosnaker/Was/2012 and 46/PA/Dinsosnaker/Was/ 2012, issued on 2 July 2012.</li> <li>9. Building Permit No.63/IMB/2005 for Mill, office, and housing, issued Siak District Head, dated 21 March 2005;</li> <li>10. Permit for Lightning retailer no. 04/P.P/DTK/VIII/05/566 issued on 12 August 2019 by Social and Transmigration Department, Siak District, Riau Province; has been performed inspection by Dinas Tenaga Kerja on 18 July 2019.</li> </ol> <p>C. Evidence of compliance against "Undang-undang No.1 tahun 1970 tentang Keselamatan Kerja", for example controlling the steam vessel through boiler certification and conducting regular inspection. Evidence of Training for employees related to Health and Safety for each Mill operator of Steam Boiler, Steam Vessel, and Lift &amp; Carry vehicles. There were training certificate for 2 steam vessel operators, 5 operators of steam boiler, 2 operators of engine room, and 2 operators of wheel loader;</p> <p>D. Evidence of training for 2 (two) welding operators at the Mill;</p> <p>E. Evidence of legal compliance related to Labour, such as registration of employees to social and medical insurance, provision of annual medical surveillance, compliance to</p>	
--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>minimum wage, protection of women reproductive rights and gender, non-discrimination policy, etc.</p> <p>F. Evidence of Good Agriculture Practice such as Zero burning policy, handling of hazardous waste according to relevant regulation, etc.</p> <p>G. Evidence related to Environment such as Environmental policies and documentation, permit of waste water handling, permit for temporary hazardous storage, reporting of environmental management and monitoring (RKL-RPL), protection of endangered species, etc.</p> <p>PT. Meridan Sejati Surya Plantation prepared training plan for dump truck operator, and implemented dump truck operator training. Training provided for 5 drivers/operators. In order to monitor and ensure all dump truck operator has trained and experienced. PT. Meridan Sejati Surya Plantation conduct 6-monthly monitoring – as demonstrable effort to comply with Peraturan Menteri Tenaga Kerja No.9 year 2010.</p>	
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>Company has developed procedure for compliance to legal requirements, i.e. SOP Legal Requirement signed by CEO dated 1 September 2011 (Document reference: FR.EMS.LRR). The procedure has been regulated the mechanism to identify all relevant applicable regulation and to evaluate the compliances against regulation.</p> <p>This SOP applied throughout all subsidiary companies of First Resources however, the evaluation against regulation is done by each subsidiary. Review of Environment Management System document (EMSLRR-2 Register of SPO Regulation) latest update on 10 June 2017. Evaluation of compliance to regulation had conducted in each Article of regulation. PT. Meridan Sejatisurya Plantation has prepare an update of list of regulation “Daftar Peraturan Perundangan” per August 2019. The list includes applicable regulation related to oil palm plantation operation. The list prepared by Corporate Sustainability Department as regulated under Environment Management System No.EMS.LRR-2</p>	Comply
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>A mechanism for ensuring compliance has been regulated in SOP Legal Requirement signed by CEO dated 1 September 2011 (Document reference: FR.EMS.LRR). Checking on implementation of legal compliance conducted during annual internal audit.</p>	Comply



		<p>Based on document verification and interview with Corporate Sustainability Department, Evaluation on Legal Compliance conducted on annual basis. The latest legal compliance review carried out on 10 June 2017 by Head of Corporate Sustainability. The evaluated legal compliance register, consist of:</p> <ul style="list-style-type: none"> <li>a. Evaluation upon 108 types of regulation relevant to environment. For example: "Keputusan Presiden No.43 Tahun 1978 tentang Convention on Internasional Trade in Endangered Sprcies of Wild Fauna and Flora", "Keputusan Presiden No.32 Tahun 1999 tentang Pengelolaan Kawasan Lindung", "Undang-Undang No.5 Tahun 1994 tentang Pengesahan Konvensi Keanekaragaman Hayati", "Keputusan Kepala Badan Pengendalian Lingkungan No.255 Tahun 1996 tentang Tatacara dan Persyaratan Penyimpanan dan Pengumpulan Minyak Pelumas Bekas", "Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah Bahan Berbahaya dan Beracun".</li> <li>b. Evaluation of 103 types of regulations related to General Affairs and Agribusiness, such as: "Undang-Undang No.5 Tahun 1960 tentang Undang-Undang Pokok Agraria", "Peraturan Menteri Dalam Negeri No.15 Tahun 1975 tentang Ketentuan-Ketentuan Mengenai Tata Cara Pembebasan Tanah", "Undang-Undang No.25 Tahun 2009 tentang Pelayanan Publik", "Undang- Undang No.32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup", "Undang- Undang No.39 Tahun 2014 tentang Perkebunan".</li> <li>c. Evaluation against 124 types of regulation related to manpower and OHS such as: "Undang-Undang No.18 Tahun 1957 tentang Persetujuan Konvensi ILO No.100 mengenai Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya", "Undang-Undang No.1 Tahun 1970 tentang K3", "Undang-Undang No.23 Tahun 2002 tentang Perlindungan Anak", "Undang-Undang No.13 tahun 2013 tentang Ketenagakerjaan", "Keputusan Menteri Tenaga Kerja No.16 Tahun 2001 tentang Tatacara Pencatatan Serikat Pekerja/Serikat Buruh".</li> </ul> <p>The evaluation conducted against each verse, related to estate and palm oil mill opeation; the criterion that must be met; status of compliance; monitoring and (any) remarks.</p>	
--	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

<p>2.1.4</p>	<p>A system for tracking any changes in the law shall be available and implemented.</p> <p>- Minor compliance –</p>	<p>Company has sufficient system for tracking an changes in regulation. This has been set in the Environment Management System document (EMSLRR-2 Register of SPO Regulation) dated 14 April 2015. There is an appointed personal in regional office in Pekan Baru responsible to update if any changes on relevant regulation. The latest legal compliance review carried out on 10 June 2019 by Head of Corporate Sustainability.</p> <p>The evaluated legal compliance register, consist of:</p> <ul style="list-style-type: none"> <li>a. Evaluation upon 108 types of regulation relevant to environment. For example: "Keputusan Presiden No.43 Tahun 1978 tentang Convention on Internasional Trade in Endangered Sprcies of Wild Fauna and Flora", "Keputusan Presiden No.32 Tahun 1999 tentang Pengelolaan Kawasan Lindung", "Undang-Undang No.5 Tahun 1994 tentang Pengesahan Konvensi Keanekaragaman Hayati", "Keputusan Kepala Badan Pengendalian Lingkungan No.255 Tahun 1996 tentang Tatacara dan Persyaratan Penyimpanan dan Pengumpulan Minyak Pelumas Bekas", "Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah Bahan Berbahaya dan Beracun".</li> <li>b. Evaluation of 103 types of regulations related to General Affairs and Agribusiness, such as: "Undang-Undang No.5 Tahun 1960 tentang Undang-Undang Pokok Agraria", "Peraturan Menteri Dalam Negeri No.15 Tahun 1975 tentang Ketentuan-Ketentuan Mengenai Tata Cara Pembebasan Tanah", "Undang-Undang No.25 Tahun 2009 tentang Pelayanan Publik", "Undang- Undang No.32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup", "Undang- Undang No.39 Tahun 2014 tentang Perkebunan".</li> <li>c. Evaluation against 124 types of regulation related to manpower and OHS such as: "Undang-Undang No.18 Tahun 1957 tentang Persetujuan Konvensi ILO No.100 mengenai Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya", "Undang-Undang No.1 Tahun 1970 tentang K3", "Undang-Undang No.23 Tahun 2002 tentang Perlindungan Anak", "Undang-Undang No.13 tahun 2013 tentang Ketenagakerjaan", "Keputusan Menteri Tenaga Kerja No.16 Tahun 2001 tentang Tatacara Pencatatan Serikat Pekerja/Serikat Buruh".</li> </ul>	<p>Comply</p>
--------------	---------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

		<p>The document also explains if there is any change/replaced regulation, it would be identified and evaluated and update the list for example: "Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah B3" was the regulation to replace the obsolete "Peraturan Pemerintah No.18 Tahun 1999 tentang Pengelolaan Limbah B3 sebagaimana yang telah diubah melalui Peraturan Pemerintah No.85 Tahun 1999"; "Peraturan Menteri Lingkungan Hidup No.14 Tahun 2013 tentang Simbol dan Label Limbah B3" is the regulation to replace "Keputusan Kepala Badan Pengendalian Dampak Lingkungan No.Kep- 05/Bapedal/09/1995".</p>	
<p><b>Criterion 2.2</b>          The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.</p>			
<p>2.2.1</p>	<p>Documents showing legal ownership or lease, history of land tenure ownership/control, and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have legally obtained the land ownership from government, as follows:</p> <p>a. Izin Lokasi – location permit:</p> <ol style="list-style-type: none"> <li>1. Surat Keputusan Gubernur Riau No.85/I.L- XII/1992 tentang Izin Lokasi dan Pembebasan Hak/Pembelian Tanah atas nama PT. Teknik Umum" dated 28 December 1992. The permit then subsequently issued with "Izin Hak Guna Usaha No.18-VIII-1995" and "Izin Hak Guna Usaha No.19-XIII-1995".</li> <li>2. "Surat Keputusan Gubernur Riau No.02- I/I.L/PGT/96 tentang Izin Lokasi untuk Keperluan Perkebunan Seluas 1,600 Ha" dated 24 January 1996. The permit then issued with "Izin HGU No.38/HGU/BPN/96".</li> <li>3. "Surat Keputusan Kepala Kantor Pertanahan Kabupaten Bengkalis No.020-VIII/IL/PGT/1994" dated 5 August 1994 jo. "Surat Keputusan No.01-VIII/R-PIL/PPT/1997 tentang Perpanjangan Izin Lokasi untuk Keperluan Perkebunan Kelapa Sawit Seluas 5,158 Ha" " dated 18 August 1997. The permit subsequently issued with "Izin Hak Guna Usaha No.61/HGU/BPN/99".</li> </ol> <p>b. "Izin Pelepasan Kawasan Hutan" - Forest Area Release:</p> <ol style="list-style-type: none"> <li>4. "Surat Keputusan Menteri Kehutanan No.772/Kpts-II/1993 tentang Pelepasan Sebagian Kelompok Hutan Sei Pingai, Sei Kelembayan yang Terletak di Kabupaten Bengkalis dan Kampar, Provinsi Riau seluas 6,466.7 Ha kepada PT. Teknik Umum"</li> </ol>	<p>Comply</p>

		<p>dated 18 November 1993. The permit then subsequently issued with "Izin Hak Guna Usaha No.18-VIII- 1995", "Izin Hak Guna Usaha No.19-XIII-1995" and "Izin Hak Guna Usaha No.38/HGU/BPN/96".</p> <p>5. "Surat Keputusan Menteri Kehutanan No.264/Kpts-II/1997 tentang Pelepasan Kawasan Hutan seluas 5,158 Ha di Kelompok Hutan Sungai Putih - Sungai Lubuk Terap, Kecamatan Siak, Kabupaten Bengkalis, Provinsi Riau" dated 19 May 1997. It was then subsequently issued with "Izin Hak Guna Usaha No.61/HGU/BPN/99".</p> <p>Company has able to show a complete set of legal land ownership as follows:</p> <p>a. "Hak Guna Usaha (HGU)" Land Use Right as refer to National Land Agency Minister decree dated 13 December 1994; letter number SK.84/HGU/BPN//94. HGU Certificate Number 1/Year 1995, dated 14 January 1995, has been awarded to PT. Teknik Umum which further amendment as refer to National Land Agency Miniter decree, letter number 18-VIII-1995 dated 19 May 1995 with regards to changes of HGU Certificate number 1/Year 1995 from PT. Teknik Umum to PT. Meridan Sejatisurya Plantation with reference to Deeds of Sales on behalf of Land Titles Registrar - Mr. Djoko Walijatun M.Sc – number 02/Year 1995, dated 22 September 1995. This changes has been registered in National Land Agency Kampar administration office on 13 October 1995.</p> <p>The Land Use Right (HGU) certificate issued for <b>4,416 Ha</b> area for oil palm plantation according to Measurement Statement Letter number 37/Year 1993, dated 18 October 1993, locted in Meridan village. The HGU certificate is valid until 31 December 2024.</p> <p>b. "Hak Guna Usaha (HGU)" Land Use Right as refer to National Land Agency Minister decree dated 13 December 1994; letter number SK.83/HGU/BPN//94. HGU Certificate Number 2/Year 1995, dated 24 January 1995, has been awarded to PT. Teknik Umum which further amendment as refer to National Land Agency Miniter decree, letter number 19-VIII-1995 dated 19 May 1995 with regards to changes of HGU Certificate number 2/Year 1995 from PT. Teknik Umum to PT. Meridan Sejatisurya Plantation with reference to Deeds of Sales on behalf of Land Titles Registrar - Mr. Djoko Walijatun M.Sc – number 02/Year 1995, dated 22 September 1995. This</p>	
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>displacement has been registered in National Land Agency Kampar administration office on 13 October 1995.</p> <p>The Land Use Right (HGU) certificate issued for <b>553 Ha</b> areas for oil palm plantation according to Measurement Statement Letter number 01/Year 1993, dated 18 October 1993, located in Sikijang village. The HGU certificate is valid until 31 December 2024.</p> <p>c. "Hak Guna Usaha (HGU)" Land Use Right) as refer to National Land Agency Minister decree dated 1 October 1996; letter number 38/HGU/BPN/96. HGU Certificate Number 2/Year 1996, dated 20 December 1996, has been awarded to PT. Meridan Sejatisurya Plantation. The Land Use Right (HGU) certificate issued for <b>1,600 Ha</b> areas for oil palm plantation according to Map Measurement number 11/Year 1995, dated 18 October 1995. The HGU certificate is valid until 20 December 2031.</p> <p>d. "Hak Guna Usaha (HGU)" Land Use Right as refer to National Land Agency Minister decree dated 2 July 1999; letter number 61/HGU/BPN/99. HGU Certificate Number 6/Year 1999, dated 26 August 1999, has been awarded to PT. Meridan Sejatisurya Plantation. The Land Use Right (HGU) certificate issued for <b>4,257.07 Ha</b> areas for oil palm plantation according to Measurement Statement letter number 3/Year 1998, dated 24 February 1998. The HGU certificate is valid until 26 August 2034.</p> <p>Total land use right (HGU) own PT MSSP are:</p> <table border="0"> <tr> <td>1.</td> <td>No. SK.84/HGU/BPN//94</td> <td>4,416.00 Ha</td> </tr> <tr> <td>2.</td> <td>No. SK.83/HGU/BPN//94</td> <td>553.00 Ha</td> </tr> <tr> <td>3.</td> <td>No. 38/HGU/BPN/96</td> <td>1,600.00 Ha</td> </tr> <tr> <td>4.</td> <td>No. 61/HGU/BPN/99</td> <td><u>4,257.07 Ha</u></td> </tr> <tr> <td></td> <td></td> <td><b>10,826.07 Ha.</b></td> </tr> </table>	1.	No. SK.84/HGU/BPN//94	4,416.00 Ha	2.	No. SK.83/HGU/BPN//94	553.00 Ha	3.	No. 38/HGU/BPN/96	1,600.00 Ha	4.	No. 61/HGU/BPN/99	<u>4,257.07 Ha</u>			<b>10,826.07 Ha.</b>	
1.	No. SK.84/HGU/BPN//94	4,416.00 Ha																
2.	No. SK.83/HGU/BPN//94	553.00 Ha																
3.	No. 38/HGU/BPN/96	1,600.00 Ha																
4.	No. 61/HGU/BPN/99	<u>4,257.07 Ha</u>																
		<b>10,826.07 Ha.</b>																
2.2.2	Legal boundaries are demonstrated clearly and maintained.	PT. Meridan Sejatisurya Plantation have identified HGU boundary poles complete with the GPS coordinates and demonstrates map indicating HGU poles scale 1:75,000.	Comply															

	<p>- Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have conducted boundary pole maintenance. The result available in "Laporan Pemeriksaan PAL Batas" on annual basis. Broken boundary poles have been repaired and re- installed.</p> <p>Company has a programed to maintain legal boundary poles within estate area. Up to August 2019 PT MSSP have been reinstalled 40 boundary poles, consisting: 4 boundary poles the old one, 2 poles was installed on 2014, 3 poles was installed on 2015, 5 poles installed on 2016, 8 poles installed on 2017, 10 poles installed on 2018 and 8 poles installed on 2019. All boundary poles are well conditions.</p> <p>Conducting Field inspection to boundary poles, such as:</p> <ol style="list-style-type: none"> <li>1. Boundary pole number 23 in field block R8, Afdeling 9, coordinates number: 0° 31' 0.16" N; 101° 46' 27.2" E.</li> <li>2. Boundary pole number 67 in field block P4, Afdeling 9, coordinates number: 0° 30' 13.16" N; 101° 45' 23.53" E.</li> <li>3. Boundary pole number 69 in field block Q8, Afdeling 10, coordinates number: 0° 30' 58.04" N; 101° 45' 31.37" E.</li> </ol>	
<p>2.2.3</p>	<p>In the event that there is a dispute or a dispute has occurred, adequate evidence of legitimate acquisition and compensation or compensation settlement process through conflict resolution which has been received through Free, Prior and Informed Consent by all related parties shall be provided.</p> <p>- Minor compliance -</p>	<p>Company has owned a procedure for land settlement, signed by Managing Director, dated 3 September 2012 – Revision 1. (Reference document: UMM-PLH- 2). The procedure has regulated the mechanism for land settlement process based on FPIC principles, such as socialization, land owner inventory, verification of land, land measurement along with land owner, price negotiation, and compensation.</p> <p>During 1997-2003, company has successfully completed land compensation for 1,973.56 Ha within HGU area consisted of 297 cases of land parcels from 19 groups of local communities. Review of record confirmed fair parties have accepted compensation without compulsion involved (e.g. company and land occupants). Agreement letters for each land parcel were maintained.</p>	<p>Comply</p>

		<p>During 2004-2007 (these period was the last land compensation made by company) for 1,272.70 Ha within HGU area consisted of 556 cases of land parcels from 36 groups of local communities. All detail records (e.g. agreement letter, payment evidence, etc.) were kept and maintained.</p> <p>Based on interview with surrounding community, "tokoh Adat Melayu" recorded that PT. Meridan Sejatisurya Plantation have not conducted land compensation for the land inside HGU area after period 2007.</p>	
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>According to Land use rights (HGU certificate) company has right to use the land for 10,826.07 Ha, on which 9,959.14 Ha has been planted. Audit team noted there was 866,91 Ha left within company legal boundary were occupied by community since company commenced their operation.</p> <p>PT. Meridan Sejati Surya Plantation is in coordination with community members (ninik mamak, ketua lembaga adat Melayu) and NGO related to settlement and clarification of overlapping area. Company and local community have agreed to communicate the issue in civilized manner. After a series of meeting and communication, PT. Meridan Sejati Surya Plantation and local communities comes into consensus related to the overlapping land. Community of "Kelompok Masyarakat Kerinci Kanan dan Kerinci Kiri" issued statement letter, explaining that they have been managing the land belong to their parents, which burdened with land title status. The statement dated 18 August 2015. The community does acknowledged and respect the land status and aware of the overlapping condition. It is also mentioned that good and appropriate settlement, putting discussion and communication as priority in settlement process.</p> <p>PT. Meridan Sejati Surya Plantation has communication plan and continuously monitor of community aspiration related to the issue.</p> <p>In year 2019, based on stakeholder consultation with ex-member of Kelompok Tani Tunas Karya, whose own land inside HGU area; statement noted:</p>	Comply

		<ul style="list-style-type: none"> <li>- Farmer community in the area has owned and user right of the land (Surat Keterangan Tanah/SKT) from District Authority since 1980's before PT. Meridan Sejatisurya Plantation in operation.</li> <li>- In the beginning farmer community planted rubber tree, subsequently converted into oil palm since 1997-1998.</li> <li>- PT. Meridan Sejatisurya Plantation have never conduct land compensation upon land owned by farmer communities, member of "Kelompok Tani Tunas Jaya".</li> <li>- "Kelompok Tani Tunas Jaya", in Kerinci Kanan Village have been disbanded, and part of the member joined into organization called "Asosiasi Petani Sawit" – consist of 7 farmer groups.</li> <li>- PT. Meridan Sejatisurya Plantation have never conduct coercion, intimidation or use of force in approaching the farmer community.</li> <li>- Company and farmer community is in the middle of intensive communication for partnership program, for purchase of FFB from farmer community who owns the land.</li> <li>- As of December 2017, the partnership plan development with points of agreement from both company and farmer community. One of the matters, related to terms of payment. Farmer community asked for payment 3x per week; while company asked for payment 1x per month.</li> </ul> <p>Based on stakeholder consultation with villages and local communities around the plantations (head of Kerinci Kanan Village: Bpk. Ahadim and Kayu Batu Village: Bpk. Tiar) as well as NGO "Laskar Adat Melayu"; statement noted that there was no land conflict between surrounding community and PT. Meridan Sejatisurya Plantation.</p>	
2.2.5	For any conflict or dispute over the land, the evidence of the extent of disputed area is mapped out in a participatory way with involvement of affected parties (including	According to Land use rights (HGU certificate) company has right to use the land for 10,826.07 Ha. Audit team noted, there was community within company legal boundary occupied 866.91 Ha left since company commenced their operation.	Comply



	<p>neighboring communities and local government where applicable), shall be available.</p> <p>- Minor compliance –</p>	<p>Based on management explanation, this area located within HGU but remains under control of previous traditional owner (local community), whose not willing to release their right. Company has not compensated this area. Company has identified and mapped the land owner of this area:</p> <table border="1" data-bbox="857 507 1579 1056"> <thead> <tr> <th>No</th> <th>Remarks</th> <th>(Ha)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Kelompok Nurlingga</td> <td>65,00</td> </tr> <tr> <td>2</td> <td>Masyarakat Lubuk Dalam</td> <td>140,00</td> </tr> <tr> <td>3</td> <td>Kelompok Sipayung</td> <td>60,00</td> </tr> <tr> <td>4</td> <td>Lahan Kas Desa Kerinci Kanan</td> <td>12,00</td> </tr> <tr> <td>5</td> <td>Haji Ayub</td> <td>45,00</td> </tr> <tr> <td>6</td> <td>Masyarakat Kerinci Kanan</td> <td>140,00</td> </tr> <tr> <td>7</td> <td>Kelompok Tani Tunas Karya</td> <td>260,00</td> </tr> <tr> <td>8</td> <td>Kampung Tempel</td> <td>34,91</td> </tr> <tr> <td>9</td> <td>Masyarakat Kerinci Kiri</td> <td>110,00</td> </tr> <tr> <td colspan="2"><b>Total area</b></td> <td><b>866,91</b></td> </tr> </tbody> </table> <p>Company has prepared a plan for settlement on overlapping area, as in document titled "Rencana Penyelesaian Tumpang Tindih Lahan seluas 866.6 Ha period tahun 2015-2018". The document explains, that:</p> <ul style="list-style-type: none"> <li>- The land of 866.91 Ha located within company's land title "Hak Guna Usaha/HGU No.06 tahun 1999" with total area of 4,257.07 Ha, as per "Surat Keputusan Kepala BPN No.61/HGU/BPN/99" dated 2 July 1999.</li> <li>- The land was belong to 9 communities/groups as abovementioned; and have not been compensated since the beginning.</li> </ul>	No	Remarks	(Ha)	1	Kelompok Nurlingga	65,00	2	Masyarakat Lubuk Dalam	140,00	3	Kelompok Sipayung	60,00	4	Lahan Kas Desa Kerinci Kanan	12,00	5	Haji Ayub	45,00	6	Masyarakat Kerinci Kanan	140,00	7	Kelompok Tani Tunas Karya	260,00	8	Kampung Tempel	34,91	9	Masyarakat Kerinci Kiri	110,00	<b>Total area</b>		<b>866,91</b>	
No	Remarks	(Ha)																																		
1	Kelompok Nurlingga	65,00																																		
2	Masyarakat Lubuk Dalam	140,00																																		
3	Kelompok Sipayung	60,00																																		
4	Lahan Kas Desa Kerinci Kanan	12,00																																		
5	Haji Ayub	45,00																																		
6	Masyarakat Kerinci Kanan	140,00																																		
7	Kelompok Tani Tunas Karya	260,00																																		
8	Kampung Tempel	34,91																																		
9	Masyarakat Kerinci Kiri	110,00																																		
<b>Total area</b>		<b>866,91</b>																																		

		<ul style="list-style-type: none"> <li>- In 2011, company has tried to compensated the land, but the community does not willing to be compensated. This includes company effort to ask for mediation by district authority in 10 August 2011. Letter evident: "Camat Kerinci Kanan perihal Permohonan Mediasi Proses Pembebasan Lahan dalam HGU PT Meridan Sejatisurya Plantation (Surat No. 02.04/X/17/VIII/2011)" dated 10 August 2011. However, the effort was not responded by district authority. Company continues to approach through community leader/"ninik mamak" whose represented the communities – have not comes into concensus.</li> <li>- The land parcel have been planted by the farmer community with oil palm, aged (average) 14 years old palm. Some part of the land have been built with housing compound for 13 households.</li> <li>- Approach was conduct for farmer community with planning for implementation of partnership/"KKPA" and in process of negotiation.</li> <li>- Company is in consultation with Plantation Office – "Dinas Perkebunan" and Lands Office - "Badan Pertanahan Nasional".</li> <li>- The land condition is safe, no conflict between parties.</li> <li>- Company has prepared a program for 2018-2019, whereby consist of seven (7) type of activities such as maintain communication with communities and related officials, implementation of community relation program, implementation of CSR program, due diligence for partnership FFB purchase program, dissemination of partnership FFB purchase program, and preparing terms and condition for partnership program.</li> <li>- The documents complemented with land area map, scale 1:60,000.</li> </ul> <p>Up to surveillance 1 assessment, these areas still under control of traditional owners, and company did not force the local community to release their land tenure right. Based on field visit to Block R8, Q8 and P4 Afdeling 9-10 bordering with HGU area, there is a clear boundary trenches; in addition the area has been mapped into PT. Meridan's operational map. PT.</p>	
--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>Meridan Sejatisurya Plantation have mapped the disputed area with traditional land owners in Block R8, Q8 and P4 Afdeling 9-10.</p> <p>In year 2019 during surveillance 1, based on stakeholder consultation with ex-member of Kelompok Tani Tunas Karya, whose own land inside HGU area; statement noted:</p> <ul style="list-style-type: none"> <li>- Farmer community in the area has owned and user right of the land (Surat Keterangan Tanah/SKT) from District Authority since 1980's before PT. Meridan Sejatisurya Plantation in operation.</li> <li>- In the beginning farmer community planted rubber tree, subsequently converted into oil palm since 1997-1998.</li> <li>- PT. Meridan Sejatisurya Plantation have never conduct land compensation upon land owned by farmer communities, member of "Kelompok Tani Tunas Jaya".</li> <li>- "Kelompok Tani Tunas Jaya", in Kerinci Kanan Village have been disbanded, and part of the member joined into organization called "Asosiasi Petani Sawit" – consist of 7 farmer groups.</li> <li>- PT. Meridan Sejatisurya Plantation have never conduct coercion, intimidation or use of force in approaching the farmer community.</li> <li>- Company and farmer community is in the middle of intensive communication for partnership program, for purchase of FFB from farmer community who owns the land.</li> <li>- As of December 2017, the partnership plan development with points of agreement from both company and farmer community. One of the matters, related to terms of payment. Farmer community asked for payment 3x per week; while company asked for payment 1x per month.</li> </ul> <p>Based on stakeholder consultation with "Badan Pertanahan Nasional – Kantor Wilayah Provinsi Riau", Rimba Cempedak hamlet communities, and Harapan Baru village</p>	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		communities, as well as NGO "Laskar Adat Melayu"; statement noted that there was no land conflict between surrounding community and PT. Meridan Sejatisurya Plantation.	
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations.  - Major compliance -	Based on management explanation and verification into social documents, there is no indication of conflict escalation and/or use of violence force through para-military in conflict handling.  During stakeholder consultation with lembaga adat Melayu, village head and local community; there is no escalating conflict. Company does not disturbing local community and their tenurial right.  Based on interview with surrounding communities, and "Laskar Adat Melayu" stated that PT. Meridan Sejatisurya Plantation have not performed any land compensation inside the land titled area/"Hak Guna Usaha/HGU" after period 2006.	Comply
<b>Criterion 2.3</b>			
Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
2.3.1	Maps with appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities).  - Major compliance -	There was no land disputed within company and traditional land owner, even there are part of HGU owns by initial landowner. Up to initial assessment, these areas still under control of traditional owners, and company did not force the local community to release their land tenure right. Based on field visit to Block R8, Q8 and P4 Afdeling 9-10 neighbor that bordering with HGU area, there is a clear boundary pit; in addition the area has been mapped into PT. Meridan's operational map.  Based on interview with surrounding community, "tokoh Adat Melayu" recorded that PT. Meridan Sejatisurya Plantation have not conducted land compensation for the land inside HGU area after period 2006.	Comply
2.3.2	Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include:	As explained in indicator 2.2.3, Company has established land compensation procedure as "Prosedur Pembebasan Lahan" UMM-PLH-2 signed by Managing Director on 2 September 2012. In the procedure, all land compensation process explained, from initial communication, land inventory, verification, land measurement with relevant parties,	Comply

	<p>a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation See specific guidance 2.3.2 - Minor compliance -</p>	<p>negotiation and payment. Based on document review and interview, company has meet FPIC principles, without force from one party.</p> <p>Since 2008, company stopped land expansion for oil palm plantation, therefore no land compensation performed. For the period 1997 – 2003, company has performed compensation covering 1,973.56 Ha or 297 land parcels, under ownership of 19 persons/groups. Sample: Land compensation to Mr. Y, Lubuk Dalam village for land parcel of 14 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 23 September 2003. Inside both document, there is agreement from discussion result between company and Mr. Y; acknowledged by Kepala Desa Lubuk Dalam and other witnesses.</p> <p>For period 2004 – 2007, company has performed compensation covering 1,272.70 Ha or 556 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 22 March 2005. Inside both documents, there were agreement from discussion result between company and Mr. H/AK; acknowledged by "Kepala Desa Kerinci Kanan" and other witnesses. The document also completed with Scelet Kaart (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by "Kepala Desa Kerinci Kiri", "Ketua RT", "Ketua RW" and neighboring landowners.</p> <p>Land compensation to Mr. WS, Rawang Kawo village for land parcel of 28 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 22 May 2006. Inside both document, there is agreement from discussion result between company and Mr. WS; acknowledged by "Kepala Desa Kerinci Kanan" and other witnesses. The document also completed with Scelet Kaart (land parcel situation map) as result from collective measurement process between company and Mr. WS and acknowledged by "Kepala Desa Kerinci Kanan", "Kepala Desa Kerinci Kiri", "Camat Kerinci Kanan" and "Ninik Mamak Kerinci Kanan".</p> <p>Based on interview with Mr. Ahadin, from Rimba Cempedak hamlet, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this</p>	
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping.</p> <p>The example above is the last compensation payment done by PT MSSP, so for period 2007 up to August 2019 there is no compensation payment.</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>Since 2008, company stopped land expansion for oil palm plantation, therefore no land compensation performed. Based on document review and interview, company has meet FPIC principles, started with communication of estate development.</p> <p>Based on interview with surrounding community, "tokoh Adat Melayu" recorded that PT. Meridan Sejatisurya Plantation have not conducted land compensation for the land inside HGU area after period 2007.</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>Since 2008, company stopped land expansion for oil palm plantation, therefore no land compensation performed. In addition, based on document review upon compensation records, company has involving all relevant parties as mediator in compensation process.</p> <p>Based on interview with Mr. Ahadin, from Rimba Cempedak hamlet, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping.</p>	Comply
Principle 3: Commitment to long-term economic and financial viability			
Criterion 3.1			
<b>There is an implemented management plan that aims to achieve long-term economic and financial viability.</b>			
3.1.1	<p>A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders.</p> <p>- Major compliance-</p>	<p>PT MSSP shows the business management plan called "Proyeksi PT Meridan Sejati Surya Plantation Tahun 2019-2023". The business plan includes the projection of FFB production in total, costs, sales and revenues. Crop production projection/FFB yield trends over 4 years, mill extraction rates trends, cost of production. The FFB production takes into consideration</p>	Comply

the actual FFB production from 2014-2018. The business plan also taking into consideration the price forecast and financial indicators (such as inflation and currency exchange).

PT Meridan Sejati Surya Plantation demonstrates financial report for fiscal year ends 31 December 2018. The financial report prepared by independent auditor, Purwantoro, Sungkono & Surja report No.01646/2.1032/AU.1/01/0698-3/1/VI/2019 dated 26 June 2019. The auditor, in opinion mentioned that the financial report is good and comply with the Indonesian Financial Accountant Standard.

Estate: The projection plan further cascaded into yearly budget. The annual budget 2019 for estate divided per division. Target for FFB production in 2019 planned for 200,124 MT – with mature area 8,951 Ha, yield 22.35 tons FFB/Ha; 2020 planned for 164,036 MT – with mature area 7,347 Ha, yield 22.32 tons FFB/Ha; 2021 planned for 117,169 MT – with mature area of 5,242 Ha, yield 22.35 tons FFB/Ha. Year 2022 planned for 96,040 MT – with mature area of 4,428 Ha, yield 21.69 tons FFB/Ha: Year 2023 planned for 96,040 MT – with mature area of 4,428 Ha, yield 21.69 tons FFB/Ha. The projection takes into consideration the achievement trends, planting years, plan progeny and land suitability class. The projection reveals the upkeep/maintenance cost 2019 at Rp.386/kg FFB. These costs consist of upkeep cost, harvesting costs, and overhead costs.

Sei Pingai POM have recorded the 2018-2019 processing performance.

Month	FFB (Ton)			CPO (Ton)	PK (Ton)
	Certified	Non Certified	Total		
Jan-18	-	20,210.28	20,210.28	4,165.34	1,146.12
Feb-18	-	19,428.26	19,428.26	4,163.86	1,052.62
Mar-18	-	19,487.58	19,487.58	4,173.44	1,017.15
Apr-18	-	20,125.53	20,125.53	4,177.40	1,107.97
May-18	-	19,823.29	19,823.29	4,165.21	1,090.31
Jun-18	-	17,400.00	17,400.00	3,731.40	922.58

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

		Jul-18	-	24,620.98	24,620.98	5,351.27	1,256.94		
		Aug-18	-	23,550.19	23,550.19	5,137.94	1,259.87		
		Sep-18	-	25,434.90	25,434.90	5,489.71	1,314.61		
		Oct-18	-	25,344.07	25,344.07	5,326.62	1,305.32		
		Nov-18	17,806.45	5,033.50	22,839.95	4,631.34	1,178.54		
		Dec-18	15,363.16	5,858.10	21,221.26	4,372.64	1,097.22		
		Jan-19	14,863.83	5,642.54	20,506.37	4,290.34	1,060.70		
		Feb-19	12,418.56	5,013.84	17,432.40	3,707.62	936.74		
		Mar-19	12,477.82	6,256.99	18,734.81	4,123.29	971.52		
		Apr-19	11,341.75	5,086.67	16,428.42	3,450.28	835.10		
		May-19	12,523.59	6,250.36	18,773.95	3,911.72	955.17		
		Jun-19	10,686.49	6,547.61	17,234.10	3,523.05	872.12		
		Jul-19	13,671.98	8,670.98	22,342.96	4,735.99	1,128.05		
		Aug-19	13,325.35	7,487.59	20,812.94	4,590.07	1,053.48		
		Total	134,478.98	61,848.18	196,327.16	41,336.34	10,088.64		
		<p>The projection plan for mill cascaded into "Rekapitulasi Biaya Langsung dan Tidak Langsung Pabrik Minyak Kelapa Sawit Sei Pingai".</p> <p>2019: FFB process 200,124 MT; OER 22.50%; CPO production 45,028 MT; KER 5.5%; Kernel Production 11,007 MT.</p> <p>2020: FFB process 164,036 MT; OER 22.50%; CPO production 36,908 MT; KER 5.5%; Kernel Production 9,022 MT.</p>							



		<p>2021: FFB process 117,169 MT; OER 22.50%; CPO production 26,363 MT; KER 5.5%; Kernel Production 6,444 MT.</p> <p>The projection also reveals the processing costs for 2019 - 2021. The projection costs consist of direct costs (cost at each station) and indirect cost (salary, benefit, permit and licenses, insurance, security, human capital development).</p>																							
<p>3.1.2</p>	<p>An annual replanting program projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.</p> <p>- Minor compliance-</p>	<p>Based on Area Statement, PT MSSP has done replanting in 2019, as 620.16 Ha done up to August 2019, and 158.69 Ha are still on progress.</p> <table border="1" data-bbox="857 655 1301 1166"> <thead> <tr> <th>Year of Planting</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td>1995</td> <td>1,314.36</td> </tr> <tr> <td>1996</td> <td>2,240.27</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> <tr> <td>2019</td> <td>620.16</td> </tr> <tr> <td>On progress 2019</td> <td>158.69</td> </tr> <tr> <td>Total Planted + LC</td> <td>9,405.70</td> </tr> </tbody> </table> <p>Replanting program:            Year 2019 for 946.35 Ha under Division II;            Year 2020 for 846.71 Ha under Division I;            Year 2021 for 937.21 Ha under Division III;</p>	Year of Planting	Area (Ha)	1995	1,314.36	1996	2,240.27	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	2019	620.16	On progress 2019	158.69	Total Planted + LC	9,405.70	<p>Comply</p>
Year of Planting	Area (Ha)																								
1995	1,314.36																								
1996	2,240.27																								
1997	1,839.92																								
1998	2,060.93																								
2003	150.00																								
2004	710.28																								
2005	371.09																								
2019	620.16																								
On progress 2019	158.69																								
Total Planted + LC	9,405.70																								

		<p>Year 2022 for 992.42 Ha under Division IV;          Year 2023 for 985.28 Ha under Division VII;          Total 4,707.97 Ha.          Replanting review notes sighted.</p>	
Principle 4: Use of appropriate best practices by growers and millers			
Criterion 4.1			
<b>Operating procedures are appropriately documented, consistently implemented and monitored.</b>			
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>PT Meridan Sejati Surya Plantation demonstrated "Operational Best Practices Oil Palm Agronomy Book 1 &amp; Book 2" approved as of 1 July 2012. The operational agronomy book 1 covers the oil palm management guidelines from nursery, land preparation, road and bridge structure and maintenance, culvert construction and maintenance, soil and water conservation, legume cover crop planting, palm oil planting, weed controls, fertilizer. The operational agronomy book 2 covers the pest and disease controls/management, castration and canopy management, palm census and production census, harvesting, pesticide management, transport management, marginal land management, replanting.</p> <p>Sample taken: Operational Best Practices-Pembibitan No.MN.FR.COP.OPA.PBT dated 1 July 2012. The SOP contains Definition, responsibility, policy – related to location and hectarage of nursery area, water availability, oil palm seedling orders. There are two types of nursery – one stage and two-stage nursery. Pre-nursery stage and main-nursery stage explains receiving, counting and planting of seedling (including identification of abnormal seedling), watering the seedling, fertilizer application, pest and disease management for pre-nursery, weed control, seedling selection, nursery census and administrative control. There is no changes on their operational procedure for Mill and Estates.</p> <p>SOP Agronomy – Operational Best Practices Oil Palm Agronomy dated 1 July 2012, divided into: Book 1: Nursery No.FR.COP.OPA.PBT, Land Preparation No.FR.COP.OPA. PLH up to Manuring/Fertilizing No.FR.COP.OPA.PMK. Book 2: Pest &amp; Disease Control Management No.FR.COP.OPA.PHT, up to Replanting No.FR.COP.OPA.PRM.</p>	Comply

		<p>This SOP also consist of working instruction for receiving the seedling WI.FR.COP.CA.OPA.PBT.01 – Penerimaan Kecambah, WI.FR.COP.CA.OPA.PBT.02 – Perhitungan dan Seleksi Kecambah, WI.FR.COP.CA.OPA.PBT.03 – Penanaman Kecambah di Persemaian, WI.FR.COP.CA.OPA.PBT.04 – Perlakuan Pemisahan Bibit Ganda, WI.FR.COP.CA.OPA.PBT.05 – Penanaman Bibit di pembibitan Utama. Standar Pengukuran ST.FR.COP.OPA.PBT. There are also working instructions for the processing. PT Meridan Sejati Surya Plantation – Sei Pingai Estate have implemented progressive pruning, consistently implemented since 2015.</p> <p>At palm oil mill, PT Meridan Sejati Surya Plantation demonstrated the operational best practices for oil palm processing and “Sistem Pabrik Kelapa Sawit Manual Laboratorium”. The operational best practices comprise of production planning, oil palm processing, mill maintenance, dispatching, and control of nonconforming products.</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 Meridan Sejati Surya Plantation does have system for internal audit. Procedure Internal Audit No.IADASM-02 dated 23 January 2012. The internal audit scheduled twice in a year. The procedure explains the responsibility, internal audit requirement, procedure for internal audit, scope of internal audits, report writing formats.</p> <p>Record seen:</p> <p>Internal audit agronomy has been conducted on 18 – 22 Feb 2019 to ensure the operations procedure is implemented. Responsible person who conduct internal audit agronomy is Internal Audit department. Document sighted “Laporan Hasil Audit Operasional Kebun dan PKS No.02.0.1/LHA-OPR/08/III/2019”. Audit scope: work handover; production and plantation department; estate and mill’s cash flow; estate and mill’s warehouse inventory audit; technical department, human resources department, division administration; security; mill performance; estate and mill management performance report. Internal audit agronomy known as Performance Base Crop Quality Control on 18 – 22 Feb 2019, consists of all afdeling (divisions). The activities checked are:</p> <ol style="list-style-type: none"> <li>1. Harvesting Rotation, Harvesting Covered Area (Ha), Mandays (HK), Output (Ha/HK), Crop Density(%), Bunches Count, Number of Trees, SPH, OER.</li> </ol>	Comply

		<p>2. Quality of Harvesting Area/Ancak: Block, Number of Trees Checked, Number of FFB's, Loosefruit Remains, FFB Remains/Left.</p> <p>3. FFB Quality Checking: Number of FFB's checked, Unripe, Ripe, Over Ripe, Empty Bunch, Long Stalk.</p> <p>4. Transport Quality Checking;</p> <p>5. Palm Condition;</p> <p>6. Harvesting compartment/ancak Quality: Circle, Path, Terrace, platform/TPH.</p> <p>Total score: Satisfactory (&lt; 80), Good (&gt; 80 but &lt; 90), Excellent (&gt; 90).</p> <p>Result of Mill operational internal audit also recorded in the document "Laporan Hasil Audit Operasional Kebun dan PKS No.02.0.1/LHA-OPR/08/III/2019". Audit scope: Stock of CPO and PK at palm oil mill, mill performance, loses of CPO and PK, evaluation of employee overtime, evaluation of CaCO<sub>3</sub> uses, factory cleanliness, wastewater management and biogas plant management.</p>					
4.1.3	<p>Records of monitoring and any follow-up actions shall be available.</p> <p>- Minor compliance -</p>	<p>Based on "Laporan Hasil Audit Operasional Kebun dan PKS No.02.0.1/LHA-OPR/08/III/2019", there are several monitoring result that need follow up action, examples:</p> <p>1. There are VOPs that grown in circles and interrows in Division I, V and VII. Follow up action: Assistant on Division I, V &amp; VII and Askep Rayon A &amp; B shall eliminate VOPs that grown in the circles and interrows because it absorb nutrient from fertilizers.</p> <p>2. OER and KER for period 1 to 18 January 2019 is under budget; OER 21.44% - budget 22.00%; KER 5.41% - budget 5.50%. Follow up action: Laboratory Assistant, Processing Assistant, Askep and Mill Manager shall conduct evaluation why OER and KER target is not achieved, and ensure processing activities are comply to the SOP, conduct monitoring in loses points, monitor all data of CPO &amp; PK analysis result and use data result as information to perform improvements. The palm oil mill shall make FFB grading feedback report, e.g. FFB ripeness and loose fruit presentation and reported to GM/EM as evaluation input to improve FFB quality.</p>	Comply				
4.1.4	<p>Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available.</p> <p>- Major compliance -</p>	<p>PT Meridan Sejati Surya Plantation records the FFB sourced from third-party supplier in the Laporan harian PKS PT Meridan Sejati Surya Plantation. The palm oil mill have summarized the amount of FFB received from third party outgrowers in 2018 - 2019:</p> <table border="1" data-bbox="855 1353 1659 1399"> <thead> <tr> <th>FFB Supplier</th> <th>FFB supplied (tons)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	FFB Supplier	FFB supplied (tons)			Comply
FFB Supplier	FFB supplied (tons)						

		2018	2019		
		PT Panca Surya Garden	8,469.20	4,597.50	
		PT Citra Palma Kencana	9,157.72	8,712.48	
		PT Setia Agrindo Lestari	6,968.30	7,371.17	
		PT Setia Agrindo Mandiri	29,010.84	27,738.96	
		PT Indogreen Jaya Abadi	2,648.05	2,992.85	
		<p>Note: for 2019 realization until August 2019.</p> <p>Those FFB suppliers are sister company under First Resources Limited. MoU of FFB sales are available, i.e. between PT MSSP as first party and PT Citra Palma Kencana as second party, dated 2 Jan 2019. The MoU mentioned that 2<sup>nd</sup> party sold FFB to 1<sup>st</sup> party; and 2<sup>nd</sup> party ensure that all FFB sold are belong to 2<sup>nd</sup> party. FFB price determine at end of month based on average of weekly Disbun (Plantation Agency of Riau Province) price. First party receive FFB from 2<sup>nd</sup> party with condition that FFB delivered are coming from legal sources, not from forest area, HCV, stolen or from area that prohibited by applicable regulation.</p> <p>The organization has established Sustainability Supply Chain Framework, dated January 2019, to ensure that the Group's palm oil products are produced using supplies from responsible and sustainable sources. Aim to comply with sustainability Palm Oil Policy 2015; achieve sustainability goals and aspirations; minimize reputational risks and minimize supply chain disruption risks. The framework is applicable to external suppliers of CPO, PK and FFB. Currently PT MSSP does not receive any FFB from outside of First Resources Limited.</p>			
<p><b>Criterion 4.2</b>            Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.</p>					

<p>4.2.1</p>	<p>A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available.</p> <p>- Major compliance -</p>	<p>PT Meridan Sejati Surya Plantation has established SOP for fertilizing/manuring under SOP Pemupukan (MN.FR.COP.OPA.PMK) dated 1 July 2012. The procedure consist of company policy on fertilizer/nutrient application, deficiency symptoms (N, P, K, Mg, Cu, Fe, B), details of fertilizer to be applied, nutrient requirement, application and frequency for young and mature palm.</p> <p>The SOP also covers palm byproduct application, such as EFB and POME application. There was also guidelines for leaf sample taking under "Pedoman Umum Pengambilan Contoh Daun/LSU di Lapangan".</p> <p>Implementation of fertilizer regime to maintain soil fertility see indicator 4.2.2.</p>	<p>Comply</p>																																							
<p>4.2.2</p>	<p>Records of fertilizer inputs shall be available.</p> <p>- Minor compliance -</p>	<p>PT Meridan Sejati Surya Plantation demonstrated document of fertilizer recommendation under "Rekomendasi Pemupukan Tahun 2019", issued in October 2018". The document explains the recommendation of fertilizer inputs per type, per blocks to be applied. Fertilizer recommendation and realisation in Sei Pingai Estate in 2018 and 2019 based on fertilizer recommendation are:</p> <table border="1" data-bbox="862 930 1774 1305"> <thead> <tr> <th rowspan="2">Type of Fertilizer</th> <th colspan="2">2018</th> <th colspan="2">2019</th> </tr> <tr> <th>Recom. (kg)</th> <th>Real. (kg)</th> <th>Recom. (kg)</th> <th>Real. (kg)</th> </tr> </thead> <tbody> <tr> <td>Urea</td> <td>2,363,565</td> <td>2,275,015</td> <td>1,852,368</td> <td>1,009,073</td> </tr> <tr> <td>Rock Phosphate</td> <td>1,463,520</td> <td>1,456,783</td> <td>1,248,650</td> <td>962,154</td> </tr> <tr> <td>MOP</td> <td>2,712,319</td> <td>2,495,094</td> <td>2,189,711</td> <td>1,458,577</td> </tr> <tr> <td>Dolomite</td> <td>1,226,822</td> <td>1,166,750</td> <td>881,285</td> <td>455,790</td> </tr> <tr> <td>Kieserite</td> <td>252,237</td> <td>188,981</td> <td>243,388</td> <td>193,336</td> </tr> <tr> <td>HGFB</td> <td>125,168</td> <td>112,779</td> <td>95,318</td> <td>42,365</td> </tr> </tbody> </table> <p>Note: for 2019 realization until August 2019.</p>	Type of Fertilizer	2018		2019		Recom. (kg)	Real. (kg)	Recom. (kg)	Real. (kg)	Urea	2,363,565	2,275,015	1,852,368	1,009,073	Rock Phosphate	1,463,520	1,456,783	1,248,650	962,154	MOP	2,712,319	2,495,094	2,189,711	1,458,577	Dolomite	1,226,822	1,166,750	881,285	455,790	Kieserite	252,237	188,981	243,388	193,336	HGFB	125,168	112,779	95,318	42,365	<p>Comply</p>
Type of Fertilizer	2018			2019																																						
	Recom. (kg)	Real. (kg)	Recom. (kg)	Real. (kg)																																						
Urea	2,363,565	2,275,015	1,852,368	1,009,073																																						
Rock Phosphate	1,463,520	1,456,783	1,248,650	962,154																																						
MOP	2,712,319	2,495,094	2,189,711	1,458,577																																						
Dolomite	1,226,822	1,166,750	881,285	455,790																																						
Kieserite	252,237	188,981	243,388	193,336																																						
HGFB	125,168	112,779	95,318	42,365																																						

4.2.3	<p>Records of periodical leaf, soil and visual analysis shall be available.</p> <p>- Minor compliance -</p>	<p>Periodical leaf analysis of PT MSSP Sei Pingai Estate are done by internal group research laboratory, PT Panca Surya Garden. Result of leaf sampling analysis are presented in Leaf Analysis Result, e.g. Lab. Ref. #25/PSG/RST-LAB/DN/V/2018; Cust. Req. #18/ARS-R&amp;D/PSG/IV/2018; Plantation: MSSP1 - Sei Pingai; Sample accepted: 20 Apr 2018; Analysis Finished: 25 Apr 2018. Sample of analysis result for LSU Block MSSP1-III-E11-1-1996-2019; sample #18/4547; 2.28% N; 0.175% P; 0.87% K; 0.26% Mg; 0.43% Ca an 20.10 ppm B. Leaf sample analysis results are sufficient to recognize crops nutrition. Soil Analysis conducted in April 2012.</p> <p>The result of leaf sampling analysis, soil sampling analysis along with visual analysis, planting material, planting age and rain fall are considered in proposing the Fertilizer Recommendation.</p>	Comply														
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>EFB are applied with dosage 30 MT/Ha. Field visit are performed to EFB application at Block N16 Division 8. EFB applied between 2 palm using wheel barrow. Each point applied 2 wheel barrow. EFB application are applied based on best agriculture practice and SOP.</p> <p>Based on document recapitulation of EFB application 2018 and 2019, total EFB applied to planted area in 2018 was 33,072.04 MT onto 1,090.19 Ha spread in Division 6, 8, 9 and 10, compare to budget 43,379.40 MT onto 1,445.98 Ha. Whilst in 2019 (until August) was 18,213,58 MT onto 938.73 Ha spread in Division 2, 6, 7, 8 and 9, compare to budget 37,304.96 MT onto 1,243.50 Ha.</p> <p>While for POME application in 2018 are as follows:</p> <table border="1" data-bbox="857 1058 1207 1382"> <thead> <tr> <th>Month</th> <th>POME applied (m<sup>3</sup>)</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>13,226</td> </tr> <tr> <td>Feb</td> <td>12,864</td> </tr> <tr> <td>Mar</td> <td>12,665</td> </tr> <tr> <td>Apr</td> <td>13,030</td> </tr> <tr> <td>May</td> <td>12,833</td> </tr> <tr> <td>Jun</td> <td>11,299</td> </tr> </tbody> </table>	Month	POME applied (m <sup>3</sup> )	Jan	13,226	Feb	12,864	Mar	12,665	Apr	13,030	May	12,833	Jun	11,299	Comply
Month	POME applied (m <sup>3</sup> )																
Jan	13,226																
Feb	12,864																
Mar	12,665																
Apr	13,030																
May	12,833																
Jun	11,299																

		<table border="1"> <tr> <td>Jul</td> <td>16,043</td> </tr> <tr> <td>Aug</td> <td>15,347</td> </tr> <tr> <td>Sep</td> <td>16,555</td> </tr> <tr> <td>Oct</td> <td>16,513</td> </tr> <tr> <td>Nov</td> <td>15,057</td> </tr> <tr> <td>Dec</td> <td>13,932</td> </tr> <tr> <td>Total</td> <td>169,364</td> </tr> </table> <p>Location of Land Application was comply with designated blocks from "Berita Acara Pengawasan Izin Air Limbah dari Industri Minyak Sawit pada Perkebunan Kelapa Sawit PT Meridan Sejati Surya Plantation, Kecamatan Kerinci Kanan". Issued by "Dinas Lingkungan Hidup Kabupaten Siak", dated 13 September 2017. Designated blocks for land application are K13 – K17, L13 – L18, M16 – M18 with total size is 180.40 Ha.</p> <p>Based on "Rekapitulasi Lokasi Land Aplikasi", number of flatbed: 19,161 bed; Volume: 2.88 m3/bed; total Palm: 21,633 palm applied.</p>	Jul	16,043	Aug	15,347	Sep	16,555	Oct	16,513	Nov	15,057	Dec	13,932	Total	169,364	
Jul	16,043																
Aug	15,347																
Sep	16,555																
Oct	16,513																
Nov	15,057																
Dec	13,932																
Total	169,364																
<p><b>Criterion 4.3</b> Practices minimise and control erosion and degradation of soils.</p>																	
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>PT Meridan Sejati Surya Plantation is able to provide soil map under "Peta tanah semi-detil PT Meridan Sejati Surya Plantation" scale 1:50,000 based on Semi Detail Soil Survey conducted in 2012. In Geology, area of Sei Pingai Estate, PT MSSP are in young tertiary formation (Neogin), in some lowland sporadically categorized as young sediment can be included in Quarter Formation (Holosin). Areal physiography categorized as folding with topography flat until hilly, slope 3% - 50%. Most of parent material are sand stone and a small part of clay stones. Elevation range are between 25 – 90 m asl.</p>	Comply														



SPT	Description	Area (Ha)
1	Typic Paleudult, quick drain, wavy to hilly	1,262.67
2	Typic Paleudult, quick drain, hilly	809.38
3	Typic Paleudult, quick drain, wavy	2,406.78
4	Typic Paleudult, medium drain, choppy to wavy	1,345.92
5	Typic Paleudult, medium drain, choppy to wavy	744.99
6	Typic Paleudult, medium drain, choppy	1,173.45
7	Typic Paleudult, medium drain, flat to choppy	1,524.39
8	Aeric Endoaquent, inhibited drain, flat	718.37

PT Meridan Sejati Surya Plantation is able to provide land slope map "Peta Kelas Kelerengan Areal PT Meridan Sejati Surya Plantation" scale 1:98,000.

Slope	Area (Ha)
0 – 8%	2,121.73
8 – 15%	3,361.07
15 – 25%	3,127.96
25 – 45%	1,043.56

4.3.2	A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific). - Minor compliance -	PT Meridan Sejati Surya Plantation demonstrated procedure of Operational Best Practices related Soil and Water Conservation under SOP Konservasi Tanah dan Air (MN.FR.COP.OPA.KTA) dated 1 July 2012. The SOP consist of slope classification and technique to preserve water and soil: frond stacking, LCC planting, EFB application, drainage construction, continuous and conservation terrace, planting platform, silt pit, mounding, vetiver grass planting. The procedure cascaded into several working instructions.	Comply
-------	-------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------

		Operational Best Practices Penanaman Kacangan (MN.FR.OP.OPA.PKC) dated 1 July 2012, consist of method to prevent erosion by planting legume cover crop such as <i>Calopogonium mucunoides</i> (CM), <i>Pueraria javanica</i> (PJ) and <i>Mucuna bracteata</i> (MB); Based on field observation to Block O13 and N16 Afdeling 8, it was sighted that some slope area are using terracing and frond stacking to reduce run-off. In some blocks, ground cover is also growth in well. This is one of strategy of planting management on slope area.	
4.3.3	A road maintenance program shall be in place. - Minor compliance –	The estate management unit has had procedure for road maintenance, SOP Pembuatan dan Perawatan Jalan dan Jembatan (MN.FR.COP.OPA.PJJ), dated 1 July 2012. PT Meridan Sejati Surya Plantation has a road maintenance program under “Rencana Penyirtuan 2019” which explaining progress of road maintenance periodically. The result as follow:  Total road (1,102,638 m) divided into Main Road (155,966 m) and Collection Road (946,672 m).  Actual road maintenance until December 2018: 668,637 m. Actual road maintenance January – June 2019: 1,650 m. In general, based on field visit – the road was in good condition.	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 Semi Detail Soil Map, there is no peat soil in PT MSSP Estate area. All area are mineral soil. Majority of soil type in this plantation is <i>Typic Paleudult</i> (sandy clay soil). Based on Soil map and field observation, there is clearly found that no peat soil in PT MSSP area.  Not applicable.	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 Semi Detail Soil Map, there is no peat soil in PT MSSP Estate area. All area are mineral soil. Majority of soil type in this plantation is <i>Typic Paleudult</i> (sandy clay soil). Based on Soil map and field observation, there is clearly found that no peat soil in PT MSSP area.  Not applicable.	N/A
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –	Based on Semi Detail Soil Map, there is no peat soil in PT MSSP Estate area. All area are mineral soil. Majority of soil type in this plantation is <i>Typic Paleudult</i> (sandy clay soil). Based on Soil map and field observation, there is clearly found that no peat soil in PT MSSP area.  Not applicable.	N/A

<b>Criterion 4.4</b>			
Practices maintain the quality and availability of surface and groundwater			
4.4.1	<p>An implemented water management plan shall be in place.</p> <p>- Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation is referring to DPPL. In order to maintain surface water quality, PT. Meridan Sejatisurya Plantation planning: build and maintain POME treatment facility with ponding system, implementing Land Application system, utilizing palm by-product as additional soil nutrient, placing officer to monitor POME treatment and Land Application activities, to improve fertilizer and herbicide application technique, avoid agrochemical application on river boundaries.</p> <p>In order to maintain soil and ground-water quality, PT Meridan Sejatisurya Plantation planned the following: planting of bamboo trees on river boundaries, minimize surface run-off/erosion through estate best management practices – frond stacking, bench terrace, cover crops, palm platforms, etc.</p> <p>Record of implementation available. The management unit has a license to used surface water from relevant statutory bodies, Extraction of Water Resources based on "SK Menteri Pekerjaan Umum dan Perumahan Rakyat Nomor: 576/KPTS/M/2017", dated 31 August 2017. Validity: 5 years (30 August 2022). Limit volume of water 39,312 m3/month. Sources: Gasip River.</p> <p>Based on Record of water extraction from November 2018 to August 2019, average of raw water extraction from reservoir is 20,608.50 m<sup>3</sup>/month where average of water use in FFB processing is 14,020 m<sup>3</sup>/month. The data shown that the water management was efficiently used.</p> <p>The company also monitor the rainfall, as part of water management, year 2018 shows the rainfall 173 raining days, with 1,539.37 mm of rain – average 8.90 mm/raining day.</p>	Comply
4.4.2	<p>Protection of water courses and wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Protection of watercourses and wetlands, including securing and maintaining appropriate riparian and other buffer zones arranged within procedure of Identification, Management and Monitoring HCV Area (FR.EAC.IMM, Rev.02, dated 12<sup>th</sup> January 2015). For watercourses non-HCV, securing and protection of these is following Memorandum Letter issued by GM on 17 September 2019, as per "Surat Edaran Nomor: PH/SE/IX/2019". Where found natural or seasonal tributary within palm block filled by water, agrochemical</p>	Comply

		<p>application is prohibited. When its dry, then follow the Estate Manager direction.</p> <p>Monitoring of water quality at Gasip river conducted periodically through Water analysis. Result of accredited laboratory as per "Peraturan Pemerintah No.82 tahun 2001 tentang Pengelolaan Kualitas Air dan Pengendalian Pencemaran" for sampled Gasip river, dated 8 March 2019 (Cert. No.397-2/AS1/BINA/III/2019), as follow: pH, BOD, COD, TSS.</p> <table border="1" data-bbox="857 555 1673 866"> <thead> <tr> <th>#</th> <th>Parameter</th> <th>Unit</th> <th>Upstream</th> <th>Downstream</th> <th>Threshold</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>pH</td> <td>-</td> <td>6.07</td> <td>6.23</td> <td>6 - 9</td> </tr> <tr> <td>2</td> <td>BOD</td> <td>mg/L</td> <td>0.88</td> <td>2.40</td> <td>3</td> </tr> <tr> <td>3</td> <td>COD</td> <td>mg/L</td> <td>21.49</td> <td>20.61</td> <td>25</td> </tr> <tr> <td>4</td> <td>TDS</td> <td>mg/L</td> <td>35.05</td> <td>49.50</td> <td>1000</td> </tr> <tr> <td>5</td> <td>TSS</td> <td>mg/L</td> <td>27.98</td> <td>13.99</td> <td>50</td> </tr> </tbody> </table> <p>Information gathered from sprayer workers, pesticide spraying is not applied within 3-5 palm chains from watercourses.</p>	#	Parameter	Unit	Upstream	Downstream	Threshold	1	pH	-	6.07	6.23	6 - 9	2	BOD	mg/L	0.88	2.40	3	3	COD	mg/L	21.49	20.61	25	4	TDS	mg/L	35.05	49.50	1000	5	TSS	mg/L	27.98	13.99	50	
#	Parameter	Unit	Upstream	Downstream	Threshold																																		
1	pH	-	6.07	6.23	6 - 9																																		
2	BOD	mg/L	0.88	2.40	3																																		
3	COD	mg/L	21.49	20.61	25																																		
4	TDS	mg/L	35.05	49.50	1000																																		
5	TSS	mg/L	27.98	13.99	50																																		
4.4.3	<p>Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6).</p> <p>- Minor compliance –</p>	<p>Sei Pingai POM have permit for land application: "Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Siak No.01/DPMPSTP-ILA/KPTS/2018 tentang Izin Pemanfaatan Air Limbah Industri Minyak Sawit pada Tanah di Perkebunan Kelapa Sawit PT. Meridan Sejatisurya Plantation", dated 11 January 2018 and valid for five (5) years. The permit regulates the quality of waste water produced: BOD max.5000 ppm, the land application is 180.4 Ha. Control well located in block M18, L16 and will continue to add L17, M16 and M17 in land application area.</p> <p>The Certificate Holder have monitoring result of effluent which conducted by accredited laboratory in monthly basis. Record of BOD effluent outlet from Pond #8, period Jan-Jun 2019 as follow:</p> <table border="1" data-bbox="857 1353 1503 1399"> <thead> <tr> <th>No</th> <th>Month-Year</th> <th>Unit</th> <th>Result</th> <th>Threshold</th> </tr> </thead> <tbody> </tbody> </table>	No	Month-Year	Unit	Result	Threshold	Comply																															
No	Month-Year	Unit	Result	Threshold																																			

		<table border="1"> <tr><td>1</td><td>Jan-19</td><td rowspan="6">mg/L</td><td>3,543</td><td rowspan="6">5,000</td></tr> <tr><td>2</td><td>Feb-19</td><td>211.4</td></tr> <tr><td>3</td><td>Mar-19</td><td>684.5</td></tr> <tr><td>4</td><td>Apr-19</td><td>1,127</td></tr> <tr><td>5</td><td>May-19</td><td>1,063</td></tr> <tr><td>6</td><td>Jun-19</td><td>2,200</td></tr> </table>	1	Jan-19	mg/L	3,543	5,000	2	Feb-19	211.4	3	Mar-19	684.5	4	Apr-19	1,127	5	May-19	1,063	6	Jun-19	2,200	<p>Based on the laboratory result, quality of effluent is comply with legal requirements.</p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into methane capture. The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The POME ponds are still in use, for retention pond, prior pumping for POME land application to estate. The POME pond consist of:</p> <ul style="list-style-type: none"> <li>- Cooling pond capacity 24,187 m<sup>3</sup>;</li> <li>- Pond No.1 – 8 capacity @ 22,500 m<sup>3</sup> total 180,000 m<sup>3</sup></li> </ul>	
1	Jan-19	mg/L	3,543	5,000																				
2	Feb-19		211.4																					
3	Mar-19		684.5																					
4	Apr-19		1,127																					
5	May-19		1,063																					
6	Jun-19		2,200																					
4.4.4	<p>Monitoring of mill water use per ton of FFB shall be recorded.</p> <p>- Minor compliance –</p>	<p>Record for year 2018 - 2019 seen:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Processed (MT)</th> <th>Water Usage (m<sup>3</sup>)</th> <th>Avr. Water Usage (m<sup>3</sup>/ton FFB)</th> </tr> </thead> <tbody> <tr><td>Nov-18</td><td>22,839.95</td><td>14,613</td><td>0.64</td></tr> <tr><td>Dec-18</td><td>21,221.27</td><td>15,368</td><td>0.72</td></tr> <tr><td>Jan-19</td><td>20,506.37</td><td>15,151</td><td>0.74</td></tr> <tr><td>Feb-19</td><td>17,432.40</td><td>12,894</td><td>0.74</td></tr> </tbody> </table>	Month	FFB Processed (MT)	Water Usage (m <sup>3</sup> )	Avr. Water Usage (m <sup>3</sup> /ton FFB)	Nov-18	22,839.95	14,613	0.64	Dec-18	21,221.27	15,368	0.72	Jan-19	20,506.37	15,151	0.74	Feb-19	17,432.40	12,894	0.74	Comply	
Month	FFB Processed (MT)	Water Usage (m <sup>3</sup> )	Avr. Water Usage (m <sup>3</sup> /ton FFB)																					
Nov-18	22,839.95	14,613	0.64																					
Dec-18	21,221.27	15,368	0.72																					
Jan-19	20,506.37	15,151	0.74																					
Feb-19	17,432.40	12,894	0.74																					

		Mar-19	18,734.81	14,563	0.78		
		Apr-19	16,428.42	12,301	0.75		
		May-19	18,773.95	13,142	0.70		
		Jun-19	17,234.10	12,633	0.73		
		Jul-19	22,342.96	15,335	0.69		
		Aug-19	20,812.95	14,200	0.68		
			<b>196,327.18</b>	<b>140,200</b>	<b>0.71</b>		
<b>Criterion 4.5</b>							
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 -	<p>PT Meridan Sejati Surya Plantation demonstrated procedure Operational Best Practices Pengendalian Gulma (MN.FR.COP.OPA.PGL) dated 1 July 2012. The manual explains policy on weed control, type and classification of weed, guideline for spraying (herbicide used, active ingredients, dosage, target species, spraying tools and nozzle), spraying techniques.</p> <p>Operational Best Practices Pengendalian Hama dan Penyakit (MN.FR.COP.OPA.PHT) dated 1 July 2012. The policy for pest and disease management is to have early warning system through census and infestation identification. The procedure explains the type oil palm pest such as leaf eating caterpillar, rodent attack, <i>Oryctes</i>, <i>Tirathaba</i>, termite. <i>Tyto alba</i> (barn owl), <i>Turnera</i>, <i>Antigonon</i> are the biological species to control the pest and part of integrated pest management. This species is breed by estate to reduce the pests.</p> <p>Sample of pest monitoring record verified:</p> <ul style="list-style-type: none"> <li>- "Rekapitulasi Hasil Sensus Hama <i>Tirathaba</i>", dated 12/07/2019; Division I; Block A01-A10, B01-B10, C01-C09, mentioned that there is no <i>Tirathaba</i> attack found.</li> <li>- "Rekapitulasi Hasil Sensus Hama <i>Tirathaba</i>", dated 12/07/2019; Division V; Block G00-G06, H00-H06, I00-I05, J00-J05 mentioned that there is no <i>Tirathaba</i> attack found.</li> </ul>					Comply

		<ul style="list-style-type: none"> <li>- "Rekapitulasi Hasil Sensus Hama Ulat Pemakan Daun Kelapa Sawit", census result for leaf eater caterpillar, dated 10/07/2019; Division IV; Block E01-E10, F01-F10, D01-D05, mentioned that there is no leaf eater caterpillar attack found.</li> <li>- "Rekapitulasi Hasil Sensus Hama Ulat Pemakan Daun Kelapa Sawit", census result for leaf eater caterpillar, dated 10/07/2019; Division IX; Block P00-P07, O01-O07, Q06-Q07, N00-N06, mentioned that there is no leaf eater caterpillar attack found.</li> <li>- "Perhitungan Serangan Hama Tikus, census result for rat attack, dated 11/07/2019; Block D08; found 0.7% of rat attack; no action needed because it was under the 5% threshold.</li> <li>- "Perhitungan Serangan Hama Tikus, census result for rat attack, dated 11/07/2019; Block J08; found 0.73% of rat attack; no action needed because it was under the 5% threshold.</li> </ul>	
4.5.2	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <p>- Minor compliance –</p>	<p>Traning records:</p> <p>"Laporan Training Internal Pengendalian Hama Terpadu 2019" dated 30 Aug 2019 attended by General Manager, Field Head Assistant, Field Assistant and IPM workers). Training module and attendance list were available.</p>	Comply
<p><b>Criterion 4.6</b>  Pesticides are used in ways that do not endanger health or the environment.</p>			
4.6.1	<p>Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.</p> <p>- Major compliance -</p>	<p>PT Meridan Sejati Surya Plantation shows Operational Best Practices Pengendalian Hama dan Penyakit (MN.FR.COP.OPA.PHT) dated 1 July 2012. The policy for pest and disease management is to have early warning system through census and infestation identification, and having chemical control as last resort. The procedure explains the type of agrochemical to be used, active ingredients, target species and dosage of application/Ha.</p> <p>Company have a procedure for safe working practices and application of pesticides, in "FR.CSM.OP2 Penggunaan Pestisida yang Aman" – Safe use of Pesticide.</p>	Comply

	<p>Sample taken: for <i>Setothosea asigna</i>, treated with Deltamethrin 200 ml/Ha.          All the pesticide and herbicide have valid license from government, such as:</p> <table border="1"> <thead> <tr> <th>Agrochemical</th> <th>Active Ingredients</th> <th>Register and validity</th> </tr> </thead> <tbody> <tr> <td>Marshal 5 GR</td> <td>Karbosulfan</td> <td>RI.01010119961279, valid until 6 Oct 2022</td> </tr> <tr> <td>Bionasa 480 SL</td> <td>Glifosat</td> <td>RI.01030120031806, valid until 6 Oct 2022</td> </tr> <tr> <td>Brantas 25 EC</td> <td>Lamda Sihalotrin</td> <td>RI.01010120042242, valid until 18 Aug 2020</td> </tr> <tr> <td>Round Up 486 SL</td> <td>Glifosat</td> <td>RI.01030120001560, valid until 31 Dec 2020</td> </tr> <tr> <td>Metafuron 20 WP</td> <td>Methyl Metsulfuron</td> <td>RI.01030119951224, valid until 18 Oct 2021</td> </tr> <tr> <td>Metsulindo</td> <td>Methyl Metsulfuron</td> <td>RI.01030119991484, valid until 11 May 2021</td> </tr> <tr> <td>Garlon</td> <td>Triklampir</td> <td>RI.01030120155148, valid until 13 May 2020</td> </tr> <tr> <td>Dithane</td> <td>Mancozeb</td> <td>RI.010301197459, valid until 22 Aug 2021</td> </tr> <tr> <td>Decis 25 EC</td> <td>Deltamethrin</td> <td>RI.0101011979387, valid until 6 Oct 2022</td> </tr> <tr> <td>Lifeline 280 SL</td> <td>Ammonium Glufosinate</td> <td>RI.01030120175849, valid until 6 Oct 2022</td> </tr> </tbody> </table>	Agrochemical	Active Ingredients	Register and validity	Marshal 5 GR	Karbosulfan	RI.01010119961279, valid until 6 Oct 2022	Bionasa 480 SL	Glifosat	RI.01030120031806, valid until 6 Oct 2022	Brantas 25 EC	Lamda Sihalotrin	RI.01010120042242, valid until 18 Aug 2020	Round Up 486 SL	Glifosat	RI.01030120001560, valid until 31 Dec 2020	Metafuron 20 WP	Methyl Metsulfuron	RI.01030119951224, valid until 18 Oct 2021	Metsulindo	Methyl Metsulfuron	RI.01030119991484, valid until 11 May 2021	Garlon	Triklampir	RI.01030120155148, valid until 13 May 2020	Dithane	Mancozeb	RI.010301197459, valid until 22 Aug 2021	Decis 25 EC	Deltamethrin	RI.0101011979387, valid until 6 Oct 2022	Lifeline 280 SL	Ammonium Glufosinate	RI.01030120175849, valid until 6 Oct 2022	
Agrochemical	Active Ingredients	Register and validity																																	
Marshal 5 GR	Karbosulfan	RI.01010119961279, valid until 6 Oct 2022																																	
Bionasa 480 SL	Glifosat	RI.01030120031806, valid until 6 Oct 2022																																	
Brantas 25 EC	Lamda Sihalotrin	RI.01010120042242, valid until 18 Aug 2020																																	
Round Up 486 SL	Glifosat	RI.01030120001560, valid until 31 Dec 2020																																	
Metafuron 20 WP	Methyl Metsulfuron	RI.01030119951224, valid until 18 Oct 2021																																	
Metsulindo	Methyl Metsulfuron	RI.01030119991484, valid until 11 May 2021																																	
Garlon	Triklampir	RI.01030120155148, valid until 13 May 2020																																	
Dithane	Mancozeb	RI.010301197459, valid until 22 Aug 2021																																	
Decis 25 EC	Deltamethrin	RI.0101011979387, valid until 6 Oct 2022																																	
Lifeline 280 SL	Ammonium Glufosinate	RI.01030120175849, valid until 6 Oct 2022																																	



		Scud	Sipermetrin	RI.01010120031926, valid until 6 Oct 2022																																																										
4.6.2	<p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) shall be available.</p> <p>- Major compliance -</p>	<p>PT Meridan Sejati Surya Plantation is able to demonstrate the use of herbicide, the monitoring record indicates the brand, valid license, total herbicide used, active ingredients applied, hectare of application, LD50, and calculation of active ingredient/Ha.</p> <p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications by Management Unit are as follow:</p>			Comply																																																									
<table border="1"> <thead> <tr> <th>Agrochemical</th> <th>Active Ingredients</th> <th>a.i. Concentration</th> <th>Volume used</th> <th>a.i./Ha</th> </tr> </thead> <tbody> <tr> <td>Marshal 5 GR</td> <td>Karbosulfan</td> <td>5 %</td> <td>1,023.38 kg</td> <td>0.01</td> </tr> <tr> <td>Bionasa 480 SL</td> <td>Glifosat</td> <td>480 g/L</td> <td>311.15 L</td> <td>0.02</td> </tr> <tr> <td>Brantas 25 EC</td> <td>Lamda Sihalotrin</td> <td>25 g/L</td> <td>56.90 L</td> <td>0.00015</td> </tr> <tr> <td>Round Up 486 SL</td> <td>Glifosat</td> <td>486 g/L</td> <td>6,052.07 L</td> <td>0.31</td> </tr> <tr> <td>Metafuron 20 WP</td> <td>Methyl Metsulfuron</td> <td>20 %</td> <td>20.45 kg</td> <td>0.00042</td> </tr> <tr> <td>Metsulindo</td> <td>Methyl Metsulfuron</td> <td>20 %</td> <td>370.64 kg</td> <td>0.01</td> </tr> <tr> <td>Garlon</td> <td>Triklopir</td> <td>670 g/L</td> <td>454.03 L</td> <td>0.03</td> </tr> <tr> <td>Dithane</td> <td>Mancozeb</td> <td>80 %</td> <td>86.54 kg</td> <td>0.01</td> </tr> <tr> <td>Decis 25 EC</td> <td>Deltamethrin</td> <td>25 g/L</td> <td>0.50 L</td> <td>0.000001</td> </tr> <tr> <td>Lifeline 280 SL</td> <td>Ammonium Glufosinate</td> <td>280 g/L</td> <td>583.62 L</td> <td>0.02</td> </tr> <tr> <td>Scud</td> <td>Sipermetrin</td> <td>50 g/L</td> <td>159.40 L</td> <td>0.00</td> </tr> </tbody> </table>			Agrochemical	Active Ingredients		a.i. Concentration	Volume used	a.i./Ha	Marshal 5 GR	Karbosulfan	5 %	1,023.38 kg	0.01	Bionasa 480 SL	Glifosat	480 g/L	311.15 L	0.02	Brantas 25 EC	Lamda Sihalotrin	25 g/L	56.90 L	0.00015	Round Up 486 SL	Glifosat	486 g/L	6,052.07 L	0.31	Metafuron 20 WP	Methyl Metsulfuron	20 %	20.45 kg	0.00042	Metsulindo	Methyl Metsulfuron	20 %	370.64 kg	0.01	Garlon	Triklopir	670 g/L	454.03 L	0.03	Dithane	Mancozeb	80 %	86.54 kg	0.01	Decis 25 EC	Deltamethrin	25 g/L	0.50 L	0.000001	Lifeline 280 SL	Ammonium Glufosinate	280 g/L	583.62 L	0.02	Scud	Sipermetrin	50 g/L	159.40 L
Agrochemical	Active Ingredients	a.i. Concentration	Volume used	a.i./Ha																																																										
Marshal 5 GR	Karbosulfan	5 %	1,023.38 kg	0.01																																																										
Bionasa 480 SL	Glifosat	480 g/L	311.15 L	0.02																																																										
Brantas 25 EC	Lamda Sihalotrin	25 g/L	56.90 L	0.00015																																																										
Round Up 486 SL	Glifosat	486 g/L	6,052.07 L	0.31																																																										
Metafuron 20 WP	Methyl Metsulfuron	20 %	20.45 kg	0.00042																																																										
Metsulindo	Methyl Metsulfuron	20 %	370.64 kg	0.01																																																										
Garlon	Triklopir	670 g/L	454.03 L	0.03																																																										
Dithane	Mancozeb	80 %	86.54 kg	0.01																																																										
Decis 25 EC	Deltamethrin	25 g/L	0.50 L	0.000001																																																										
Lifeline 280 SL	Ammonium Glufosinate	280 g/L	583.62 L	0.02																																																										
Scud	Sipermetrin	50 g/L	159.40 L	0.00																																																										

4.6.3	<p>Any use of pesticides shall be minimized as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in Indonesia Best Practice guidelines.</p> <p>- Major compliance -</p>	<p>There were records showing that the use of pesticides have been minimized in accordance with Integrated Pest Management (IPM) plan. Use of pesticides in the field was lower than the planned budget. It also shows the company's commitment to always reduce pesticide usage and give priority to the prevention of biological method. There was no prophylactic use of pesticides, it is evident by site visit and field observation in PT Meridan Sejati Surya Plantation. Pesticide only used and apply for weeds and pest. All uses of pesticides are accordance with the plan, Integrated Pest Management (IPM) and Good Agricultural Practices.</p>	Comply
4.6.4	<p>The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>The estate management of PT Meridan Sejati Surya Plantation was still using Paraquat dichloride in their operations until 2018. Paraquat used in 2018 was 2,738 L. Based on document "Daftar Pestisida yang digunakan Tahun 2019" and interview with spraying workers, there is no use of paraquat in 2019.</p> <p>The company has plan to reduce Paraquat since 2015, based on document "Rencana &amp; Realisasi Pengurangan Penggunaan Paraquat Periode 2015 - 2020", as follows:</p> <p><b>Year: 2015</b>  Plan: 9,050.93 L; Actual: 4,874.50 L;  Dosage: 0.375 L/Ha (Plan); 0.202 L/Ha (Actual);</p> <p><b>Year: 2016</b>  Plan: 6,275.31 L; Actual: 3,224.31 L;  Dosage: 0.325 L/Ha (Plan); 0.167 L/Ha (Actual);</p> <p><b>Year: 2017</b>  Plan: 5,792.59 L; Actual: 4,348.70 L;  Dosage: 0.300 L/Ha (Plan); 0.225 L/Ha (Actual);</p>	Comply

		<p><b>Year: 2018</b>  Plan: 5,309.88 L; Actual: 2,738 L;  Dosage: 0.275 L/Ha (Plan); 0.14 L/Ha (Actual);</p> <p><b>Year: 2019</b>  Plan: 4,344.44 L; Actual: 0 (Nil)  Dosage: 0.225 L/Ha (Plan);</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 Meridan Sejati Surya Plantation has performed training for spraying workers, e.g. "Pelatihan Pengelolaan dan Penggunaan Herbisida serta Lingkungan dan Penanganan Pestisida yang Aman" – safe use of pesticide training dated 30 Aug 2019 attended by General Manager, Field Head Assistant, Field Assistant and IPM workers). Training module and attendance list were available. The training covers First Resources Group environment and OSH policy (preparation, PPE use, calibrated apparatus); understanding MSDS; handling empty pesticide containers; emergency response plan (for accident and spillage/contamination); prohibit use of agrochemical for pregnant and breastfeeding female worker; prohibit spraying in HCV and water body.</p> <p>PT Meridan Sejati Surya Plantation has communicates the importance of MSDS onto chemical warehouse keeper, with aspects of health, safety and environment. Safety officer carried out training and dissemination to warehouse keepers related to importance and information on MSDS. During visit to warehouse, noted that MSDS are available in place and warehouse keepers are aware how to handle pesticide including the safety, health and environment aspects.</p> <p>PT Meridan Sejati Surya Plantation provides sprayers with PPE: glasses, mask, apron, rubber hand glove, overall and rubber boot. Based on interview with spraying workers (pesticide applicators), Yurmina, Masni, Agustina, Gugum S. (Supervisor) and Adnan Azis (Truck Driver) in Block K06 – K07 Division 6, activity Circle and Path spraying using Glyphosate and Metil Metsulfuron. From this interview, clearly found that the workers is fully understand</p>	<p>Comply</p>

		type of herbicide used, weeds target, the PPE to be used, type of sprayer tools, including risk from pesticide application. PPE used by sprayers interviewed are glasses, mask, apron, rubber hand glove, overall and rubber boot.	
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 -	<p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. The management of waste material from empty pesticide container disposed through hazardous waste store. The company has temporary hazardous waste storage with license, where all hazardous waste from all estates and mills collected. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent for licensed contractor for appropriate disposal.</p> <p>The management unit has had the procedure of Safe Use of Pesticide "Penggunaan Pestisida yang Aman" No.FR.CSM.OP.2, dated 1 September 2011. This procedure containing: 1. Toxicity; 2. A Storage Safety Precautions; 3. A Solution Preparation and Application; 4. Pesticide Waste Disposal; 5. First Aid; 6. Protective Clothing; Based on visit to chemical store, the containers are kept in segregated order, based on the type (powder or liquid). Company prepared a secured bathing place, washing bay, locker for PPE - for the worker to clean themselves after work. Two sets of working overall to use every other day. This place located separately with the pesticide and working tools (knapsack/spray pump).</p> <p>All empty pesticide containers categorized as Hazardous Waste that kept in permitted schedule waste store (TPS LB3) at Mill. The permit and responsible handling of all hazardous waste please refer to Criteria 5.3. Handling of Hazardous Waste is refer to company procedure Waste Management (FR.CSM.OP-1, rev.01, dated 1<sup>st</sup> September 2011).</p> <p>During field observation at palm blocks, workers housing and landfill, there is no founded of pesticide containers used for others uses.</p>	Comply
4.6.7	Application of pesticides shall be by proven methods that minimize risk and negative impacts. - Minor compliance -	Methods to minimize risk and negative impacts from pesticides use, the certificate holder refer to procedure of Hazard Source Identification, Risk Assessment and Control (FR.OSH.P03, rev.01, dated 1 <sup>st</sup> September 2011) and HIRAC period Jan-Dec 2019 for Estate activities.	Comply

		Based on interview with 3 of 9 female workers as pesticide applicators, method to minimizing risk and negative impact i.e: - Mixing of chemical conducted by trained person, mandor. It aims to ensuring proper dosage, type of pesticide use. - Using of PPE while chemical mixing. Mixing of chemical located in mixing area, side by side with the chemical storage.	
4.6.8	Pesticides may only be applied aeryally where there is a documented justification. Surrounding communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application.  - Major compliance -	There is no aerial application of pesticide. Not applicable.	N/A
4.6.9	Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.  - Minor compliance -	Laporan Pelatihan/Sosialisasi dated 18 April 2018 for 4 pesticide warehouse workers (Mr. Syafrizal, Mr. Sumadi, Mr. Andi PD, Mrs. Deliana T) with regards to reading pesticide labels; ensure the availability of MSDS; provision and use of appropriate PPE: rubber boot, impermeable glove, respiratory masker, face shield, apron; access to clean water and first aid kit; second containment and spill kit; emergency response and contamination eradication plan. Confirm with the said workers, they understand the training provided.  Based on interview with 3 of 9 female workers (pesticide applicators) in Block P15 – P16; Division 10, activity is Circle and Path spraying using Gliphosate and <i>Metil Metsulfuron</i> . From this interview, clearly found that the workers are fully understand type of herbicide used, weeds target, type of sprayer tools, including risk from pesticide application. These workers said that training/socialization of pesticide handling has been informed by mandor and agronomy assistant on site periodically. PT. Meridan Sejatisurya Plantation have made spill kit to contained spillage/droplet from spraying machine. These spill kit available at agrochemical transport vehicle during this assessment.	Comply
4.6.10	Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated.	Company has procedure for chemical explaining agrochemical categorization, safety guidance in pesticide use, intoxication symptoms and first aid for intoxication case. The procedure also explaining the safe and proper disposal of empty pesticide container.	Comply

	- Minor compliance -	<p>Hazardous waste storekeeper understands the procedure for proper disposal of empty agrochemical from chemical store. Visit to hazardous waste storage, empty agrochemical container has been triple rinsed and pressed and/or cut into small pieces before sending to licensed transporter/collector.</p> <p>Procedure of chemical waste disposal described within SOP Waste Management No.FR.CSM.OP-1, dated 1 September 2011.</p>	
4.6.11	<p>Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation demonstrates the result of laboratory analysis for sprayer gang, sprayer overseer, the result shows all in normal condition. According to laboratory test/result</p> <p>Spirometri:</p> <p>No of Mill employees 30 workers: warehouse (3 workers), Kernel station (5 worker), Engine Room (3 workers), Processing (3 workers), Clarification (1 worker), Maintenance (9 workers), Technicians (3 workers) and Mechanical (2 worker), result stated Normal condition.</p> <p>Cholinestrase, blood test measurement tool: Lovibond.</p> <p>No of employees is 57 employees, i.e: Spraying (24 persons), Manuring (7 persons), Laboratory (7 persons), Warehouse (5 persons), Kernel station (5 persons), Processing (3 persons), Boiler Man (1 person), Clarification Operator (1 person), Water Treatment Plant operator (1 person), IPAL/USB operator (3 persons).</p> <p>Based on direct interview with pesticide applicators in Block P15-P16 Afd. 10 a/n Dwi Royani, Anis Sofiatun, Yurmina, they're claimed that medical check-up is periodically conducted by the company. Those workers has been checked for medical on 6 April 2018.</p>	Comply
4.6.12	<p>Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p>In order to prevent that no pregnant and breast-feeding women performing work with pesticide, PT Meridan Sejatisurya Plantation is monitoring the reproduction status of female sprayers. Record seen: "Pemantauan Pekerja Wanita hamil dan Haid klinik Meridan Sejatisurya Kebun Sei Pingai" period of January – August 2019. Record shows no female</p>	Comply

		worker was pregnant and/or breast-feeding is working for sprayer gang of fertilizer application.	
<b>Criterion 4.7</b>			
An occupational health and safety plan is documented, effectively communicated and implemented.			
4.7.1	A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored. - Major compliance -	<p>Environment, Occupational Safety and Health Policy First Resources and Its Subsidiaries, signed by CEO on 20 September 2011. Company has prepared the required resources such as documentation requirement (manual-proceduresrecord). PT. Meridan Sejatisurya Plantation has established Health and Safety Plan as in "Program Kerja Penerapan Sistem Manajemen Keselamatan dan Kesehatan Kerja Period 2018". The plan consist of:</p> <ul style="list-style-type: none"> <li>- Policy: OSH policy declaration on January 2018; Communication and socialization of OSH policy to all employee and visitor planned for June 2018;</li> <li>- Planning Activities: Prepare OSH programme planned for January 2018; Emergency response team update planned for January 2018;</li> <li>- Implementation Activities: Safety meeting on monthly basis; OSH performance reporting on three-monthly basis; Training related to hazardous waste planned for August 2018; Training related to safe use pesticide planned for January 2018; Training on use of fire extinguisher planned for June 2018; Training on risk assessment planned for January 2018; Training on first aid kit planned for May 2018; Training for lift and carry tools planned for May 2018; Training on PPE planned for July and September 2018; Training on fire prevention and control planned for December 2018;</li> <li>- Monitoring Activities: OSH inspection planned for three-monthly basis; general medical assessment planned for September 2018; specific (high risk work) medical checkup planned for September 2018; emergency equipment inspection planned for three-monthly basis; production machiney regular check on June 2018; license training and/or extension for operators planned for June 2018; Environmental parameter analysis planned for September 2018.</li> </ul>	Comply

		<p>- Evaluation Activities: Internal audit OSH planned for July 2018. Management review OSH planned for December 2018.</p>	
<p>4.7.2</p>	<p>A documented risk assessment shall be available and its implementation shall be recorded.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have established an Occupational Safety and Health Management System Procedure – Hazard Identification Risk Assessment and Control No.FR.OSH.P03 dated 1 September 2011. As written in the procedure, risk control determined from risk level calculation – taking into account the probability times the severity. The procedure lines out the risk assessment reviewed on annual basis, or should deviation occurred.</p> <p>The HIRADC for Sei Pingai Estate as in “Identifikasi Sumber Bahaya, Penilaian dan Pengendalian Resiko – Bagian Tanaman”, period January – December 2019 – latest review 10 January 2019. The HIRADC has covered activities such as harvesting, fertilizer application, herbicide spraying, pruning and other field activity.</p> <p>HIRADC for work under grid electric network “aktivitas di bawah jaringan PLN”; for transport of FFB from block to market place “transportasi TBS dari Blok ke TPH”; for loading FFB “Memuat TBS ke Truk”; for harvesting tool storage in housing “Penyimpanan Dodos/Egrek di Afdeling”; for herbicide application “Penyemprotan pestisida/herbisida”; scheduled waste handling “Penanganan Sementara Limbah B3” latest review and/or revision dated 10 January 2019.</p> <p>The HIRADC for Sei Pingai POM as in “Identifikasi Sumber Bahaya, Penilaian dan Pengendalian Resiko – Palm Oil Mill”, period January – December 2018 – latest review 30 January 2018. The HIRADC has covered activities and location such as boiler station, thresing station, pressing station, kernel station, clarification station, office and laboratory, weighbridge, sortation activity, workshop, water treatment plant, storage tank and dispatch CPO.</p> <p>Emergency response team, for fire fighting has been established. The team consist of Mill manager, Factory assisstant, maintenance assisstance, and processing assisstant. Based on interview with several operator at Mill such as Boiler operator, Engine room operator and</p>	<p>Comply</p>



		<p>Nut and Kernel operator the latest training on fire fighting for workers in Sei Pingai POM was conducted on November-December 2018. The training attendant is all Mill workers.</p> <p>Sei Pingai POM:</p> <p>Operational control: Hazard signs found to be sufficient and clear (area with moving parts, high pressure, heat, slippery, etc.). PPE worn by operator working at area with specific risk/activity. Emergency Response Procedure: Evacuation route signs found to be sufficient and clear. Fire extinguisher and hydrant found to be in good condition and inspected regularly. First aid kit found to be located at various stations in mill compound. "Program Kerja Perbaikan Instalasi Listrik" – electrical hazard repair/correction program for mill and estate area is evident.</p> <p>OSH Inspection:</p> <p>Regular OSH inspection planned on three-monthly basis. Latest OSH inspection carried out on 24 February 2018, for pesticide store, chemical mixing area, fertilizer store, bulk diesel tank, lubricant store, clinic, waste disposal landfill, hazardous waste store. There are four (4) issues identified during the inspection: label for herbicide (Round Up); drainage around fertilizer store clogged with sand; drainage near lubricant store was clogged; no safety guard for air compressor in workshop. All of these issues have been followed up and closed on the same date.</p>	
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>	<p>PT. Meridan Sejatisurya Plantation prepared a training plan as part of implementation of OHS program in "Program Kerja Sistem Manajemen Keselamatan dan Kesehatan Kerja Period 2019" dated 4 January 2019. The training program covers:</p> <ul style="list-style-type: none"> <li>- Internal training for land and plantation fire; Firefighting in palm oil mill; Safe use of pesticide; Risk assessment training; Introduction and implementation of PPE for noise level at palm oil mill; First aid training; Training for lift and carry vessel operator;</li> <li>- External training: electrician certification, steam vessel operator certification, lift and carry operator certification, hyperkes for paramedic certification.</li> </ul>	Comply

		<p>Company provided training for estate workers, in example:</p> <p>Training on Procedure of PPE use, First Aid and Emergency. Planned: August 2019. Actual: 8 August 2019. Trainer: OSH Officer. Training content: Understanding of PPE use; First Aid and Emergency procedure. Attended by 93 workers.</p>	
4.7.4	<p>The responsible person(s) for occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.</p> <p>- Major compliance -</p>	<p>Structure of Safety Committee or "P2K3" for Mill and Estate has been established and approved by Provincial Manpower Department as per decree "Keputusan Dinas Tenaga Kerja dan Transmigrasi Propinsi Riau No. KEP.47/Disnakertrans-PK/SK-P2K3/I/2019", dated 5<sup>th</sup> January 2019.</p> <p>As refer to the Safety Committee Organization Chart, Mr. Deddy Kiswoyo is safety officer where has a license of "Kewenangan AK3" No. Reg. 9110/PK3/AJ/14/2017/P2 (valid until 20 December 2020).</p> <p>Safety meeting carried out on monthly basis. The latest of safety meeting conducted on 30 June 2019. Attended by 40 participants.</p> <p>In addition, safety performance has reported periodically to relevant authority body "Dinas Tenaga Kerja Kabupaten Siak" in three monthly basis. Latest report submission of "Laporan P2K3" was on 10 July 2019.</p>	Comply
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>PT. Meridan Sejatisurya Plantation established Procedures Emergency and Responsibility FR.EMS.ERS dated 1 September 2011. The procedure explains the definition of emergency situation, (fire, explosion, natural disaster, riot, sabotage, chemical spillage); and the relevant procedures:</p> <ul style="list-style-type: none"> <li>- FR.OSH.P10-02 Emergency Response Team Structure;</li> <li>- FR.OSH.P10-03 Emergency Response Readiness;</li> <li>- FR.OSH.P10-04 Flow Chart Emergency Response;</li> <li>- FR.OSH.P10-05 Emergency Response Equipment and the Placement;</li> <li>- FR.OSH.P10-06 Guidance for Emergency Response;</li> </ul>	Comply

		<ul style="list-style-type: none"> <li>- FR.OSH.P10-07 Identification of Emergency Situation Source;</li> <li>- FR.OSH.P10-08 Alarm/signal;</li> <li>- FR.OSH.P10-11 Emergency Response Handling in Oil Palm Plantation;</li> <li>- FR.OSH.P11-01 Evacuation maps and potency for emergency situation;</li> <li>- FR.OSH.P12 Handling of Occupational Accident and Near miss.</li> </ul> <p>PT. Meridan Sejatisurya Plantation is able to demonstrate Occupational Safety and Health Management System FR.OSH.P12. The procedure explains the method for incident investigation. All of the procedure are written in Bahasa Indonesia.</p> <p>Sei Pingai POM:</p> <p>Emergency response team, for fire fighting has been established. The team consist of Mill manager, Factory assisstant, maintenance assistance, and processing assisstant. Training on fire fighting for workers in Sei Pingai POM was conducted on 19 July 2019. The training was attended by 32 POM workers.</p> <p>Sei Pingai Estate:</p> <p>Training on first aid, carried out on 12 July 2019, by safety specialist and OSH Officer for 18 officers and supervisors in Division VI. Training on first aid, carried out on 17 March 2019, by safety specialist and OSH officer, presented to 25 officers and supervisors. Officer interviewed: Mr. Agus Piadi (harvester mandor) and Mr. Busri (fertilizer applicator mandor) understood the basic concept for first aid.</p> <p>PT. Meridan Sejatisurya Plantation create General Checklist Form and Inspection Checklist Form which will be filled by Head of P2K3. PT. Meridan Sejatisurya Plantation communicated the Emergency Procedure, General Checklist Form and Inspection Form to storage clerk who responsible for chemical store and chemical mixing area.</p>	
4.7.6	All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).	Temporary worker have been provided with accident insurance under BPJS Ketenagakerjaan. PT. Meridan Sejatisurya Plantation have provided social insurance (BPJS Kesehatan and BPJS Ketenagakerjaan) for both permanent and temporary workers. Audit	Comply

	- Minor compliance –	<p>team verified worker database against list of worker having BPJS account, as of August 2019.</p> <p>Estate: Permanent (450 workers); Temporary (95 workers).</p> <p>Mill: Permanent (98 workers); Temporary (2 workers).</p> <p>Evidence seen: payment BPJS TK and BPJS Kes on July 2019, total covers 691 workers.</p> <p>All worker at palm oil mill and estate have been receiving medical check up. Latest medical checkup was 4 January 2019 for 35 POM workers and 45 Pesticide applicators</p>	
4.7.7	<p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance</p>	<p>“Laporan Kecelakaan Kerja 2018” Sei Pingai Estate.</p> <p>Total incident: 24; Lost time: 28 mandays. FR: 17.83. SV: 20.81.</p> <p>“Laporan Kecelakaan Kerja Jan-Jun 2019” Sei Pingai Estate</p> <p>Total incident: 11; Lost time: 13 mandays.</p>	Comply
<p><b>Criterion 4.8</b></p> <p>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>Training program for Sei Pingai Estate 2019 containing:</p> <ol style="list-style-type: none"> <li>1. Implementation of pest and disease census. Planned: April 2019.</li> <li>2. Awareness RSPO and waste management. Planned: July 2019. Actual: 18 July 2019. Trainer: Sustainability Officer. Training content: P&amp;C RSPO; Flow Chart of Complaint/Grievance Mechanism for Workers; HCV Management and Monitoring; Role of Worker Union and Gender Committee; Explanation of Employee Code of Conduct. Attended by 139 workers.</li> <li>3. Procedure of PPE use, First Aid and Emergency. Planned: August 2019. Actual: 8 August 2019. Trainer: OSH Officer. Training content: Understanding of PPE use; First Aid and Emergency procedure. Attended by 93 workers.</li> </ol>	Comply

		<p>4. Procedure of planting. Planned: September 2019.</p> <p>5. Procedure of Manuring/Fertilizing. Planned: September 2019.</p> <p>6. Procedure of Upkeep. Planned: October 2019</p> <p>7. Procedure of Pesticide Application. Planned: October 2019</p> <p>8. Procedure of Harvesting Technique. Planned: November 2019</p> <p>9. Administration. Planned: November 2019.</p> <p>Training program for Sei Pingai POM 2019 containing:</p> <ul style="list-style-type: none"> <li>- Procedure of FFB receiving/Weighing. Planned: May 2019</li> <li>- Supply Chain procedure. Planned: March 2019</li> <li>- Procedure of FFB processing (all station) and Water Treatment Plant. Planned: May 2019</li> <li>- Procedure of Mill Effluent. Planned: May 2019</li> <li>- Awareness RSPO P&amp;C. Planned: December 2019</li> <li>- Procedure of First Aid, Emergency Preparedness and Fire. Planned: October 2019.</li> </ul>	
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>PT. Meridan Sejatisurya Plantation maintains record of training for each employee, entitled for training from 2009 – 2019.</p> <p>The management unit keep and maintain training record for each employees. The record consists of employee name, job position, unit, training subtitle, time, duration, trainer name/provider, training location, training type, attendance list.</p>	Comply
<p><b>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</b></p>			
<p><b>Criterion 5.1</b></p>			

Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
5.1.1	Environmental impact assessment document(s) shall be available.  - Major compliance -	<p>PT. Meridan Sejatisurya Plantation has environmental impact assessment in form of Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL). This document established by Riau Governor through "Surat Keputusan No.KPTS.883/VIII/2009 tentang Penetapan Dokumen Pengelolaan dan Pemantauan lingkungan (DPPL) kegiatan Perkebunan Kelapa Sawit seluas 10,826.05 Ha di Kecamatan Kerinci Kanan Kabupaten Siak dan Kecamatan Langgam Kabupaten Pelalawan, Provinsi Riau atas nama PT Meridan Sejatisurya Plantation" dated 19<sup>th</sup> August 2009. The scope of social and environmental study covers development of oil palm plantation 10,286.05 Ha and development of palm oil mill with capacity 45 tons FFB/hour.</p> <p>All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.</p> <p>Sei Pingai Mill has installed methane capture for biogas station. This additional installation has respond from "Dinas Lingkungan Hidup dan Kehutanan melalui surat Nomor: 045/PPKLHK/1811, tertanggal 24 April 2018". One of point within this letter is utilization of methane gasses for biogas station. This biogas aims to support fuel for Boiler combustion by using gas burner. The biogas station or methane capture have not covered previously within the environmental impact assessment document (DPPL), including on the environment monitoring and management plan.</p>	Comply
5.1.2	Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact requires changes in current company's practices) shall be available. The company's management	<p>Company has conducted environmental management and monitoring as per "Dokumen Matriks Dokumen Pengelolaan dan Pemantauan Lingkungan". Company implement the environmental management plan and reported on 6 monthly bases, under "Laporan Pelaksanaan RKL-RPL semester I tahun 2019".</p> <p>This report has been submitted to Environmental Agency of Riau Province and Siak Regency level.</p>	Comply

	<p>shall appoint the responsible person(s) for the implementation of the document.</p> <p>- Minor compliance -</p>	<p>Concerns raised related to inclusion of information on biogas plant and gas burner for Sei Pingai POM's POME treatment, into management and monitoring report matrix.</p> <p>During ASA-1, documented of environmental impact assessment “Dokumen Evaluasi Lingkungan Hidup” still progress to amended by Environmental Agency of Riau Province. This process refer to “Berita Acara Rapat Kordinasi Pembahasan DELH Kegiatan Perkebunan Kelapa Sawit dan Pabrik Kelapa Sawit PT. Meridan Sejatisurya Plantation”, dated 18 July 2019. The amendment process context is planning to increasing Mill capacity become 60 MT/hour, inclusion of new aspect related Methane Capture installation for Sei Pingai POM and replanting activities. However, the revising EIA pending to approved because there were deviation on environmental scope area.</p>	
<p>5.1.3</p>	<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>Company has environmental management and monitoring plan, available under “Jadwal Pemantauan dan Pengukuran Parameter Lingkungan” that must be done in accordance with RKL-RPL matrix. This document signed by General Manager for implementation at mill and estate. There is no change in scope of study.</p> <p>In broader extent, company has established Standard Operating Procedure Environment and Social Aspect Impact No.FR.EMS.EAI dated 1st September 2011, signed by CEO; explaining that company conduct annual evaluation for environmental and social impact, as available under “Environment and Social Aspect and Impact”.</p> <p>In 2018, PT. Meridan Sejatisurya Plantation has made evaluation of impacts covering:</p> <ul style="list-style-type: none"> <li>- Environment and Social Aspect and Impact for Palm Oil Mill document per December 2017 signed by mill manager Sei Pingai POM;</li> <li>- Environment and Social Aspect and Impact for Sei Pingai Estate document per December 2017 signed by Estate Group Manager;</li> <li>- Environment monitoring report of PT. Meridan Sejatisurya Plantation Semester 1 year 2019 already submitted to Environmental Agency or Dinas Lingkungan Hidup in Regency Level (Siak Regency on 11 September 2019) and Provincial level (Riau Province on 9 September 2019). Review of environmental management also conducted and stated within the “Laporan Pelaksanaan RKL-RPL”.</li> </ul>	<p>Comply</p>

<b>Criterion 5.2</b>																																			
The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.																																			
5.2.1	Record(s) on the results of High Conservation Value (HCV assessment) that includes both the planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available.  - Major compliance -	<p>PT. Meridan Sejatisurya Plantation has conducted HCV assessment on 2007, referred to Rainforest Alliance and Proforest, 2003. The result of HCV identification prepared internally by company by Dasrin nasution, SP.; Lembah Wahyu Prihanto, S.Hut. and Marwan Syarif, SH. Based on this document, the area of PT. Meridan Sejatisurya Plantation does not have continuous connection with forest ecosystem and fully developed as oil palm plantation. The field exercise carried out on 23-27 July 2007, with the participation from surrounding communities (Maredan village and Rimba Cempedak hamlet).</p> <p>The HCV area identified in form of river buffer zone (potency HCV) and worker cemetery, in detail:</p> <table border="1"> <thead> <tr> <th>HCV</th> <th>Area</th> <th>Hectare</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1</td> <td>Riparian Lalan River*</td> <td>38.57</td> </tr> <tr> <td>Riparian Pingai River*</td> <td>62.38</td> </tr> <tr> <td colspan="2">HCV 1</td> <td>100.95</td> </tr> <tr> <td rowspan="4">4</td> <td>Riparian Lalan River*</td> <td>38.57**</td> </tr> <tr> <td>Riparian Pingai River*</td> <td>62.38**</td> </tr> <tr> <td>Riparian Gasip River*</td> <td>39.15</td> </tr> <tr> <td>Riparian Anak Gasip River*</td> <td>27.03</td> </tr> <tr> <td colspan="2">HCV 4</td> <td>167.13</td> </tr> <tr> <td>6</td> <td>Cemetery</td> <td>0.37</td> </tr> <tr> <td colspan="2">HCV 6</td> <td>0.37</td> </tr> <tr> <td colspan="2"><b>Total</b></td> <td><b>167.50</b></td> </tr> </tbody> </table> <p>*) Potential HCV; **) Has more than 1 conservation value;</p>	HCV	Area	Hectare	1	Riparian Lalan River*	38.57	Riparian Pingai River*	62.38	HCV 1		100.95	4	Riparian Lalan River*	38.57**	Riparian Pingai River*	62.38**	Riparian Gasip River*	39.15	Riparian Anak Gasip River*	27.03	HCV 4		167.13	6	Cemetery	0.37	HCV 6		0.37	<b>Total</b>		<b>167.50</b>	Comply
HCV	Area	Hectare																																	
1	Riparian Lalan River*	38.57																																	
	Riparian Pingai River*	62.38																																	
HCV 1		100.95																																	
4	Riparian Lalan River*	38.57**																																	
	Riparian Pingai River*	62.38**																																	
	Riparian Gasip River*	39.15																																	
	Riparian Anak Gasip River*	27.03																																	
HCV 4		167.13																																	
6	Cemetery	0.37																																	
HCV 6		0.37																																	
<b>Total</b>		<b>167.50</b>																																	



		<p>As explained in the report, the HCV 6 sets aside is 0.37 Ha (cemetery). The rest of the HCV 1 and 4 are potential HCV, as it was located under planted area, therefore not allocated as separate HCV area. However, based on field assessment and document review, the HCV management and monitoring plan treated the potential HCV as conservation area (no chemical treatment, no fertilizer regime) and surveyed on annual basis.</p>	
5.2.2	<p>Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill operations, appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have prepared a report for management and monitoring of HCV area on annual basis:  PT. Meridan Sejatisurya Plantation has prepared HCV management and monitoring plan for 2017, becoming integral part under "Laporan Pengelolaan dan Pemantauan Area HCV di PT. Meridan Sejatisurya Plantation Kebun Sei Pingai 2017, consist of: HCV area marking; delineation and maintenance of riparian and boundary; monitoring of planting bamboo trees in riparian area; HCV socialization; HCV Sign Board reinstatement; animal and plant survey and maintenance of access road to cemetery (HCV 6).</p> <p>Based on field verification to Block G14 Division VI (Pingai River Riparian), shows that company has demonstrate effort to manage HCV area: marking the palm tree with paint to delineate the Pingai River riparian; marking the maximum area where chemical could applied; establishing the biodiversity monitoring area; planting bamboo for area prone to erosion; installation of signboard to create awareness for no hunting, no logging, no burning and no chemical application.</p> <p>Based on plant and animal survey in 2007, found:  For plants; seven (7) types of bush and <i>palmae</i> plants: <i>Imperata cylindrica</i>, <i>Trema orientalis</i>, <i>Gigantpchoa apus</i>, <i>Melastoma malabathricum</i>;  One (1) type of fern plants: <i>Nephrolepis biserta</i>;  One (1) type of timber: <i>Acacia mangium</i>; and  One (1) type of cash crop: <i>Elais guineensis</i>. From the list, no type of plants categorized under protected species by government and/or falls under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I.</p>	Comply

		<p>For animal identification; identified seven (7) birds <i>Centropus sinensis</i>, <i>Copsychus malabaricus</i>, <i>Alcedo meninting</i>, <i>Streptopelia chinensis</i>; Identified five (5) mammals <i>Sundasciurus tenuis</i>, <i>Muntiacus muntjak</i>, <i>Macaca fascicularis</i> and others; Identified three (3) types of reptile: <i>Gekko gecko</i>, <i>Maticira bivirgata</i> and others. Identified two species of animal protected <i>Alcedo meninting</i> and <i>Muntiacus muntjak</i> as falls under Critical endangered (CR) under IUCN Redlist and CITES's Appendix I.</p> <p>Based on 2017's annual plant and animal monitoring: Identified fourteen (14) types of plant: <i>Trema orientalis</i>, Congkak, Mahang, Waru (<i>Hisbiscus</i> sp). From the list, no type of plants categorized under protected species by government and/or falls under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I. Fauna; identified one (1) mammal i.e. <i>Sus scrofa</i>; Identified thirteen (13) types of birds <i>Gallus gallus</i>, <i>Centropus sinensis</i>, <i>Copsychus saularis</i>, <i>Alcedo meninting</i>, <i>Streptopelia chinensis</i>; Identified four (4) types of reptiles <i>Varanus salvator</i>, <i>Mabuya multifaciata</i>, <i>Naja sp.</i>, <i>Phyton moralus</i>. As per list, identified four (4) types protected animal as per "Peraturan Pemerintah No. 7 tahun 1999" i.e. <i>Gallus gallus</i>, <i>Alcedo meninting</i>, <i>Varanus salvator</i>, <i>Phyton morulus</i>. However, from the identified list, there was no type of animal categorized under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I.</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>Company has a policy to protect flora and fauna as per "Surat Edaran Group Manager Kebun No.MSSP/SE/17/V/2013 tentang Perlindungan Flora dan Fauna" dated 15 May 2013. The memorandum explains restriction on no catching, no killing, ho harming, no transporting and no trading of protected flora and fauna, including sanction to worker and contractor disregarding this regulation.</p> <p>PT. Meridan Sejatisurya Plantation has conducted education to workforce related to HCV management:</p>	Comply

		<ul style="list-style-type: none"> <li>- HCV socialization to local community on 23 April 2014, attended by 30 participants from surrounding villages and local villages (based on attendance list);</li> <li>- HCV socialization to workers on 12 February 2015, attended by 26 workers;</li> <li>- HCV socialization to workers on 12 May 2013, attended by 23 workers;</li> <li>- Socialization to workers on 23 April 2014, attended by 26 workers;</li> </ul> <p>Socialization in June 2017 to all estate workers, palm oil mills workers, securities and local contractors.</p>	
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>Based on document review upon “Laporan Pengelolaan dan Pemantauan Areal HCV tahun 2014” shows company has demonstrate effort to manage and monitors the HCV area, as recommend in HCV Identification document. All demonstrated effort has been documented in the report.</p> <p>The fauna biodiversity explained in detail under “Laporan Pemantauan Fauna” including species found, diversity index, and abundance level at each monitoring point.</p> <p>PT. Meridan Sejatisurya Plantation have prepared a report for management and monitoring of HCV area on annual basis:</p> <ul style="list-style-type: none"> <li>• “Laporan Biodiversity PT. MSSP Tahun 2019”, dated 30 July 2019. Conducted by Conservation Officer.</li> <li>• “Laporan Pengelolaan, Pemantauan dan Sosialisasi HCV PT. MSSP Kebun Sei Pingai Tahun 2019”, dated 20 June 2019.</li> <li>• “Rencana Pengelolaan dan Pemantauan NKT PT. MSSP Tahun 2019.”</li> </ul>	Comply
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 areas within the PT. Meridan Sejatisurya Plantation concession.</p>	Comply

<b>Criterion 5.3</b>			
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	<p>A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p>	<p>Company maintains an ISO 14001 record of Environmental and Social Aspect and Impact Assessment for Palm Oil, latest update December 2014. Review record showed all environmental aspects from each station and field activities has been identified and assessed.</p> <p>In year 2019, PT. Meridan Sejatisurya Plantation have identified the source of waste and pollution, under "Matriks Pengelolaan Limbah No.FR.CSM.OP.1-3/1-0/01-09-2011" which consist of location of waste source, waste classification, waste category, the final disposal plan, collection frequency and the person-in-charge.</p> <ul style="list-style-type: none"> <li>- KCK office emitted Domestic waste in form of paper waste, plastics, leftover food, drinking bottle, washing waste water; Solid hazardous waste in form of: tube (fluorescent) lamp and printer cartridge;</li> <li>- Palm oil mill workshop produce Domestic waste in form of: paper waste, leftover food, plastics, drinking bottle; Solid hazardous waste in form of: steel material, contaminated rags, contaminated rags, tube (fluorescent) lamp; Liquid hazardous waste in form of waste lubricants;</li> </ul> <p>Domestic waste from housing was segregated, organic waste being composted; while inorganic waste being sent for landfills. Every three months, the landfill being covered with soil.</p>	Comply
5.3.2	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have managed the chemical and empty chemical container following regulation and best management practices. All chemical and the containers categorized as hazardous waste.</p> <p>Company have permit for temporary hazardous waste storage, before handling onto final disposal contractors. The permit for temporary hazardous waste storage as in "Keputusan Kepala Badan Lingkungan Hidup Kabupaten Siak No.05/BLH-S/KPTS/2013 tentang Izin Penyimpanan Sementara Limbah Berbahaya dan Beracun Kepada PT. Meridan Sejatisurya Plantation", dated 29 July 2013 and valid for 5 years. The permitted hazardous waste to be kept in temporary hazardous waste storage is used oil, used battery, used lamps, used oil</p>	Comply

		<p>filters, hazardous waste containers, contaminated material, cartridge, contaminated scrap, heavy machineries, junk vehicle.</p> <p>Record of waste handling management as follow:</p> <p>Manifest LB3 dated 27 August 2019, collector by Shali Riau Lestari (registered: KLH-629). Transporting permit (B-14559/Dep.IV/LH/PDAL/12/2014):</p> <ul style="list-style-type: none"> <li>• Manifest #KLH-633000002436UF (Lubricant used): 1,600 L</li> <li>• Manifest #KLH-633000002441UF (Battery used): 0.126 Tonnes</li> <li>• Manifest #KLH-633000002443UF (Filter used): 0.177 Tonnes</li> <li>• Manifest #KLH-633000002438UF (Chemical containers): 0.354 Tonnes</li> <li>• Manifest #KLH-633000002439UF (medical waste): 0.003 Ton</li> </ul>	
5.3.3	<p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>- Minor compliance –</p>	<p>PT. Meridan Sejatisurya Plantation demonstrates Best Practice of Operations Waste Management No.FR.CSM.OP-1. The procedure classified the waste source based on hazardous level.</p> <p>Record of ISO 14001 Environment and Social Aspect and Impact Assessment for Palm Oil, dated December 2014 showed plan to reduce the environment impact identified in the mill and field activities. For example: hazardous waste is kept in permitted temporary store and send to licenced waste collector, empty fruit bunch is distributed to the estate field blocks as soil nutrient.</p> <p>PT. Meridan Sejatisurya Plantation demonstrated good waste management practices started from waste and pollution identification up to monitoring environment quality monitoring.</p> <p>- Hazardous waste management: company have temporary hazardous waste store, company have recording temporary storage activity, company have a work agreement with licensed hazardous waste collector (PT. Shali Riau Lestari), company have reported the hazardous waste management to "Dinas Lingkungan Hidup Kabupaten Siak" every three (3) months.</p>	Comply

		<ul style="list-style-type: none"> <li>- Management of waste water/effluent: company utilizing palm oil mill effluent as soil nutrient (land application). The permit for POME land application as per "Surat Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Siak No.01/DPMTSP-ILA/KPTS/2018 tentang Izin Pemanfaatan Air Limbah Industri Minyak Sawit pada Tanah di Perkebunan Kelapa Sawit PT. Meridan Sejatisurya Plantation" dated 11 January 2018. Company carried out monitoring for water quality at control well (frequency per six months) and the POME quality monitored on monthly basis. The analysis conducted by "Unit Pelaksana Teknis Pengujian Material – Dinas Pekerjaan Umum Provinsi Riau".</li> <li>- Company conducted air quality monitoring. Ambient air quality analysis on 14-15 August 2017 by "Binalab" covering nine (9) parameters – in accordance to "Peraturan Pemerintah No.41 tahun 1999. Odor analysis carried out on 14 August 2017 by "Binalab" covering five (5) paramters – in accordance to "Keputusan Menteri Lingkungan Hidup No.50/MENLH/XI/1996. Emission test for Sei Pingai POM power generator, carried out on 14 August 2017 by "Binalab" covering five (5) environmental parameters as required by "Peraturan Menteri Lingkungan Hidup No.13 tahun 2009 (NO<sub>2</sub> and CO<sub>2</sub>), "Peraturan Menteri Lingkungan Hidup No.21 tahun 2008" for opacity; and "Keputusan Kepala Badan Pengendalian Lingkungan No.Kep/Bapedal/07/1996" for flowrate.</li> </ul> <p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM have a procedure for waste management under "Best Practices of Operations Procedure Waste Management No.FR.CSM.OP-1". Section "B. Limbah Anorganik" regulated waste management for inorganic waste. Section "3.13. Limbah B3" regulated hazardous waste management.</p> <ol style="list-style-type: none"> <li>1. Implement "Jumat bersih" (Clean Friday) program where all worker and family work together to clean waste on their housing compound;</li> <li>2. Apply spill kit to all fuel and oil spillage on generator set on May 2018;</li> <li>3. Collect and send all hazardous and toxic waste includes but not limited to used oil filter from housing complex to temporary hazardous waste storage at mill;</li> <li>4. Collect all used fertilizer plastic bag from field;</li> <li>5. Apply second containment for chemical spraying team on but not limited to Division 4 and 12;</li> <li>6. Create containment for fuel pump area;</li> </ol>	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>7. Apply spill kit for all lubricant spillage on Estate Central Warehouse;          In addition, PT. Meridan Sejatisurya Plantation have put in place a continuous communication and monitoring:</p> <ul style="list-style-type: none"> <li>- Socialize and implement Jumat bersih (Clean Friday) to all estate housing complex and field to ensure domestic and hazardous waste properly manage.</li> <li>- Socialize the waste management procedure to all officer that related to hazardous material (generator set officer, storage officer and fuel pump officer).</li> </ul>	
<p><b>Criterion 5.4</b>          Efficiency of fossil fuel use and the use of renewable energy is optimized.</p>			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.</p> <ul style="list-style-type: none"> <li>- Minor compliance –</li> </ul>	<p>PT Meridan Sejatisurya Plantation demonstrated the budget for fuel usage 2018-2020 “Budget Pemakaian BBM tahun 2018-2020”.          The use of nut shell and fibre remains steady. Record on the use of renewable energy recorded under “Monitoring penggunaan Sumber Energi Terbaru PKS PT. Meridan Sejatisurya Plantation”.</p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into methane capture. The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The use of methane gas for gas burner in boiler:</p>	Comply
<p><b>Criterion 5.5</b>          Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			
5.5.1	<p>Records of land clearing with zero burning shall be available, referring to the ASEAN Policy on Zero Burning (2003) or other recognised techniques based on the existing regulations.</p> <ul style="list-style-type: none"> <li>- Major compliance -</li> </ul>	<p>Based on document review and field verification, PT. Meridan Sejatisurya Plantation is able to demonstrate that land preparation was carried out without use of fire.          First Resources Limited – as parent company has had Sustainable Palm Oil Policy “Kebijakan Minyak Kelapa Sawit Berkelanjutan”, dated 1 July 2015. Zero burning has been stated on:          1.g “Memelihara secara ketat kebijakan tanpa bakar dalam proses pembersihan lahan, baik pada area pengembangan maupun area penanaman kembali”.          Also, it has been stated within Decree of the Board No.009/SUSTAINABILITY_FR/P/II/2012 related to Implementation of Environment and Conservation in Land Clearing.</p>	Comply

		Procedure of Land Preparation "SOP Persiapan Lahan No.MN.FR.COP.OPA.PLH issue 01", dated 1 July 2012. In PT. Meridan Sejatisurya Plantation, there was no scheme smallholder.	
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 -	Based on field visit there was no sign for use of fire, whether on replanting area or pest handling.	Comply
<b>Criterion 5.6</b>			
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 -	PT. Meridan Sejatisurya Plantation refers to "Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) PT. Meridan Sejatisurya Plantation", March 2009. The document explains in matrix of environmental monitoring and management that polluting activities sourced from POM waste water/effluent, air quality noise level from operations including POME treatment. Aside from the environmental impact document, PT. Meridan Sejatisurya Plantation demonstrates the Environment Aspect and Impact Assessment for POM and Estate. All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.  Sei Pingai POM has installed methane capture for biogas station. This additional installation has respond from "Dinas Lingkungan Hidup dan Kehutanan melalui surat No.045/PPKLHK/1811", dated 24 April 2018. One of point within these letter is utilization of methane gasses for biogas station. This biogas aims to support fuel for Boiler combustion by using gas burner. The biogas station or methane capture have not covered previously	Comply



		<p>within the environmental impact assessment document (DPPL), including on the environment monitoring and management plan.</p> <p>The company already submit the letter of amendment on environmental impact assessment to relevant agencies, however due to all licenses or permission process in Riau province was pending because of unfinished spatial map (RTRWP), therefore no updating new license/permit was issued. This statement also stated within the respond letter from "Dinas Lingkungan Hidup dan Kehutanan".</p>	
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. Meridan Sejatisurya Plantation demonstrates the Environment Aspect and Impact Assessment for POM and Estate. A number of activities identified emitting significant greenhouse gases, such as POME treatment, application of fertilizer, application of herbicide, fossil fuel consumption from FFB transport.</p> <p>Significant GHG source identified within GHG inventory and calculation for ISCC certification programme. Based on the calculation, the emission factorial comes from POM (processing), Estate upkeep (fertilizer, herbicide application) and FFB transport.</p> <p>Plan to minimize GHG deducted on Corporate Sustainability Management Mitigasi Gas Rumah Kaca No.FR.CSM.GRK dated 13<sup>th</sup> September 2012. The procedure identifies sources of GHG and its emission factors, GHG emission calculation, and GHG mitigation effort. The procedure also identified the GHG inventory, both from estate and mill activity. Section 3.1 identified the source of GHG from estate: land use change, anorganic fertilizer (chemical), pesticide use, fossil fuel use.</p> <p>Section 3.2 identified the source of GHG from palm oil mill: chemical substance (cycle hexane, sulphuric acid, sodium carbonate, fuller's earth, lubricants), use of fossil fuel, and waste (POME, EFB dumping, composting).</p> <p>Emission calculation in PalmGHG ver.3.01 in Appendix.</p> <p>The GHG mitigation effort consist of prevention plan: no conversion of peat soil, no conversion of HCV area, no land clearing/replanting with use of fire, agriculture intensification, legume cover crop planting, minimize use of pesticide, herbicide, to install</p>	Comply

		<p>boiler powered with shell, to install methane capture and closed composting, carbon footprint inventory.</p> <p>Corrective action plan: To use environment-friendly material, using energy saving electronics, minimizing methane gas emission through digester system for biogas such as composting and aerobic processing, optimizing use of renewable energy source (use of fibre and shell).</p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into biogas/methane capture facility. The biogas plant/methane capture facility flow process: In feeding line, feeding pump flows the POME into reactor; in sludge line, the sludge pump refuse and/or return the sludge into homogenic pond; in the treated effluent line, treated effluent pump suction the treated POME from anaerob digester and sending to pond; In mixing line, the mixing blower suction the biogas from anaerobic digester to be sent back into pond floor and diffused inside reactor; Flare line suction the biogas from anaerobic digester to be sent back for flaring (burned).</p> <p>The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The use of methane gas for gas burner in boiler.</p>	
5.6.3	<p>A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.</p> <p>- Minor compliance –</p>	<p>A monitoring system is in place to monitor the GHG mitigation plan.</p> <p>Results of regular reporting on emission and pollutants from estate and mill operations using PalmGHG Calculator, please refer to Appendix C: GHG Reporting Executive Summary, in this report.</p>	Comply

<b>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills</b>			
<b>Criterion 6.1</b>			
Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented.  - Major compliance -	PT. Meridan Sejatisurya Plantation has carried out Social Environmental Impact Assessment (SEIA) on 2014, available under "Laporan Social Environmental Impact Assessment PT. Meridan Sejatisurya Plantation Tahun 2014". The document is prepared by Erwan Effendi, S.Si, M.Si (Team leader), Panji Mulya, SP, Eska Arganita, S.Hut, Kendi Purwanto, S.Hut, Devidia Intan Permata Yahdi, S.Hut. In the document, described the stakeholder involvement through interview was conducted on December 2014 the attendance list was attached on the report.	Comply
6.1.2	There shall be evidence that the assessment has been conducted with the participation of affected parties.  - Major compliance -	Based on document verification, Social Impact Assessment activities done with participation from numerous affected parties. The participation through interview with purposive sampling to determine sampled village and random sampling to determine respondent, interview conducted on December 2014. The document complemented with questionnaire form and respondent list from each village (Simpang Beringin Village, Kerinci Kiri Village, Rimba Cembedak Village, Kerinci Kanan Village and Maredan Village).	Comply
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.  - Major compliance -	Company has prepared "Program Pengelolaan dan Pemantauan Sosial tahun 2019 - 2021". The document explains social management and monitoring plan, which is consist of communication program with stakeholders; education improvement program; health quality improvement; community's economic improvement program; environment management and infrastructure improvement program.  Objective of environmental management is to minimize negative impact and to promote positive impact, from palm oil mill and plantation activities.  PT. Meridan Sejati Surya Plantation conducted survey/questionnaire onto community, in order to understand community perception related to mitigation of community unrest. The point questioned to community covers satisfaction of land compensation process, acceptance of outside workforce, disposal of solid and liquid waste, disturbance to community health and accident caused by harvesting activity.  The result of survey/questionnaire have been incorporated into "Laporan Pelaksanaan	Comply

		<p>RKL &amp; RPL" Semester II – 2018" and "Laporan Pelaksanaan RKL &amp; RPL" Semester I – 2019. There are several negative social impact has been monitored, that are;</p> <ul style="list-style-type: none"> <li>- There is disquiet people from the PMKS activities and Estate, particularly the effects of pollution from waste factory, monitoring: Do periodically testing against waste mills/management IPAL.</li> <li>- Potential occurrence of fires caused by natural factor and small rainfall in the dry season, control is done: Have a firefighter organization as well as do patrol and the installation of a sign board to ban on burn.</li> </ul> <p>PT. Meridan Sejatisurya Plantation planned continuously monitor the community perception on 6-monthly basis.</p>	
6.1.4	<p>The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties.</p> <p>- Minor compliance –</p>	<p>Company has environmental management and monitoring plan, available under "Jadwal Pemantauan dan Pengukuran Parameter Lingkungan" that must be done in accordance with RKL-RPL matrix. This document signed by General Manager for implementation at mill and estate. There was no changes in scope of study.</p> <p>In broader extent, company has established Standard Operating Procedure Environment and Social Aspect Impact No.FR.EMS.EAI dated 1 September 2011, signed by CEO; explaining that company conduct annual evaluation for environmental and social impact, as available under "Environment and Social Aspect and Impact".</p> <p>Periodic evaluation on Social Impact Assessment have carried out every two (2) years. The report as document "Evaluasi Social Environment Impact Assessment melalui Pengelolaan dan Pemantauan Sosial PT. Meridan Sejatisurya Plantation, Kebun Sei Pingai" for period 2019-2021.</p> <p>The document explains that the implementation of environment and social management and monitoring on period year 2018 and 2019. The document also evaluated the social management and monitoring; as consideration to prepare management and monitoring program in the subsequent period. The evaluation has also includes participation of affected parties by filling the questioner "Tanggapan Masyarakat Terhadap Pemberian Informasi dan Program Social Impact Assessment" for period 2018-2019.</p>	NC

		<p>Evaluasi Social Environment Impact Assessment Melalui Pengelolaan dan Pemantauan Sosial PT. Meridan Sejatisurya Plantation, Kebun Sei Pingai” for period 2019-2021 is not in appropriate as required clause 6.1.4, that the company can not demonstrated evidence that the review process includes participation of all affected parties.</p> <p><b>Non conformity:</b></p> <p>Based on social impact review document verification, found that:</p> <ul style="list-style-type: none"> <li>- “Evaluasi Social Environment Impact Assessment Melalui Pengelolaan dan Pemantauan Sosial” is not done by the process of the participation of affected parties, but only spread the questioner related the responded of information and CD-CSR program.</li> <li>- There are several estates activities in the period 2018-2019, for example: Land Clearing (LC) to replanting and activities in replanting as well and nursery activities, but there is no social evaluation is done, both in of RKL/RPL and at the social impact evaluation period 2019-2021.</li> <li>- The evaluation of the social environment impact assessment in 2019-2021 only evaluates related to the CD and CSR programs.</li> </ul>	
6.1.5	<p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance –</p>	<p>PT. Meridan Sejatisurya Plantation does not have smallholder scheme.</p> <p>Not applicable.</p>	N/A
<p><b>Criterion 6.2</b></p> <p>There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>			
6.2.1	<p>Communication and consultation procedures shall be documented.</p>	<p>PT. Meridan Sejatisurya Plantation has issued Standard Operating Procedure Komunikasi No.FR.EMS.CIE signed by CEO, dated 1 September 2011. The procedure regulates</p>	Comply

	- Major compliance -	<p>mechanism to receive information request and provides respond for information request from stakeholders.</p> <p>Based on interview with sampled worker, they have understood the mechanism for communication and consultation. Statement noted that worker are free to choose their communication channel.</p> <p>Based on interview with surrounding communities, NGO and contractors – statement noted company are taking verbal and written inputs and provide response respectively.</p>	
6.2.2	<p>The company shall have official(s) who is responsible for consultation and communications with parties.</p> <p>- Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation has appointed personnel to receive information request from all parties/stakeholders. Corporate Sustainability Head is responsible to communicate and evaluate of effectiveness the communication with all parties/stakeholders.</p> <p>Corporate Legal head is responsible to provide consideration to Sustainability Head and relevant directorate in building communication, provide information and provide respond for information request, in relation to Environmental Management and SPO Management.</p> <p>Directorate/General Manager/Field Manager/Manager/Mill Manager/ Downstream Manager is responsible to provide information to stakeholder related to company commitment for environment, social and legal aspects.</p> <p>Public relation officer is responsible to build good communication, receiving information request and providing response upon information request and communicating to General Manager.</p>	Comply
6.2.3	<p>The company shall have a list of stakeholders, records of communications, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders.</p> <p>- Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation has prepared stakeholder list and updated on annual basis.</p> <p>The list – “Daftar Stakeholders” dated 1 January 2019 was available and consist of:</p> <p>d. Eight (8) type of stakeholders at government office at province level, such as: “Dinas Perkebunan Provinsi Riau”, “Dinas Lingkungan Hidup Riau”, “Kantor Wilayah Badan Pertanahan Nasional (BPN) Provinsi Riau”, and others.</p>	Comply

		<ul style="list-style-type: none"> <li>e. Four (4) type of stakeholders at government office at regency level, such as "Dinas Perkebunan Kabupaten Siak Sri Indrapura", "Dinas Lingkungan Hidup Kabupaten Siak Sri Indrapura", "Kantor Pertanahan Nasional (BPN) Kabupaten Siak, Riau".</li> <li>f. Two (2) stakeholders for district office of "Kecamatan Kerinci Kanan" and "Kecamatan Tualang".</li> <li>g. Four (4) type of stakeholders from police, such as "Kepolisian Kecamatan Kerinci Kanan" and "Kepolisian Kabupaten Siak Sri Indrapura".</li> <li>h. Five (5) type of stakeholders from level village level: "Desa Kerinci Kanan", "Desa Maridan", "Desa Tualang", "Dusun Cempedak".</li> <li>i. Eight (8) type of stakeholders from medical services at province and regency such as "Rumah Sakit Umum Daerah Pekanbaru", "Rumah Sakit Lancang Kuning", "Rumah Sakit Ibnu Sina", "Klinik Upaya Kesehatan Pekerja PT. Meridan Sejatisurya Plantation".</li> <li>j. Six (6) type of stakeholders from education institution "Universitas Negeri Riau", "SMA Negeri 5 Tualang", "SMP Satu Atap".</li> <li>k. Seven (7) type of cultural stakeholders such as: "Tokoh Adat Kampung Tengah", "Ninik Mamak Kerinci Kanan", "Pemangku Adat Kampung Kerinci Kanan", "Lembaga Adat Melayu Kampung Kerinci Kanan", "Ninik Mamak Meridan", "Laskar Melayu Riau".</li> <li>l. Non-Governmental Organization/NGO "Forum Cendikiawan Kabupaten Siak".</li> <li>m. Three (3) type of financial institution stakeholders "Bank Mandiri Pekanbaru", "Bank BRI Simpang Beringin", "Bank Muamalat Pekanbaru".</li> <li>n. Forty five (45) type of stakeholders from suppliers and contractors.</li> </ul> <p>The stakeholder list completed with name of organization/company, contact person, relation with CH, address and phone number.</p>	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

**Criterion 6.3**  
There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.

6.3.1	<p>The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence.</p> <p>- Major compliance -</p>	<p>PT. MeridanSejatisurya Plantation has prepared procedure to handle social issue. "Standard Operating Procedure Penanganan Issue Sosial" No.UMM-PIS-8, rev.I, signed by Managing Director on 3 September 2012; procedure explains mechanism to resolve social issue including land conflict, grievance, complaint from external.</p> <p>In order to handle internal complaint/grievance, company has established "Standar Operating Procedure Penanganan Pengaduan" No.IAD-PPN-1, rev.I, which explains handling of complaint/grievance mechanism. This SOP has also explains protection on whistleblowers, where requested.</p>	Comply
6.3.2	<p>There shall be records of process and outcome of dispute resolution.</p> <p>- Major compliance -</p>	<p>Based on document verification against incoming and outgoing letter, it is known that there is no conflict between company and other party, including local community.</p> <p>Based on interview with stakeholder (cultural leaders, NGO, "Dinas Lingkungan Hidup", "Badan Pertanahan Nasional Kantor Wilayah Provinsi Riau" and local contractors statement noted: no conflict and/or dispute between PT. Meridan Sejatisurya Plantation with other party, including surrounding communities.</p> <p>PT MSSP has had recorded related to the complaint/grievance from labor and recorded into "Rekapitulasi Keluhan Karyawan Tahun 2019", there are 15 grievances that has been responded and followed up, as such:</p> <ol style="list-style-type: none"> <li>1. Dated 9 January 2019, grievance from Ahmad Ibrahim, related propose to repair the water machine pump (DAP), has been responded on 10 January 2019 by repaired the water machine pump.</li> <li>2. Date 20 June 2019, grievance from Ernita Tamba related purpose to repairing church in Basecamp, has been responded on 30 June 2019 by fixing/repairing the church.</li> </ol> <p>Date 11 October 2019, grievance from Hari Azhari related to purpose repairing the repair of water focuets and has been responded on 11 October 2019 by reinstall the new one.</p>	Comply
<b>Criterion 6.4</b>			



Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.

<p>6.4.1</p>	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court.</p> <p>- Major compliance –</p>	<p>Company has established land compensation procedure as “Prosedur Pembebasan Lahan” UMM- PLH-2 signed by Managing Director on 2 September 2012. In the procedure, all land compensation process explained, from initial communication, land inventory, verification, land measurement with relevant parties, negotiation and payment. Based on document review and interview, company has meet FPIC principles, without force from one party.</p> <p>Since 2006, company stopped land expansion for oil palm plantation, therefore no land compensation performed. For the period 1997 – 2003, company has performed compensation covering 1,973.56 Ha or 297 land parcels, under ownership of 19 persons/groups. Sample: Land compensation to Mr. Y, Lubuk Dalam village for land parcel of 14 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 23rd September 2003. Inside both document, there is agreement from discussion result between company and Mr. Y; acknowledged by Kepala Desa Lubuk Dalam and other witnesses.</p> <p>For period 2004 – 2007, company has performed compensation covering 1,272.70 Ha or 556 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22nd March 2005. Inside both document, there is agreement from discussion result between company and Mr. H/AK; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with Sceet Kaart (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by Kepala Desa Kerinci Kiri, Ketua RT, Ketua RW and neighborung landowners.</p> <p>Land compensation to Mr. Aha*** for land owner for areas 45 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22 May 2004. Inside both document, there is agreement from discussion result between company and Mr. Aha***; acknowledged by Kepala Desa Kerinci Kanan and other witnesses (Ninik Mamak). The document also completed with Sceet Kaart (land parcel situation map) as result</p>	<p>Comply</p>
--------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------

		from collective measurement process between company and Mr. Aha*** and acknowledged by Kepala Desa Kerinci Kanan, Kepala Desa Kerinci Kiri, Camat Kerinci Kanan and Ninik Mamak Kerinci Kanan.	
6.4.2	<p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>Company has established land compensation procedure as “Prosedur Pembebasan Lahan” UMM- PLH-2 signed by Managing Director on 2 September 2012. In the procedure, all land compensation process explained, from initial communication, land inventory, verification, land measurement with relevant parties, negotiation and payment. Based on document review and interview, company has meet FPIC principles, without force from one party.</p> <p>Based on interview with Bpk. Ahadim from Kerinci Kanan Village and Bpk. Tiar from Kayu Batu Village stated that their family have received land compensation upon their family land of 45 – 75 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping.</p> <p>Base from management statement, interview with surrounding communities and Adat Melayu communities – PT. Meridan Sejati Surya Plantation have stopped land compensation since 2006.</p>	Comply
6.4.3	<p>Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.</p> <p>- Major compliance –</p>	<p>Company recorded all compensation process. The sighted compensation covering 1,973.56 Ha or 297 land parcels, under ownership of 19 persons/groups. Sample: Land compensation to Mr. Y, Lubuk Dalam village for land parcel of 14 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 23rd September 2003. Inside both document, there is agreement from discussion result between company and Mr. Y; acknowledged by Kepala Desa Lubuk Dalam and other witnesses.</p> <p>For period 2004 – 2007, company has performed compensation covering 1,272.70 Ha or 556 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22nd March 2005. Inside both document, there is agreement from discussion result between company</p>	Comply

		<p>and Mr. H/AK; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with Scelet Kaart (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by Kepala Desa Kerinci Kiri, Ketua RT, Ketua RW and neighboring landowners.</p> <p>Land compensation to Mr. Aha*** for land areas 45 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 22 May 2004. Inside both document, there is agreement from discussion result between company and Mr. Aha***; acknowledged by Kepala Desa Kerinci Kanan and other witnesses (Ninik Mamak). The document also completed with Scelet Kaart (land parcel situation map) as result from collective measurement process between company and Mr. Aha*** and acknowledged by Kepala Desa Kerinci Kanan, Kepala Desa Kerinci Kiri, Camat Kerinci Kanan and Ninik Mamak Kerinci Kanan.</p> <p>Based on interview with Mr. Aha***, from Rimba Cempedak Village and Mr. Ti*** from Kayu Batu Village, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping.</p> <p>Based from management statement, interview with surrounding communities and Adat Melayu communities – PT. Meridan Sejati Surya Plantation have stopped land compensation since 2006.</p>	
<p><b>Criterion 6.5</b>          Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>			
<p>6.5.1</p>	<p>Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.</p> <p>- Major compliance -</p>	<p>Decree letter for minimum wage from Riau Governor, as per "Surat Keputusan Gubernur Riau No. 949/XI/2018 dated 21 November 2018, concerning "Upah Minimum Kabupaten / Kota di Provinsi Riau Tahun 2019"; stating the minimum wage for Siak Regency at Rp 2,809,443.46,-.</p> <p>Based on document verification, it was known that:</p>	<p>Comply</p>

		<p>a. "GAPKI Riau" through letter No. 029/GAPKI/R/II/2019" dated 27 February 2019 has suggest their members to implement minimum wage as agreed between "GAPKI" and "BKS-PPS" in 2019 for Rp 2,820,000/month.</p> <p>b. "Surat Edaran Managing Director First Resources Regional Riau No. 02.0/SE/005/III/19 perihal Upah Karyawan Harian tahun 2019" dated 26 March 2019 stating the minimum wage for daily worker at Rp. 112,800/manday. Wage for permanent worker at Rp. 2,820,000 and natura worth 15 Kg rice with price sets at Rp. 9,400/Kg.</p> <p>Wages for KHT employees is Rp 2,679,000 per month or Rp 89,300 per day</p> <p>Document verification made upon ""Report Payroll Summary Detail" August 2019 shows the salary payment made in accordance with minimum wage regulation 2019, taken sample:</p> <p>a. Salary payment Mr. Ag** S** (permanent worker maintenance) Basic salary Rp. 2,820,000; Rice benefit Rp. 289,800; BPJS-TK (insurance) Rp. 33,558; Premi (incentive) Rp. 2,453,237; BPJS-Kes Rp. 112,800. The gross salary was Rp. 5,419,595.</p> <p>Deduction consist of: BPJS-TK Rp. 89,958; BPJS- Kes Rp. 141,000; Rice benefit Rp. 427,800; SPSI levy Rp. 10,000; Other deduction Rp. 274,600,-. Total deduction Rp. -. Take home pay for August 2019 was Rp. 5,009,437.</p> <p>b. Salary payment Mr. Gun*** (Temporary/KHL-Harvester) Basic salary Rp. 2,820,000; Rice benefit Rp. -; BPJS-TK (insurance) Rp. 33,558; Premi (incentive) Rp. 2,721,775; BPJS-Kes Rp. 112,800. The gross salary was Rp. 5,688,133.</p> <p>Deduction consist of: BPJS-TK Rp. 89,958; BPJS- Kes Rp. 141,000; Rice benefit Rp. -; SPSI levy Rp. 10,000; Other deduction Rp. 0. Total deduction Rp. 410,158. Take home pay for April 2018 was Rp. 5,277,975.</p> <p>c. Salary payment Mr. R*** Se*** (Temporary worker/KHL) Basic salary Rp. 2,820,000; Rice benefit Rp. -; BPJS-TK (insurance) Rp. 33,558; Premi (incentive) Rp. 980,000; BPJS-Kes Rp. 112,800. The gross salary was Rp. 3,946,358.</p>	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		<p>Deduction consist of: BPJS-TK Rp. 89,958; BPJS- Kes Rp. 141,000; Rice benefit Rp. 141,000; SPSI levy Rp. 10,000; Other deduction Rp. 0. Total deduction Rp. 410,158. Take home pay for April 2018 was Rp. 3,536,200.</p> <p>Based on interview with worker union, sampled workers and relevant authorities; company has implemented "Upah Minimum Kabupaten / Kota di Provinsi Riau Tahun 2019".</p> <p>PT. Meridan Sejati Surya Plantation has conducted evaluation of harvester output, and the data shown harvester could meet the target without helper. Management communicating the policy that no harvesters are allowed to use helper. Management has coordinated with worker union to communicating this policy onto all workers. PT. Meridan Sejati Surya Plantation conducted field verification to ensure harvester no longer using helper.</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>PT. Meridan Sejatisurya Plantation has a collective work agreement, as approved by "Pengurus Unit Kerja Serikat Pekerja Pertanian dan Perkebunan (PUK SPPP-SPSI) PT. Meridan Sejati Surya Plantation Kebun Sei Pingai" on 23 February 2018, and legalized by "Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak" through "Surat Keputusan No.25 Tahun 2018 tentang Pendaftaran Perjanjian Kerja Bersama antara PT. Meridan Sejatisurya Plantation dengan Pengurus Unit Kerja SPPP-SPSI PT Meridan Sejatisurya Plantation Kebun Sei Pingai" dated 10 April 2018. This is in accordance to the letter from "Surat Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak No.560/Distransnaker/V/2018/400 perihal Pendaftaran Perjanjian Kerja Bersama/PKB) dated 28 May 2018. This collective labor agreement (PKB) valid form 23 February 2018 until 22 February 2020.</p> <p>Inside the agreement, all regulation has been clearly explained related to working hour, recruitment process and its requirement, overtime, salary payment, social insurance, accident insurance, occupational health and safety, working rules and regulation. Based on interview with worker union, they have understood all of the clauses regulated under the collective work agreement.</p>	Comply

		<p>Employees with the status of PBT (Pekerja Bulanan Tetap) and KHT (Karyawan Harian Tetap) using the collective labor agreement that is PKB, while for the KHL (Karyawan Harian Lepas) by using the agreement separately, taken sample:</p> <p>Letter of Working Agreement or Surat Perjanjian Kerja no. 03/SPK-MSSP/VI/2019 dated 10 June 2019 namely Sugimin as harvester at Afdeling V.</p> <p>The company also makes a work contract with some people related to the "Pemborongan Pekerjaan" as many 73 employees, for example: Surat Perjanjian Pemborongan Pekerjaan, No. 12/SP3-MSSP-SPI/I/2019 dated 1 January 2019 on behalf of Angelia R. Gaurifa, provision of employees at PT MSSP SPI for job empty bunches application.</p>	
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>Based on document verification, interview with worker union and sampled worker, statement obtained that PT. Meridan Sejatisurya Plantation has provided welfare facility in form of:</p> <ol style="list-style-type: none"> <li>a. Housing facility for Staff type G1: 32 units; housing for worker type G2 permanent: 108 units; housing for worker type G2 Semi permanent: 80 units; housing for worker type G4 permanent: 288 units; housing for worker type G4 semi permanent: 344 units; housing for worker type G6 permanent: 6 units; housing for worker type G6 board: 168 units and longhous 2 units. Housing provided with electricity from power generator and clean water.</li> <li>b. 1 unit mosque and 14 units Musholla.</li> <li>c. Health/medical facility in form of clinic: 1 unit with three rooms; ambulance: 1 unit.</li> <li>d. Education infrastructure: kindergarten "TK Berdikari" with 2 units classroom, elementary school "Sekolah Dasar 18 Maridan" with 8 classrooms and school bus 3 units.</li> <li>e. Sport facility in form of football field: 1 unit; Badminton: 1 unit and volleyball:2 unit).</li> </ol>	Comply

		<p>Based on field visit, worker housing is in good condition. Each house installed with water and electricity supply. Interview with worker, housing issues such as broken door, leaking roof or blocked septic tank are followed up to repaired immediately, such as:</p> <ol style="list-style-type: none"> <li>1. Dated 9 January 2019, grievance from Ahmad Ibrahim, related propose to repair the water machine pump (DAP), has been responded on 10 January 2019 by repaired the water machine pump.</li> <li>2. Date 20 June 2019, grievance from Ernita Tamba related purpose to repairing church in Basecamp, has been responded on 30 June 2019 by fixing/repairing the church.</li> <li>3. Date 11 October 2019, grievance from Hari Azhari related to purpose repairing the repair of water faucets and has been responded on 11 October 2019 by reinstall the new one.</li> </ol> <p>Based on interview with sampled workers, water supply to the housing is in good quality (clean-filtered water) and sufficient for domestic use (washing, bath, cooking). This was also confirmed with worker union representative during stakeholder consultation.</p> <p>Monitoring of worker housing, including basic infrastructure (water and electricity) carried out by field overseer at each division.</p>	
6.5.4	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Company provided wach worker with staple food supply (rice) every month, as part of salary payment. The amount of rice supplied considering the number of family member. Company provided monthly transportation to local market, so that employee's wife/families could have access to Desa Simpang Beringin – accommodating monthly groceries.</p>	Comply
<p><b>Criterion 6.6</b></p> <p>The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			

6.6.1	<p>A record of the company's policy in understandable language recognising freedom of association, shall be available.</p> <p>- Major compliance –</p>	<p>Company has a policy related to freedom of association under "Internal Memo HR Director No.018/Int.Memo/MSSP/II/2013 tentang Fasilitas Pembentukan Serikat Pekerja PT Meridan Sejatisurya Plantation" dated 5 February 2013.</p> <p>In PT. Meridan Sejatisurya Plantation, worker union has been established under name "Pengurus Unit Kerja SPPP-SPSI Kebun Sei Pingai" as per "Surat Keputusan Pengurus Daerah SPPP-SPSI Riau No. Kep.09-A/PD-FSP.PP/SPSI/R/03/2013 tentang Pengesahan/Penguksahan Komposisi dan Personalia Pengurus Unit Kerja SPPP-SPSI PT. Meridan Sejati Surya Plantation Kebun Sei Pingai masa bakti 2012 – 2017". The worker union has been listed to Dinas Tenaga Kerja Kabupaten Siak as per "Surat No. 568/Disosnakertrans/III/2017/180 concerning "Pencatatan Ulang SP/SB PUK FSPPPP-SPSI Susunan Pengurus PUK SPPP-SPSI Tahun 2017-2019. The current committee chaired by Mr. Jhoni Amir.</p>	Comply
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>Based on document verification and interview with worker union chairman, meeting with company/management held for 6 monthly basis, last meeting on 24 May 2019 to discuss collective work agreement and other industrial relation and/or other general issue, i.e: Socialization about the wage increase decrees on 2019 regarding UMSP 2019 that has set by Governor of Riau and also to discuss about employees coaching.</p>	Comply
<p><b>Criterion 6.7</b>  Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>Policy on worker recruitment regulated as per collective work agreement chapter 13 (persyaratan Umum penerimaan karyawan) stating that prospective employee requirement minimum 18 years old during recruitment process. Company has issued another policy "Surat Edaran HR Director No.02.04/SE/HRD/001/VIII/2011 tentang Kebijakan tidak mempekerjakan anak di bawah usia" dated 9 August 2011.</p> <p>Based on verification upon manpower record period April 2018, no worker under 18 years old. Sample seen:</p> <p>a. Mr. A*** Ra**** (KHL-Sei Pingai Estate) born 16 May 1995 started worked at company on 16 July 2019 or 24 years.</p>	Comply



		<p>b. Mr. Ta**** Jau*** (KHL-Sei Pingai Estate) born 4 June 1996 started work for company on 2 Septemebr 2019 or 23 years old.</p> <p>c. Mr. And*** Pr*** (KHL-Sei Pingai POM) born 6 July 1999 become worker at PT. Meridan Sejatisurya Plantation on 5 July 2019 or 19 years old.</p> <p>d. Mr. Sug** (KHL-Sei Pingai POM) born 12 July 1998 works started 10 July 2019 or 20 years and 11 months.</p> <p>Based on interview with spraying worker, local contractor and worker union representative, there is no worker unde 18 years old.</p>	
<p><b>Criterion 6.8</b>  Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>			
<p>6.8.1</p>	<p>A company’s policy on equal opportunity and treatment for work shall be available and documented.</p> <p>- Major compliance –</p>	<p>Company has a policy related to equal opportunity treatment under “Surat Keputusan Direksi No.011.A/Sustainability-FR/P/VI/2012 tentang Kebijakan persamaan kesempatan kerja” dated 15 June 2012. Based on interview with workers and worker union, company does not practicing discriminative towards the employees.</p> <p>Taken sample concerning related employee promotion, based on Surat Keputusan No. GM/SK-INT/006/III/2019 dated 1 March 2019 regarding “Pengangkatan Karyawan Harian Tetap (KHT) on behalf of Mayudin Rambe (Harvester)”.</p> <p>Based on interview with local communities, job vacancy announcement made available in surrounding villages.</p>	<p>Comply</p>
<p>6.8.2</p>	<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>PT. Meridan Sejatisurya Plantation have procedures:</p> <ol style="list-style-type: none"> <li>1 Selection and recruitment - “Prosedur Rekrutmen dan Seleksi Karyawan No.FR.CHR.R&amp;S.002” dated 1 November 2012.</li> <li>2 Worker performance evaluation - “Prosedur Penilaian Prestasi Kerja Karyawan No. FR.CHR.R&amp;S.001” dated 1 November 2012.</li> <li>3 Worker relocation - “Prosedur Mutasi Karyawan No.FR.CHR.L&amp;D.003” dated 1 July 2012.</li> </ol>	<p>Comply</p>

		<p>4 Worker promotion - "Prosedur Promosi Karyawan No.FR.CHR.L&amp;D.004" dated 1 July 2012.</p> <p>Based on record review, there was no discriminative action to worker period January – August 2019 (Laporan Bulanan Personalia) shows that worker is coming from different background. These various background comes from local worker, worker from other island, gender and education background. For example: workers in Afdeling II comes from Riau province (local), and other province such as Jawa, Nusa Tenggara, Nias, Sumatera Utara. In relation to job type available in estate, dominated by male workers.</p> <p>Based on interview with workers and worker union, there is no indication that company being discriminative towards the employees: rice benefit provided as per standard (number of dependent), working tools provided for worker – based on activity, PPE provided for worker – based on risk assessment.</p>	
6.8.3	<p>Records of evidence that equal opportunity and treatment for work shall be available.</p> <p>– Minor compliance -</p>	<p>Based on document verification upon Job vacancy announcement PT. Meridan Sejatisurya Plantation, "Surat No.MSSP/LK/62/II/2013" shows the recruitment process requirement adjusted with job type including education level, age, health status.</p> <p>Based on interview with worker union chairman, stated company conducted regular evaluation against all of employees, as one aspect considered for promotion. Company also conducted talent test prior to promotion.</p> <p>Based on interview with worker union chairman, stated company conducted regular evaluation against all of employees, as one aspect considered for promotion.</p>	Comply
<p><b>Criterion 6.9</b>          There is no harassment or abuse in the work place, and reproductive rights are protected.</p>			
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>PT. Meridan Sejatisurya Plantation has a policy on gender equality, prevention of sexual harassment and violence to women and children as in "Surat Keputusan Direksi No.011.C/Sustainability_FR/P/VI /2012 tentang Kebijakan Pelecehan Seksual" signed by CEO First Resources Group on 15 June 2015.</p>	Comply

		<p>PT. Meridan Sejatisurya Plantation has gender committee. The gender committee has their organizationstructure established on 26 June 2015. The gender committee led by Mrs. Tukinem, assisted by a number of coordinators.</p> <p>In 2019, communication on policy to protect womens’s reproductive rights, protect female worker from sexual harrassment and domestic violence, dated 20 May 2019 – attended by 12 workers and on 25 July 2019 attended by 10 participants.</p>	
6.9.2	<p>A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>PT. Meridan Sejatisurya Plantation has a policy in place as per “Surat Keputusan Direksi No.011.D/Sustainability_FR/P/VI/2012 tentang Kebijakan Perlindungan Hak-Hak Reproduksi” signed by CEO First Resources Group on 15 June 2015.</p> <p>There is an agreemen between Gender Committee administrator, management and worker union related to female worker protection – on 26 June 2015, a.o.: Female working on night shift entitled to specific protection, in terms of physical as well as health and decency/ethics; Menstruation leave given to female worker with health problem, completed with medical reference; Maternal leave is given 1.5 months prior to delivery and 1.5 months after delivery; Company provide opportunity to breastfeeding the infant and will not employs breastfeeding female for chemical- related work; Company will give zero-tolerance on sexual harassment case and punishment will be given as per collective work agreement.</p> <p>In 2019, communication on policy to protect womens’s reproductive rights, protect female worker from sexual harassment and domestic violence, dated 20 May 2019 – attended by 12 workers and on 25 July 2019 attended by 10 participants.</p> <p>Based on interview with female worker from fertilizer application and spraying gang, states there is monthly check and monitoring on pregnancy and breastfeeding status.</p>	Comply
6.9.3	<p>A specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p>	<p>The complaint/grievance handling process is referring to “SOP Penanganan Pengaduan No.IAD-PPN-1 ,Rev.I” signed by Managing Director dated 3 September 2012. The procedure explains complaint/grievance related to sexual harassment and violence against women and children. The procedure also explains protection and anonymity for the complainant becomes responsibility of Internal Audit Manager or Internal Audit Director.</p>	Comply

	<p>- Minor compliance –</p>	<p>Based on interview with gender committee administrator, complaint related to sexual harassment and/or violence against women and children or discriminative treatment can be channelled through gender committee. Moreover, since the gender committee established in March 2015, no logged report related to sexual harassment and/or violence against women and children or discriminative treatment.</p> <p>Socialization related to sex harassment, program gender committee period 2019 has performed on 20 May 2019, and 25 July 2019, it's attended by 30 participants.</p>	
<p><b>Criterion 6.10</b>          Growers and millers deal fairly and transparently with smallholders and other local businesses.</p>			
<p>6.10.1</p>	<p>Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available.          - Minor compliance -</p>	<p>PT Meridan Sejati Surya Plantation does not have associated scheme smallholder, however there is FFB purchase from sister company under First Resources Limited. Based on document review, the agreement stated FFB price follows market price. The FFB price regulated and determined as per "Hasil Rapat Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Riau". The FFB price determined and announced every week (effective from Wednesday up to Tuesday in the following week).</p> <p>Current and past FFB prices are available and well recorded.</p>	<p>Comply</p>

<p>6.10.2</p>	<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 regulated and determined as per "Hasil Rapat Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Riau". The FFB pricing mechanism are:</p> <p style="text-align: center;"><b>HTBS = K {(HCPO x RCPO) + (HIS x RIS)}</b></p> <p>Note:</p> <ul style="list-style-type: none"> <li>- HTBS = FFB Price;</li> <li>- K = K index;</li> <li>- HCPO = CPO Price;</li> <li>- RCPO = CPO rate to FFB;</li> <li>- HIS = Palm Kernel Price;</li> <li>- RIS = Palm Kernel rate to FFB.</li> </ul> <p>The FFB price determined and announced every week (effective from Wednesday up to Tuesday in the following week). FFB supplier understand the system and update the price regularly via SMS or newspaper.</p> <p>Sample taken:</p> <p>FFB price for period 21 to 27 Aug 2019 based on "Hasil Rapat Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Riau" No.32/TPH-TBS-VIII/2019, dated 21 Aug 2019, for period 21 to 27 Aug 2019.</p> <table border="1" data-bbox="857 1026 1384 1348"> <thead> <tr> <th>No.</th> <th>Palm Age (year)</th> <th>FFB Price (Rp/kg)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>3</td> <td>1,105.39</td> </tr> <tr> <td>2</td> <td>4</td> <td>1,197.29</td> </tr> <tr> <td>3</td> <td>5</td> <td>1,308.45</td> </tr> <tr> <td>4</td> <td>6</td> <td>1,339.85</td> </tr> <tr> <td>5</td> <td>7</td> <td>1,392.02</td> </tr> </tbody> </table>	No.	Palm Age (year)	FFB Price (Rp/kg)	1	3	1,105.39	2	4	1,197.29	3	5	1,308.45	4	6	1,339.85	5	7	1,392.02	<p>Comply</p>
No.	Palm Age (year)	FFB Price (Rp/kg)																			
1	3	1,105.39																			
2	4	1,197.29																			
3	5	1,308.45																			
4	6	1,339.85																			
5	7	1,392.02																			

		<table border="1"> <tr> <td>6</td> <td>8</td> <td>1,430.40</td> </tr> <tr> <td>7</td> <td>9</td> <td>1,464.02</td> </tr> <tr> <td>8</td> <td>10 – 20</td> <td>1,498.29</td> </tr> <tr> <td>9</td> <td>21</td> <td>1,434.67</td> </tr> <tr> <td>10</td> <td>22</td> <td>1,427.46</td> </tr> <tr> <td>11</td> <td>23</td> <td>1,421.46</td> </tr> <tr> <td>12</td> <td>24</td> <td>1,361.44</td> </tr> <tr> <td>13</td> <td>25</td> <td>1,328.42</td> </tr> </table>	6	8	1,430.40	7	9	1,464.02	8	10 – 20	1,498.29	9	21	1,434.67	10	22	1,427.46	11	23	1,421.46	12	24	1,361.44	13	25	1,328.42	
6	8	1,430.40																									
7	9	1,464.02																									
8	10 – 20	1,498.29																									
9	21	1,434.67																									
10	22	1,427.46																									
11	23	1,421.46																									
12	24	1,361.44																									
13	25	1,328.42																									
6.10.3	<p>Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.</p> <p>- Minor compliance -</p>	<p>PT Meridan Sejati Surya Plantation is able to demonstrate all contractual agreement with relevant parties.</p> <p>a. Agreement between PT MSSP as first party and PT Citra Palma Kencana as second party, dated 2 Jan 2019. The MoU mentioned that 2nd party sold FFB to 1st party; and 2nd party ensure that all FFB sold are belong to 2nd party. FFB price determine at end of month based on average of weekly Disbun (Plantation Agency of Riau Province) price. First party receive FFB from 2nd party with condition that FFB delivered are coming from legal sources, not from forest area, HCV, stolen or from area that prohibited by applicable regulation.</p> <p>b. The agreement based on "Surat Perjanjian Pemborongan Pekerjaan" No.12/SP3-MSSP-SPI/I/2019 dated 1 Jan 2019, between PT Meridan Sejati Surya Plantation with Angelia R. Gaurifa (Local Contractor). The work agreement mentioned the scope of work covers Empty Fruit Bunch application. The timeframe as per agreement 1 January - 31 December 2019. The provision of PPE and BPJS insurance covered by PT Meridan Sejati Surya Plantation. Evidence of payment, dated 31 Aug 2019 worth Rp.14,***,*** upon activities</p>	Comply																								

		<p>based on BASTP No.17, contract No. 12/SP3-MSSP-SPI/I/2019 location Division VIII, paid for Angelia R. Gaurifa.</p> <p>c. The agreement based on "Surat Perjanjian Pengadaan Sirtu" No.23/Pengadaan Sirtu/MSSP/LGL-PKU/II/2019 dated 27 Feb 2019, between PT Meridan Sejati Surya Plantation with PT Tiga Mutiara Indah. The work agreement mentioned the scope of work covers provision of stone for road hardening. The timeframe as per agreement 27 Feb 2019 to 31 May 2019.</p> <p>All contractors and the company management have signed the agreement, therefore all parties have understood the contractual agreements they enter into. The contracts reviewed are fair, legal and transparent.</p>	
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>Based on interview with EFB application contractor, company has made the payment on time and as per Work Agreement. Sample seen: Evidence of payment, dated 31 Aug 2019 worth Rp.14,***,*** upon activities based on BASTP No.17, contract No. 12/SP3-MSSP-SPI/I/2019 location Division VIII, paid for Angelia R. Gaurifa.</p> <p>Evidence of payment: "Nota Disposisi Keuangan" (finance disposition note) No.158/EST-FRG/IV/2019 dated 30 Apr 2019 for payment of provision of stone based on contract No.23/Pengadaan Sirtu/MSSP/LGL-PKU/II/2019, worth Rp.90,***,***.</p>	Comply
<p><b>Criterion 6.11</b></p> <p>Growers and millers contribute to local sustainable development where appropriate.</p>			
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available.</p> <p>- Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation consistently conduct social management program on annual basis. The implementation recorded on "Laporan Kegiatan Program Tanggungjawab Sosial dan Lingkungan PT Meridan Sejatisurya Plantation 2019", each semester. The target for social responsibility activities aimed for three villages, Desa Maredan, Desa Simpang Beringin and Desa Kerinci Kanan – directly neighbouring with PT. Meridan Sejatisurya Plantation.</p> <p>The objective of this management effort is to minimize negative impact and improve positive social impact, as identified under AMDAL document.</p>	Comply

		<p>In first semester 2019, company implemented a number of programs: education and human resources improvement, social-cultural, environment, community health, economy. The plan of first half for 2019 CSR program is about Rp 305,835,000. However the realization for CSR activities Up to June 2019 used the funds about Rp 142,100,000, there were activities for CSR consist of:</p> <ul style="list-style-type: none"> <li>5. Safari Ramadan and Safari dawah programme; the cos of Rp 4,000,000</li> <li>6. Assistance for teacher honor of kindergarten and elementary school (SD); the cos of Rp 131,1000,000</li> <li>7. Become a sponsor for activity of try out UASBN</li> <li>8. Assistance of proposal from the community; the cos of Rp 7,000,000</li> </ul> <p>The evidence for program "Berita Acara Penyerahan Program CD CSR No. MSSP/CSR/40/V/2019" dated 21 May 2019; "Berita Acara Penyerahan Bantuan Dana untuk Kegiatan Safari Ramadhan No. MSSP/CSR/41/V/2019" dated 21 May 2019; "Tanda Terima Honor Guru SD Negeri 018 selama 12 bulan" aid for teacher benefit; "Tanda Terima Honor Guru TK Berdikari selama 12 bulan"; "Tanda Terima Honor Guru MDA Nurul Ihsan dan Pendeta".</p> <p>Based on interview with local community, company has conducted a number of stakeholder meetings in order to discuss social program.</p>	
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>	No smallholder scheme in PT. Meridan Sejatisurya Plantation. Not applicable.	N/A
<p><b>Criterion 6.12</b>          No forms of forced or trafficked labor are used.</p>			



6.12.1	<p>There shall be evidence that no forms of forced or trafficked labor are used.</p> <p>- Major compliance -</p>	<p>First Resources Limited has had Sustainable Palm Oil Policy “Kebijakan Minyak Kelapa Sawit Berkelanjutan”, dated 1 July 2015. The act to prohibit forced labour and trafficked labour has been stated on:</p> <p>“Melarang bentuk penggunaan pekerja paksa, perdagangan pekerja, atau pekerja anak, atau diskriminasi, pelecehan dan penyalahgunaan terhadap karyawan kami” – To prohibit any form of forced labour, trafficked worker or child worker, or discrimination, harassment and misuse of company’s human resources. This policy also stated no harassment and no child labour.</p> <p>Company defined forced labor as Bekerja di hari libur atau diluar jam kerja yang ditetapkan tanpa adanya kompensasi yang adil – working on holiday or outside working hour, without fair compensation.</p> <p>The “Kepala Tata Usaha/KTU” is responsible for the recruitment process, migrant worker and/or outsourcing worker at management unit. Recruitment process: Applicant → unit (mill/estate) → selection by “Kepala Tata Usaha/KTU” → proposed to HR at Pekanbaru → approved/decision from Pekanbaru.</p> <p>Based on interview with worker and document verification, there is no indication on forced labour and/or trafficked labour. All worker in PT. Meridan Sejatisurya Plantation is covered with work agreement.</p>	Comply
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance -</p>	<p>Based on interview with workers (sprayer gang, fertilizer applicator and harvester) it is known that all worker has work agreement and they understand the work field. There is no indication of work substitution, outside the contract agreed.</p>	Comply
6.12.3	<p>Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available.</p> <p>- Major compliance -</p>	<p>Based on document verification, there is no migrant worker. There is, however, a contractor work for oil palm upkeep such as: spraying, fertilizer application and empty fruit bunch application. All of the work specification and work procedures are regulated inside the “Surat Perintah Kerja (SPK)” between PT. Meridan Sejatisurya Plantation and contractor supplying the local manpower. The contract covers the rights and obligation for each party, contractors</p>	Comply

		shall registering their worker with "BPJS Ketenagakerjaan" program, contractors shall pay the worker with minimum wage, etc.  Based on direct interview with sampled workers onsite, there is no found family gang nor workers without contracts.							
<b>Criterion 6.13</b>									
Growers and millers respect human rights.									
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.  - Major compliance -	Based on interview with workers and worker union representatives; it is known that company has a policy to honour human rights. This is available under "Surat Keputusan Direksi No.018/Sustainability_FR /P/03/2015 tentang Kebijakan Hak Azasi Manusia" signed by Managing Director First Resources on 15 March 2015.  PT. Meridan Sejatisurya Plantation has been disseminated to the sampled worker interviewed.	Comply						
<b>Principle 7: Responsible development of new plantings</b>									
<b>Criterion 7.1</b>									
A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.									
7.1.1	An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.  - Major compliance -	There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:  <table border="1" data-bbox="855 1209 1753 1390"> <thead> <tr> <th>Planted Area Tanaman Menghasilkan/ Mature</th> <th>Age of plant in 2019</th> <th>Areas (Ha)</th> </tr> </thead> <tbody> <tr> <td>TT 1995</td> <td>24</td> <td>1,314.36</td> </tr> </tbody> </table>	Planted Area Tanaman Menghasilkan/ Mature	Age of plant in 2019	Areas (Ha)	TT 1995	24	1,314.36	N/A
Planted Area Tanaman Menghasilkan/ Mature	Age of plant in 2019	Areas (Ha)							
TT 1995	24	1,314.36							

		TT 1996	23	2,240.27							
		TT 1997	22	1,839.92							
		TT 1998	21	2,060.93							
		TT 2003	16	150.00							
		TT 2004	15	710.28							
		TT 2005	14	371.09							
		<b>Total</b>		<b>8,686.85</b>							
7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.  - Minor compliance -	<b>See indicator 7.1.1</b>					N/A				
7.1.3	Where the development includes an outgrower scheme ( <i>skema kemitraan</i> ), the impacts of the scheme and the implications of the way it is managed shall be given particular attention.  - Minor compliance -	<b>See indicator 7.1.1</b>					N/A				
<b>Criterion 7.2</b>											
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.											
7.2.1	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations.  - Major compliance –	There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:					N/A				
		<table border="1"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> </tbody> </table>		Planting Year	Hectarage (Ha)	1994	327.00				
Planting Year	Hectarage (Ha)										
1994	327.00										

		<table border="1"> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td>9,654.32</td></tr> </table>	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total	9,654.32	
1995	1,889.38																		
1996	2,305.72																		
1997	1,839.92																		
1998	2,060.93																		
2003	150.00																		
2004	710.28																		
2005	371.09																		
Total	9,654.32																		
7.2.2	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available.</p> <p>- Minor compliance -</p>	See indicator 7.2.1	N/A																
<b>Criterion 7.3</b>																			
New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.																			
7.3.1	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	N/A
Planting year	Hectarage (Ha)																		
1994	327.00																		
1995	1,889.38																		
1996	2,305.72																		
1997	1,839.92																		
1998	2,060.93																		
2003	150.00																		
2004	710.28																		

		2005	371.09	
		Total	9,654.32	
		<p>Particular information for planting year 2005, PT. Meridan Sejatisurya Plantation manages to demonstrates that the planting of 371.09 Ha was prepared (land clearing, mechanical stacking, planting oil palm and planting legume cover crop) was carried out prior to November 2005. The information available under "Laporan Perkembangan Land Clearing dan Penanaman" period June – November 2005.</p>		
		<b>June 2005</b>	<b>Location</b>	<b>Progress</b>
		Felling/underbrushing	Division XII	75,81 Ha
		Mechanical stacking	Division XII	75,81 Ha
		Planting OP	Division XII	2,730 trees
		Planting LCC	Division XII	- Ha
		<b>July 2005</b>	<b>Location</b>	<b>Progress</b>
		Felling/underbrushing	Division XII	181.70 Ha
		Mechanical stacking	Division XII	181.70 Ha
		Planting OP	Division XII	- trees
		Planting LCC	Division XII	86.39 Ha
		<b>August 2005</b>	<b>Location</b>	<b>Progress</b>
		Felling/underbrushing	Division XII	257.51 Ha
		Mechanical stacking	Division XII	257.51 Ha

		Planting OP	Division XII	2,730 trees		
		Planting LCC	Division XII	86.39 Ha		
		<b>September 2005</b>	<b>Location</b>	<b>Progress</b>		
		Felling/underbrushing	Division XII	- Ha		
		Mechanical stacking	Division XII	- Ha		
		Planting OP	Division XII	16,652 trees		
		Planting LCC	Division XII	125.84 Ha		
		<b>October 2005</b>	<b>Location</b>	<b>Progress</b>		
		Felling/underbrushing	Division XII	- Ha		
		Mechanical stacking	Division XII	- Ha		
		Planting OP	Division XII	8,776 trees		
		Planting LCC	Division XII	16.79 Ha		
		<b>November 2005</b>	<b>Location</b>	<b>Progress</b>		
		Felling/underbrushing	Division XII	- Ha		
		Mechanical stacking	Division XII	- Ha		
		Planting OP	Division XII	8,776 trees		
		Planting LCC	Division XII	16.79 Ha		

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>	See indicator 7.3.1	Not applicable N/A
7.3.3	<p>Records of land preparation and clearing dates shall be available.</p> <p>- Minor compliance –</p>	See indicator 7.3.1	Not applicable N/A
7.3.4	<p>An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower’s relevant operational procedures. (see Criterion 5.2)</p> <p>- Major compliance –</p>	See indicator 7.3.1	Not applicable N/A
7.3.5	<p>Evidence of consultation with the affected community shall be available in order to identify the area required by such community to fulfill its basic needs, by considering the positive and negative changes to the livelihood as a result of plantation operations. Such matters shall be included in the HCV analysis and management plan (see Criteria 5.2).</p> <p>- Minor compliance –</p>	See indicator 7.3.1	Not applicable N/A

**Criterion 7.4**  
 Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.

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>There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:</p> <table border="1" data-bbox="857 491 1261 1002"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> <tr> <td>1995</td> <td>1,889.38</td> </tr> <tr> <td>1996</td> <td>2,305.72</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> <tr> <td>Total</td> <td>9,654.32</td> </tr> </tbody> </table>	Planting Year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total	9,654.32	Not applicable N/A
Planting Year	Hectarage (Ha)																						
1994	327.00																						
1995	1,889.38																						
1996	2,305.72																						
1997	1,839.92																						
1998	2,060.93																						
2003	150.00																						
2004	710.28																						
2005	371.09																						
Total	9,654.32																						
7.4.2	<p>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.</p> <p>- Major compliance –</p>	See indicator 7.4.1	Not applicable N/A																				

**Criterion 7.5**

No new plantings are established on local people’s land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.



7.5.1	<p>Evidence shall be available that affected local peoples understand they have the right to say 'yes' or 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples (see Criteria 2.2, 2.3, 6.2, 6.4 and 7.6)</p> <p>- Major compliance –</p>	<p>There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:</p> <table border="1" data-bbox="857 491 1261 1002"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> <tr> <td>1995</td> <td>1,889.38</td> </tr> <tr> <td>1996</td> <td>2,305.72</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> <tr> <td>Total</td> <td>9,654.32</td> </tr> </tbody> </table>	Planting Year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total	9,654.32	Not applicable N/A
Planting Year	Hectarage (Ha)																						
1994	327.00																						
1995	1,889.38																						
1996	2,305.72																						
1997	1,839.92																						
1998	2,060.93																						
2003	150.00																						
2004	710.28																						
2005	371.09																						
Total	9,654.32																						

**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	<p>Records of identification and assessment of legal, customary and user rights shall be available.</p> <p>- Major compliance –</p>	<p>There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:</p> <table border="1" data-bbox="857 1270 1261 1382"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> </tbody> </table>	Planting Year	Hectarage (Ha)	1994	327.00	Not applicable N/A
Planting Year	Hectarage (Ha)						
1994	327.00						

		1995	1,889.38		
		1996	2,305.72		
		1997	1,839.92		
		1998	2,060.93		
		2003	150.00		
		2004	710.28		
		2005	371.09		
		Total	9,654.32		
7.6.2	A procedure for identifying people entitled to compensation shall be available. - Major compliance –	See indicator 7.6.1			Not applicable N/A
7.6.3	Records of calculation system and distribution of fair compensation shall be available. - Major compliance –	See indicator 7.6.1			Not applicable N/A
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance –	See indicator 7.6.1			Not applicable N/A
7.6.5	The process and outcome of any compensation claims shall be documented and made available to the affected communities and their representatives.	See indicator 7.6.1			Not applicable N/A

	- Minor compliance –																				
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 –	See indicator 7.6.1	Not applicable N/A																		
<b>Criterion 7.7</b>																					
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN Guidelines or other regional best practice.																					
7.7.1	Records of zero burning implementation on land clearing, referring to the ASEAN Policy on zero burning (2003) and recognised techniques based on the existing regulations shall be available.  - Major compliance –	There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:  <table border="1" data-bbox="855 898 1261 1361"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> <tr> <td>1995</td> <td>1,889.38</td> </tr> <tr> <td>1996</td> <td>2,305.72</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> </tbody> </table>	Planting Year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Not applicable N/A
Planting Year	Hectarage (Ha)																				
1994	327.00																				
1995	1,889.38																				
1996	2,305.72																				
1997	1,839.92																				
1998	2,060.93																				
2003	150.00																				
2004	710.28																				
2005	371.09																				

		Total	9,654.32																			
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 –	See indicator 7.7.1		Not applicable N/A																		
<b>Criterion 7.8</b>																						
New plantation developments are designed to minimize net greenhouse gas emissions.																						
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated.  - Major compliance –	<p>There was no development of new plantings in PT Meridan Sejati Surya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT Meridan Sejati Surya Plantation has information on planting year:</p> <table border="1"> <thead> <tr> <th>Planting Year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> <tr> <td>1995</td> <td>1,889.38</td> </tr> <tr> <td>1996</td> <td>2,305.72</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> </tbody> </table>		Planting Year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Not applicable N/A
Planting Year	Hectarage (Ha)																					
1994	327.00																					
1995	1,889.38																					
1996	2,305.72																					
1997	1,839.92																					
1998	2,060.93																					
2003	150.00																					
2004	710.28																					
2005	371.09																					

		Total	9,654.32		
7.8.2	Records of a plan to minimize net GHG emissions shall be available.  - Minor compliance –	See indicator 7.7.1			Not applicable N/A
<b>Principle 8: Commitment to continuous improvement in key areas of activity</b>					
<b>Criterion 8.1</b>					
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.					
8.1.1	The action plan for monitoring shall be available, based on a consideration of the social and environmental impacts and routine evaluation of the plantation and mill operations. As a minimum, these shall include, but are not necessarily be limited to: <ul style="list-style-type: none"> <li>• Reduction in use of certain chemicals (Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);</li> <li>• Optimising the yield of FFB production (Criterion 4.2)</li> </ul> - Major compliance –	<u>Reduction in use of certain chemicals</u> The company has plan to reduce Paraquat since 2015, based on document “Rencana & Realisasi Pengurangan Penggunaan Paraquat Periode 2015 - 2020”, as follows: <b>Year: 2015</b> Plan: 9,050.93 L; Actual: 4,874.50 L; Dosage: 0.375 L/Ha (Plan); 0.202 L/Ha (Actual); <b>Year: 2016</b> Plan: 6,275.31 L; Actual: 3,224.31 L; Dosage: 0.325 L/Ha (Plan); 0.167 L/Ha (Actual); <b>Year: 2017</b> Plan: 5,792.59 L; Actual: 4,348.70 L; Dosage: 0.300 L/Ha (Plan); 0.225 L/Ha (Actual); <b>Year: 2018</b> Plan: 5,309.88 L; Actual: 2,738 L; Dosage: 0.275 L/Ha (Plan); 0.14 L/Ha (Actual); <b>Year: 2019</b>		Comply	

		<p>Plan: 4,344.44 L; Actual: 0 (Nil) Dosage: 0.225 L/Ha (Plan);</p> <p><u>Pollution and greenhouse gas (GHG)</u></p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into biogas/methane capture facility. The biogas plant/methane capture facility flow process: In feeding line, feeding pump flows the POME into reactor; in sludge line, the sludge pump refuse and/or return the sludge into homogenic pond; in the treated effluent line, treated effluent pump suction the treated POME from anaerob digester and sending to pond; In mixing line, the mixing blower suction the biogas from anaerobic digester to be sent back into pond floor and diffused inside reactor; Flare line suction the biogas from anaerobic digester to be sent back for flaring (burned).</p> <p>The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return.</p>	
--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

**Appendix B: Approved Time Bound Plan**

No	Unit Name	Mill (Yes or No)	Location	Target year to Implement RSPO P&C
1	PT. ARINDO TRISEJAHTERA	YES	RIAU, INDONESIA	2018
2	PT. MERIDAN SEJATISURYA PLANTATION	YES	RIAU, INDONESIA	2018
3	PT. SUBUR ARUM MAKMUR	YES	RIAU, INDONESIA	2019
4	PT. SURYA INTISARI RAYA	YES	RIAU, INDONESIA	2019
5	PT. PANCA SURYA AGRINDO	YES	RIAU, INDONESIA	2019
6	PT. PERDANA INTISAWIT PERKASA	YES	RIAU, INDONESIA	2020
7	PT. SWADAYA MUKTI PRAKARSA	YES	WEST KALIMANTAN, INDONESIA	2020
8	PT. LIMPAN SEJAHTERA	YES	WEST KALIMANTAN, INDONESIA	2020
9	PT. MURINIWOOD INDAH INDUSTRY	YES	RIAU, INDONESIA	2021
10	PT. KETAPANG AGRO LESTARI	YES	WEST KALIMANTAN, INDONESIA	2021
11	PT. INDOGREEN JAYA ABADI	NO	RIAU, INDONESIA	2021
12	PT. SETIA AGRINDO LESTARI	NO	RIAU, INDONESIA	2021
13	PT. SETIA AGRINDO MANDIRI	NO	RIAU, INDONESIA	2021
14	PT. CITRA PALMA KENCANA	NO	RIAU, INDONESIA	2021
15	PT. UMEKAH SARI PRATAMA	YES	WEST KALIMANTAN, INDONESIA	2022
16	PT. CILIANDRA PERKASA	YES	RIAU, INDONESIA	2022
17	PT. GERBANG SAWIT INDAH	NO	RIAU, INDONESIA	2022
18	PT. BORNEO SURYA MINING JAYA	NO	EAST KALIMANTAN, INDONESIA	2022
19	PT. MERIDAN SEJATISURYA PLANTATION - BANGSAL ACEH	YES	RIAU, INDONESIA	2023
20	PT. SUBUR ARUM MAKMUR 2	YES	RIAU, INDONESIA	2023
21	PT. PERDANA INTISAWIT PERKASA 2	YES	RIAU, INDONESIA	2023
22	PT. SURYA DUMAI AGRINDO	NO	RIAU, INDONESIA	2023
23	PT. KARYA TAMA BAKTI MULIA	NO	RIAU, INDONESIA	2023
24	PT. PRIATAMA RIAU	NO	RIAU, INDONESIA	2023
25	PT. BUMI SAWIT PERKASA	NO	RIAU, INDONESIA	2023

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

No	Unit Name	Mill (Yes or No)	Location	Target year to Implement RSPO P&C
26	PT. PULAU TIGA LESTARI JAYA	NO	WEST KALIMANTAN, INDONESIA	2023
27	PT. BORNEO KETAPANG PERMAI	NO	WEST KALIMANTAN, INDONESIA	2023
28	PT. MITRA KARYA SENTOSA	NO	WEST KALIMANTAN, INDONESIA	2023
29	PT. FALCON AGRI PERSADA	NO	WEST KALIMANTAN, INDONESIA	2023
30	PT. CITRA AGRO KENCANA	NO	EAST KALIMANTAN, INDONESIA	2023
31	PT. BORNEO PERSADA ENERGY JAYA	NO	EAST KALIMANTAN, INDONESIA	2023
32	PT. MAHA KARYA BERSAMA	NO	EAST KALIMANTAN, INDONESIA	2023



**Appendix C: GHG Reporting Executive Summary**

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

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

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

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	0.52
PK	0.52

Extraction	%
OER	21.15
KER	5.3

Production	t/yr
FFB Process	259531.74
CPO Produced	54886.19
PK Produced	13749.25

Land Use	Ha
OP Planted Area	9,654.32
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	0.37
<b>Total</b>	<b>9,654.69</b>

**Summary of Field Emission and Sink**

	Own Crop		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion	95,352.13	0.47	0	0	0	0	95,352.13	0.47
CO <sub>2</sub> Emission from fertilizer	6,226.52	0.03	0	0	0	0	6,226.52	0.03
NO <sub>2</sub> Emmision	8,229.22	0.85	0	0	0	0	8,229.22	0.85
Fuel Consumption	1,503.98	0.01	0	0	0	0	1,503.98	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
<b>Sink</b>								
Crop Sequestration	-9,0381.17	-9.36	0	0	0	0	-9,0381.17	-9.36

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

Conservation Sequestration	-3.39	0	0	0	0	0	-3.39	0
<b>Total</b>	<b>20,927.29</b>	<b>2.17</b>	<b>0</b>	<b>0</b>	<b>5,062.87</b>	<b>0</b>	<b>25,990.16</b>	<b>2.17</b>

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME	9,596.61	0.04
Fuel Consumption	263.71	0
Grid Electricity Utilization	0	0
<b>Credit</b>		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
<b>Total</b>	<b>9,860.32</b>	<b>0.04</b>

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

Emissions	tCO <sub>2</sub> e
PK from own mill	7,181.67
PK from other source	0
Fuel Consumptions	0
<b>Total Crusher emissions</b>	<b>7,181.67</b>

\*This mill has no kernel crusher operation.

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

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

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

<b>5.1 Applicability of the general chain of custody requirements for the supply chain</b>			
	<b>Requirement</b>	<b>Evidence</b> For any N/A raised, justification is required.	<b>Compliance</b> (Yes / No or N/A)
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.	The RSPO Supply Chain Certification Standard, June 2017 is applicable for PT. Meridan Sejati Surya Plantation – Sei Pingai POM. As the POM takes legal ownership of the FFB, and process the FFB into CPO and PK in their premise (Sei Pingai POM).	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 Meridan Sejati Surya Plantation – Sei Pingai POM is not a trader nor distributor.	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 Meridan Sejati Surya Plantation – Sei Pingai POM is subsidiary of First Resources Limited, The RSPO membership No. 1-0047-08-000-00. Confirmation from RSPO PalmTrace for member ID: RSPO_PO100002637, Core Product: Palm Oil, Member Category: Oil Mill.	Yes
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is processing FFB into CPO and PK, therefore does not include processing aid into scope of certification.	Yes
<b>5.2 Supply chain model</b>			

5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	The supply chain module being use in PT Meridan Sejati Surya Plantation – Sei Pingai POM is Mass Balance because the palm oil mill also received FFB from noncertified sources.	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 Meridan Sejati Surya Plantation – Sei Pingai POM can only use Mss Balance as their supply chain model because the palm oil mill also received FFB from noncertified sources.	Yes
<b>5.3. Documented Procedures</b>			
5.3.1	<p>The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> <li>• Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</li> </ul>	<p>PT Meridan Sejati Surya Plantation have established supply chain mechanism or procedures under "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018. The procedure covers all implementation of all elements in the RSPO supply chain requirement, including Traceability, Mass Balance, Internal Audit, handling non-conforming material/document, complain, document retention time, publicly accessible document and training record.</p> <p>PT Meridan Sejati Surya Plantation have established Work Instruction General Corporate Communication (WI-M-OP-001) dated 9 November 2018. The work instruction describe requirement of RSPO Market Communication and Claims.</p>	Yes
	<ul style="list-style-type: none"> <li>• Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</li> </ul>	<p>PT Meridan Sejati Surya Plantation – Sei Pingai POM have all the relevant records and report, which complete and up to date demonstrating compliance with the supply chain model requirements, including training records.</p> <p>Record seen:</p> <ul style="list-style-type: none"> <li>- Monthly Mass Balance Report, period November 2018 – August 2019.</li> <li>- Delivery Order #2029/DO-MSSP/II/2019 dated 21 Feb 2019.</li> <li>- Instruksi Pengiriman #2029/IP-MSSP/II/2019 dated 21 Feb 2019.</li> <li>- Instruksi Traansfer #5012/IT-MSSP/IV/2019 dated 11 Apr 2019.</li> <li>- Sales Contract #20000513/MSSP/II/2019 dated 15 Feb 2019.</li> </ul> <p>Training of RSPO Supply Chain dated 30 Aug 2019, attended by 12 personnel.</p>	Yes

	<ul style="list-style-type: none"> <li>• Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization’s procedures for the implementation of this standard.</li> </ul>	<p>As written in the assignment letter from Head of Sustainability, “Penunjukkan Penanggung Jawab Penerapan Sistem Supply Chain Certification Standard (SCCS) First Resources Group” dated 18 September 2018, the company has appointed:</p> <ul style="list-style-type: none"> <li>- Eko Darmawanto</li> <li>- Indra Zulkarnain</li> <li>- Nunik Widayati</li> </ul> <p>As personnel responsible for the implementation of RSPO SCC Standard, including conduct internal audit and management review. During audit, Mr. Eko Darmawanto can explain the requirement of RSPO supply chain and its implementation. Based on company’s Job Description dated 16 Jul 2018, Mill Manager is responsible for implementation of supply chain procedure implementation in the Sei Pingai POM unit, including monitoring of mass balance stock position therefore no negative credit at end of mass balance period.</p>	<p>Yes</p>
<p>5.3.2</p>	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>	<p>PT MSSP demonstrated procedure "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018 that in Section 3.7 described Internal Audit. The procedure described that internal audit shall be conducted minimum once a year and refer to the latest RSPO Supply Chain Certification Standard.</p> <p>Non Conformity:  PT MSSP has demonstrated procedure "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018 that in Section 3.7 described Internal Audit. However it stated that the internal audit refer to RSPO Supply Chain Certification Systems.</p>	<p>No</p>
	<p>ii) effectively implements and maintains the standard requirements within its organization</p>	<p>Internal Audit has been conducted by internal auditor who has the RSPO SCC training certificate, on 18 July 2019. Next internal audit planned in December 2019. Internal audit checklist and report are available.</p>	<p>Yes</p>
<p><b>5.4. Purchasing and goods in</b></p>			

5.4.1	<p>The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier in document form:</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment/delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> <li>• Supply Chain certificate number of the seller;</li> <li>• A unique identification number</li> </ul>	<p>PT Meridan Sejati Surya Plantation have established a procedure to verify the incoming FFB from certified supply base and produce weighbridge ticket including information:</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer: Sei Pingai POM;</li> <li>• The name and address of the seller: Sei Pingai Estate;</li> <li>• The loading or shipment/delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): FFB RSPO MB</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation: FFB truck details;</li> <li>• Supply Chain certificate number of the seller: RSPO 634712</li> </ul> <p>A unique identification number: weighbridge ticket number</p>	Yes
	<ul style="list-style-type: none"> <li>• Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	<p>The information are available in across range of documents, e.g.:</p> <ul style="list-style-type: none"> <li>- Surat Pengantar TBS (FFB Delivery Note);</li> <li>- PT MSSP POM weighbridge ticket;</li> </ul>	Yes
	<ul style="list-style-type: none"> <li>• The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group</li> </ul>	<p>PT Meridan Sejati Surya Plantation Sei Pingai is a palm oil mill that receive sustainable FFB from its own estate, therefore the site does not need to make Shipping Confirmation.</p> <p>Up to this 1<sup>st</sup> annual surveillance assessment, PT Meridan Sejati Surya Plantation has not sold any RSPO certified CPO or PK, the site does not need to make Shipping Announcement.</p>	Yes

	<p>shipments. Refer to section 5.7.1 of this document for further guidance.</p>		
	<ul style="list-style-type: none"> <li>A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements.</li> </ul>	<p>PT Meridan Sejati Surya Plantation Sei Pingai is a palm oil mill that receive sustainable FFB from its own estate, therefore the site does not need to check of the validity of the Supply Chain Certification of suppliers</p>	<p>Yes</p>
	<ul style="list-style-type: none"> <li>The validity of licence for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements / announcements.</li> </ul>	<p>The site has never purchased any certified FFB from traders or distributors.</p>	<p>Yes</p>
5.4.2	<p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.</p>	<p>PT Meridan Sejati Surya Plantation have established mechanism/procedures for handling non-conforming oil palm products and/or documents in "Corporate Sustainability Management Procedures – Mekanisme Rantai Pasok RSPO" (FR.CSM.MRPR) dated 20 Dec 2018, Section "3.8 Penanganan Ketidaksesuaian atau Komplain" mentioned that nonconformity may occurs between SPO status, DO document and certification declaration on SPO delivery note. Weighbridge clerk inform Marketing Department, then Marketing Department perform action to revise the document or reject the product.</p> <p>Furthermore in "Corporate Sustainability Management Procedures – Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit" No.FR.CSM.MTM dated 13 July 2018, Section "3.16 Penanganan Produk yang Tidak Sesuai" stated non-conforming product shall not release to market and to be corrected in order to meet customer requirements or to be used for other purpose or be eliminated.</p>	<p>Yes</p>
<p><b>5.5. Outsourcing activities</b></p>			

5.5.1	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independement mil cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organization (not the tank farm manager).</p>	<p>Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement. Work agreement issued whenever a sales contract issued. Record seen "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6043/MSSP/IV/2019 PT Meridan Sejati Surya Plantation dan PT. Berkat Karimar Mandiri" dated 11 April 2019. Chapter 5 Verse 2 stated PT. Berkat Karimar Mandiri shall maintain the safety of sustainable palm oil being transported from palm oil mill to PT. Ciliandra Perkasa (buyer).</p> <p>"Instruksi Tranfer" (Transfer Instruction) No.5085/IT-MSSP/VIII/2019 dated 26 Aug 2019, from PT Meridan Sejati Surya Plantation for handover of 500 MT CPO to PT Berkat Karimar Mandiri (BKM) to be transported to PT MSSP – Bangsal Aceh, Dumai, based on Contract No.6136/MSSP/VIII/2019 dated 26 Aug 2019.</p>	Yes
5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a. The site has legal ownership of all input material to be included in outsourced processes;</p>	<p>The product transported are belong toPT Meridan Sejati Surya Plantation.</p>	Yes
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	<p>Contractual agreement between the company and the contractor are available based on work agreement. Work agreement issued whenever a sales contract issued, e.g. "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6043/MSSP/IV/2019 PT Meridan Sejati Surya Plantation dan PT. Berkat Karimar Mandiri" dated 11 April 2019. Chapter 5 Verse 2 stated PT. Berkat Karimar Mandiri shall maintain the safety of sustainable palm oil being transported from palm oil mill to PT. Ciliandra Perkasa (buyer).</p> <p>"Instruksi Tranfer" (Transfer Instruction) No.5085/IT-MSSP/VIII/2019 dated 26 Aug 2019, from PT Meridan Sejati Surya Plantation for handover of 500 MT CPO to PT</p>	Yes



		<p>Berkat Karimar Mandiri (BKM) to be transported to PT MSSP – Bangsal Aceh, Dumai, based on Contract No.6136/MSSP/VIII/2019 dated 26 Aug 2019.</p> <p>The work agreement and transfer instruction documents ensure that that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	
	<p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	<p>PT Meridan Sejati Surya Plantation have established mechanism to ensure 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. Regulated in "Corporate Sustainability Management Procedures – Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit" (FR.CSM.MTM) dated 13 July 2018, Section 3.13 stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor.</p>	<p>Yes</p>
	<p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>	<p>Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement.</p> <ul style="list-style-type: none"> <li>PT Meridan Sejati Surya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures – Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit" (FR.CSM.MTM) and "Corporate Sustainability Management Procedures – Mekanisme Rantai Pasok RSPO" (FR.CSM.MRPR) dated 20 Dec 2018 to all third party contractors in PT Meridan Sejati Surya Plantation. Communication to third party contractors, Mrs. Susanny Bervita Gunadi (PT. Berkat Karimata Mandiri) on 11 April 2019.</li> <li>PT Meridan Sejati Surya Plantation have prepared Job description for Marketing Department No.FRT-MKTJD dated 16 July 2018. Marketing Manager task is to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</li> </ul> <p>PT Meridan Sejati Surya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengangkutan Sustainable Crude Palm</p>	<p>Yes</p>

		Oil No.6043/MSSP/IV/2019 dated 11 April 2019, between PT Meridan Sejati Surya Plantation and PT. Berkat Karimar Mandiri. Chapter 4 of the contract, Internal and External Verification, stated the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – which is announced in advance.	
5.5.3	The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.	PT Meridan Sejati Surya Plantation – Sei Pingai POM has record the name and contact details for all third party transporter. PT. Berkat Karimar Mandiri; Contact Person: Susanny Bervita Gunadi; Address: Jl. Pluit Indah No.26 RT001/RW007 Pluit, Penjaringan, Jakarta Utara.	Yes
5.5.4	The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.	PT Meridan Sejati Surya Plantation have established procedures "Corporate Sustainability Management Procedures – Mekanisme Rantai Pasok RSPO" (FR.CSM.MRPR) dated 20 Dec 2018, that described responsibility to inform CB regarding the names and contact details of any new contractor used for the next processing or physical handling of RSPO certified oil palm products.	Yes
<b>5.6. Sales and goods out</b>			
5.6.1	<p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form.</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment/ delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> </ul>	<p>PT Meridan Sejati Surya Plantation – Sei Pingai POM have prepared a template and a stamp, to accompany the CPO and/or PK delivery. Sample of sales document observed have include information below:</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer: PT Ciliandra Perkasa;</li> <li>• The name and address of the seller: PT Meridan Sejati Surya Plantation;</li> <li>• The loading or shipment/ delivery date: 21 Feb 2019 until 14 after DO issued;</li> <li>• The date on which the documents were issued: 21 Feb 2019;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations): Sustainable Crude Palm Oil;</li> <li>• The quantity of the products delivered: 500 MT;</li> <li>• Any related transport documentation: PT Berkat Karimar Mandiri (6029/MSSP/II/ 2019);</li> <li>• Supply chain certificate number of the seller;</li> </ul> <p>A unique identification number: 2029/DO-MSSP/II/2019.</p>	Yes

	<ul style="list-style-type: none"> <li>Supply chain certificate number of the seller;</li> <li>A unique identification number</li> </ul>		
	<ul style="list-style-type: none"> <li>Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	Information are available in across a range of documents include Delivery Order, Contract, Instruksi Pengiriman (Delivery Instruction) and Instruksi Transfer (Transfer Instruction).	Yes
	<ul style="list-style-type: none"> <li>For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>	<p>PT Meridan Sejati Surya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures – Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit" (FR.CSM.MTM) Section "3.11 Pelaporan dengan menggunakan PalmTrace". It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p> <p>PT Meridan Sejati Surya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter "Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015" appoints Mr. Donald Ginting as officer to communicates to RSPO IT Paltform (PalmTrace system), under registered ID RSPO_PO1000002637. However, the site has not made Shipping Announcement in PalmTrace due to there is no sales of RSPO Certified product. All certified product sold under another scheme.</p>	Yes
<b>5.7. Registration of transactions</b>			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> <li>are mills, traders, crushers and refineries and;</li> <li>take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that</li> </ul>	<p>PT Meridan Sejati Surya Plantation is a palm oil mill which take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products.</p> <p>PT Meridan Sejati Surya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures – Ketelusuran dan</p>	Yes

	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>Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit” (FR.CSM.MTM) Section “3.11 Pelaporan dengan menggunakan PalmTrace”. It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p> <p>PT Meridan Sejati Surya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter “Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015” appoints Mr. Donald Ginting as officer to communicates to RSPO IT Paltform (PalmTrace system), under registered ID RSPO_PO1000002637. However, the site has not made Shipping Announcement in PalmTrace due to there is no sales of RSPO Certified product. All certified product sold under another scheme.</p>	
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"> <li>Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures.</li> </ul>	<p>PT Meridan Sejati Surya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter “Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015” appoints Mr. Donald Ginting as officer to communicates to RSPO IT Paltform (PalmTrace system), under registered ID RSPO_PO1000002637. However, the site has not made Shipping Announcement in PalmTrace due to there is no sales of RSPO Certified product. All certified product sold under another scheme.</p>	Yes
	<ul style="list-style-type: none"> <li>Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.</li> </ul>	<p>PT Meridan Sejati Surya Plantation does not sold RSPO certified oil palm products to actors in the supply chain beyond the refinery.</p> <p>Not Applicable.</p>	N/A

	<ul style="list-style-type: none"> <li>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</li> </ul>	<p>Non Conformity:  Based on monthly mass balance report, there are CPO volume that sold as other scheme; however, the organization has not made "Remove" in RSPO PalmTrace.</p>	No
	<ul style="list-style-type: none"> <li>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.</li> </ul>	<p>PT Meridan Sejati Surya Plantation is a palm oil mill, which does not need to 'confirm' any FFB purchase.  Not Applicable.</p>	N/A
<b>5.8. Training</b>			
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 training plan available under "PT Meridan Sejati Surya Plantation – Kalender Pelatihan 2019", it is a training calendar for year 2019.	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.	Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 30 Aug 2019. The training attended by Weighbridge operator: Sudaryanto, Ahok, Nimrot S.; Security: Mesak S. Beli, Wahyudin, Arifin Yanto, Saul D. Maukumeng, Peter Rizaldi, Rahmat Setiawan, Edi Supianto, Husaini and Saipul Adha.	Yes
<b>5.9. Record Keeping</b>			
5.9.1	The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements.	<p>PT Meridan Sejati Surya Plantation have prepared a template to record the RSPO SCCS production. Type of record prepared by company, as verified by audit team:</p> <ul style="list-style-type: none"> <li>- FFB docket;</li> <li>- Sei Pingai POM weighbridge ticket;</li> <li>- Daily production reports;</li> <li>- CPO delivery notes (for non-sustainable and ISCC);</li> <li>- PK delivery notes (for non-sustainable and ISCC);</li> <li>- Incoming Report of Sustainable and Non Sustainable FFB;</li> <li>- Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock;</li> <li>- Internal audit report;</li> <li>- Management review minutes;</li> </ul>	Yes

		<p>- Training records.</p> <p>Based on Monitoring and Balancing Sustainable and Non-Sustainable CPO and PK Stock, detail of FFB receiving and production of CPO and PK since certification date (26 Nov 2018) are as follows:</p> <table border="1" data-bbox="936 523 1877 1169"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="3">FFB</th> <th rowspan="2">CPO</th> <th rowspan="2">PK</th> </tr> <tr> <th>Sustainable</th> <th>Non-Sust.</th> <th>Total FFB</th> </tr> </thead> <tbody> <tr> <td>Nov-18</td> <td>17,806.45</td> <td>5,026.08</td> <td>22,832.53</td> <td>3,610.68</td> <td>918.82</td> </tr> <tr> <td>Dec-18</td> <td>15,363.16</td> <td>5,704.58</td> <td>21,067.74</td> <td>3,165.58</td> <td>794.34</td> </tr> <tr> <td>Jan-19</td> <td>14,863.83</td> <td>5,801.37</td> <td>20,665.2</td> <td>3,109.81</td> <td>768.84</td> </tr> <tr> <td>Feb-19</td> <td>12,418.56</td> <td>5,014.95</td> <td>17,433.51</td> <td>2,641.25</td> <td>667.32</td> </tr> <tr> <td>Mar-19</td> <td>12,477.82</td> <td>6,184.41</td> <td>18,662.23</td> <td>2,746.21</td> <td>647.05</td> </tr> <tr> <td>Apr-19</td> <td>11,341.75</td> <td>5,121.81</td> <td>16,463.56</td> <td>2,381.98</td> <td>576.53</td> </tr> <tr> <td>May-19</td> <td>12,523.59</td> <td>6,300.38</td> <td>18,823.97</td> <td>2,609.40</td> <td>637.17</td> </tr> <tr> <td>Jun-19</td> <td>10,686.49</td> <td>6,460.73</td> <td>17,147.22</td> <td>2,184.57</td> <td>540.78</td> </tr> <tr> <td>Jul-19</td> <td>13,671.98</td> <td>8,810.53</td> <td>22,482.51</td> <td>2,898.02</td> <td>690.27</td> </tr> <tr> <td>Aug-19</td> <td>13,325.35</td> <td>7,718.78</td> <td>21,044.13</td> <td>2,938.76</td> <td>674.48</td> </tr> <tr> <td>Total</td> <td>134,478.98</td> <td>62,143.62</td> <td>196,622.6</td> <td>28,286.26</td> <td>6,915.6</td> </tr> </tbody> </table>	Month	FFB			CPO	PK	Sustainable	Non-Sust.	Total FFB	Nov-18	17,806.45	5,026.08	22,832.53	3,610.68	918.82	Dec-18	15,363.16	5,704.58	21,067.74	3,165.58	794.34	Jan-19	14,863.83	5,801.37	20,665.2	3,109.81	768.84	Feb-19	12,418.56	5,014.95	17,433.51	2,641.25	667.32	Mar-19	12,477.82	6,184.41	18,662.23	2,746.21	647.05	Apr-19	11,341.75	5,121.81	16,463.56	2,381.98	576.53	May-19	12,523.59	6,300.38	18,823.97	2,609.40	637.17	Jun-19	10,686.49	6,460.73	17,147.22	2,184.57	540.78	Jul-19	13,671.98	8,810.53	22,482.51	2,898.02	690.27	Aug-19	13,325.35	7,718.78	21,044.13	2,938.76	674.48	Total	134,478.98	62,143.62	196,622.6	28,286.26	6,915.6	
Month	FFB			CPO	PK																																																																									
	Sustainable	Non-Sust.	Total FFB																																																																											
Nov-18	17,806.45	5,026.08	22,832.53	3,610.68	918.82																																																																									
Dec-18	15,363.16	5,704.58	21,067.74	3,165.58	794.34																																																																									
Jan-19	14,863.83	5,801.37	20,665.2	3,109.81	768.84																																																																									
Feb-19	12,418.56	5,014.95	17,433.51	2,641.25	667.32																																																																									
Mar-19	12,477.82	6,184.41	18,662.23	2,746.21	647.05																																																																									
Apr-19	11,341.75	5,121.81	16,463.56	2,381.98	576.53																																																																									
May-19	12,523.59	6,300.38	18,823.97	2,609.40	637.17																																																																									
Jun-19	10,686.49	6,460.73	17,147.22	2,184.57	540.78																																																																									
Jul-19	13,671.98	8,810.53	22,482.51	2,898.02	690.27																																																																									
Aug-19	13,325.35	7,718.78	21,044.13	2,938.76	674.48																																																																									
Total	134,478.98	62,143.62	196,622.6	28,286.26	6,915.6																																																																									
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	<p>Procedure "Mekanisme Rantai Pasok RSPO" (FR.CSM.MRPR) dated 13 Dec 2018 stated that all documents related to supply chain are kept in 2 (two) years, consist of:</p> <ul style="list-style-type: none"> <li>- Mass Balance report;</li> </ul>	Yes																																																																											

	certified status of raw materials or products held in stock.	<ul style="list-style-type: none"> <li>- Traceability document (DO, Purchase Contract, Shipping Instruction, Delivery Note);</li> <li>- Internal Audit document;</li> <li>- Summary of complain and non-conformity;</li> </ul> Training documents related supply chain.	
5.9.3	The organization shall be able to provide the estimate volume of palm oil/palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.	PT Meridan Sejati Surya Plantation – Sei Pingai POM was able to demonstrate estimate of FFB, CPO and PK production – both sustainable and non-sustainable for the next twelve (12) months, as reported.	Yes
<b>5.10. Conversion factors</b>			
5.10.1	Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website ( <a href="http://www.rspo.org">www.rspo.org</a> ); RSPO Rules for Physical Transition of Oleochemicals and its Derivaties. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries.	Conversion rate of CPO and PK form FFB are checked on daily basis by calculating CPO balance based on stock sounding with daily FFB input to palm oil mill. The sounding equipment and weighbridge were calibrated on annual basis.	Yes
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	Conversion rate updated on daily basis as Oil Extraction Rate (OER) and Kernel Extraction Rate (KER), summarized in monthly basis. For example OER for August 2019 is 22.05% and KER is 5.06%.	Yes
<b>5.11. Claims</b>			

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 Meridan Sejati Surya Plantation – Sei Pingai POM did not make any claims regarding the use of or support of RSPO certified oil palm product, since there is no sales of RSPO oil palm product up to this first annual surveillance assessment. The management unit has aware about RSPO Rules on Market Communications and Claims.	Yes
<b>General corporate communications</b>			
4.1	A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the RSPO. Corporate communication is an 'off-product' claim.	First Resources Limited, as the parent company of PT Meridan Sejati Surya Plantation is highlighting its commitment to the principles of RSPO, and has been registered as RSPO member with membership No.1-0047-08-000-00 since 10 March 2008. The corporate communication can be found at <a href="http://www.first-resources.com/">http://www.first-resources.com/</a> .	Yes
4.2	<p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> <li>a. Display its RSPO membership status</li> <li>b. Display the RSPO web address (www.rspo.org)</li> <li>c. State that the member supports the work of the RSPO</li> <li>d. State the member's history with regard to the RSPO.</li> <li>e. Use the RSPO trademark to promote its membership of the RSPO.</li> </ul> <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p>	<p>First Resources Limited, in its website:</p> <ul style="list-style-type: none"> <li>a. Display its RSPO membership status: No, First Resources Limited did not display its RSPO membership status. However the organization mentioned that their sustainability policies have been guided by the Principles and Criteria set out by the Roundtable of Sustainable Palm Oil (RSPO); stated that the organization are a member of RSPO and are committed to adopting its principles and criteria.</li> <li>b. Display the RSPO web address: No, First Resources Limited did not display the RSPO web address.</li> <li>c. State the member supports the work of the RSPO: Not in direct manner. In the website, First Resources Limited stated that the organization are a member of RSPO and are committed to adopting its principles and criteria; and stated the organization currently working towards achieving RSPO certifications for kernel crusher and the rest of mill and plantations by 2024.</li> <li>d. State the member's history with regards to the RSPO: Yes. In the website, First Resources Limited stated as on 31 December 2018, the organization have received RSPO certifications for two of subsidiaries covering two mills and more than 18,000 hectares of plantations located in the province of Riau. Both of refineries are also RSPO-certified. The organization currently working towards achieving RSPO certifications for kernel crusher and the rest of mill and plantations by 2024.</li> </ul>	Yes



		Use of RSPO Trademark to promote its membership of the RSPO: No, First Resources Limited did not use RSPO trademark in its corporate communication in the website.	
4.3	In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	No, First Resources Limited did not display its RSPO membership status. It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Yes
4.4	Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products.	No, First Resources Limited did not display its RSPO membership status. It is clear that the statement are clear and did not mislead consumers or other stakeholders as to the certified content of oil palm products in the First Resources Limited own products.	Yes
4.5	Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat.	No, First Resources Limited did not display its RSPO Corporate Logo in any document.	Yes
<b>Business to business communications</b>			
5.1	Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products.	There was no use of RSPO trademark and/or RSPO corporate logo in business to business communication related to RSPO certified product; between PT Meridan Sejati Surya Plantation – Sei Pingai POM and their buyers.	Yes
5.2	When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	Up to this moment, PT Meridan Sejati Surya Plantation – Sei Pingai POM has not sold any certified oil palm products.	Yes
5.3	Where a distributor or wholesaler takes title to products containing certified sustainable oil palm	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not a distributor and/or wholesaler.	N/A

	<p>products, the requirements of the RSPO SCCS can follow either of two options:</p> <ul style="list-style-type: none"> <li>a. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</li> <li>b. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</li> </ul>	<p>Not applicable.</p>	
<p>5.4</p>	<p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p>	<p>PT Meridan Sejati Surya Plantation – Sei Pingai POM is not producing or selling end-product to consumer. No labelling on product whatsoever.</p> <p>Not applicable.</p>	<p>N/A</p>
<p><b>Business to consumer communication</b></p>			

6.1	Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not using product-specific claims in its product. PT Meridan Sejati Surya Plantation – Sei Pingai POM is producing and selling CSPO and CSPK in bulk. Not applicable.	N/A
6.2	Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not using RSPO trademark and/or RSPO label. PT Meridan Sejati Surya Plantation – Sei Pingai POM is producing and selling CSPO and CSPK in bulk. Not applicable.	N/A
6.3	When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not using RSPO-certified on-pack claim. PT Meridan Sejati Surya Plantation – Sei Pingai POM is producing and selling CSPO and CSPK in bulk; and not making a business to consumer communication. Not applicable.	N/A
6.4	Business to consumer communication shall not include information about the claimant's RSPO membership status.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not making any information about the claimant's RSPO membership status. PT Meridan Sejati Surya Plantation – Sei Pingai POM is producing and selling CSPO and CSPK in bulk; and not making a business to consumer communication. Not applicable.	N/A
6.5	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not making any information about their supplier's RSPO membership status. PT Meridan Sejati Surya Plantation – Sei Pingai POM is producing and selling CSPO and CSPK in bulk; and not making a business to consumer communication. Not applicable.	N/A
6.6	Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products and it is not authorised for use in relation to any other ingredient.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not using RSPO trademark and/or RSPO label. Not applicable.	N/A

6.7	Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim.	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not using RSPO trademark and/or RSPO label. Not applicable.	N/A
6.8	RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on <a href="http://www.rspo.org">www.rspo.org</a> .	PT Meridan Sejati Surya Plantation – Sei Pingai POM is not retailers or food service company. Not applicable.	N/A
<b>5.12. Complaints</b>			
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	PT Meridan Sejati Surya Plantation – Sei Pingai POM have established “Prosedur Komunikasi” (FR.EMS.CSM rev.1) dated 1 September 2011 Section 3.7 stated All complaints will be addressed by relevant unit and/or regional office – following the given timeline (max.6 months after complaint received).	Yes

		There is no complaint related to RSPO Supply Chain Certification Standards performance up to this first annual surveillance assessment.	
<b>5.13. Management Review</b>			
5.13.1	The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken.	PT Meridan Sejati Surya Plantation – Sei Pingai POM have regulated to hold management review annually, as in Procedure of Management Review Meeting (FR.CSM.MRM) dated 1 Sept 2011. The management unit has conducted management review meeting on 28 July 2019.	Yes
5.13.2	<p>The input to management review shall include information on:</p> <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>	<p>Based on minutes of management review meeting on 28 July 2019, inputs of management review has include:</p> <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard; discussed internal audit of RSPO SCCS conducted on 18 July 2019 by Indra Zulkarnain; summary of finding: handling non-conforming oil palms productand/or documents; document control system with explicit procedures for the outsources process which is communicated to the relevant contractors/ outsourcing; mechanism to ensure that independent third parties engaged provide relevant access for dully accredited CBs to their respective operations, system and any information, when this is announced in advance; procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment.</li> <li>• Customer feedback; to receive customer feedback, Marketing Department conducted customer survey, there has been no complaint up to this management review.</li> <li>• Status of preventive and corrective actions; status of preventive and corrective action related to internal and external audit were discussed during management review.</li> <li>• Follow-up actions from management reviews; coordination with all FFB supplier regarding FFB quality requirements and certification system; Marketing and</li> </ul>	Yes

		<p>Sustainability Department together identified market and fulfil the need of sustainability certification requirements.</p> <ul style="list-style-type: none"> <li>Changes that could affect the management system; currently no changes that could affect the management system.</li> </ul> <p>Recommendations for improvement; need more preparation for external audit of RSPO SCCS; infrastructure of employee housing need more attention to be repaired concerning that a few house are damaged.</p>	
5.13.3	<p>The output from the management review shall include any decisions and actions related to:</p> <ul style="list-style-type: none"> <li>Improvement of the effectiveness of the management system and its processes.</li> <li>Resource needs.</li> </ul>	<p>Based on minutes of management review meeting on 28 July 2019, the management review output indicates decision and actions related to:</p> <ul style="list-style-type: none"> <li>Improvement of the effectiveness of the management system and its processes: the company committed to implement sustainability certification system as quality, environment, RSPO P&amp;C - SCCS, ISPO and ISCC; the company conducted monitoring and evaluation for continuous improvement in fulfilling product requirement from customers.</li> <li>Resource needs; General Managers will inventoried infrastructure need to be repaired.</li> </ul>	Yes

**Appendix E**

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

E.1 Definition			
	Requirement	Evidence For any N/A raised, justification is required.	Compliance (Yes / No or N/A)

E.1.1	Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.	PT Meridan Sejati Surya Plantation – Sei Pingai POM holds current RSPO P&C Certificate No. RSPO 634712. In the current certificate, PT Meridan Sejati Surya Plantation – Sei Pingai POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Sei Pingai Estate). The other supply base, were come from third party suppliers as non-certified FFB source.	Yes
<b>E.2 Explanation</b>			
E.2.1	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products must be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill have been recorded by the BSI in the public summary of the P&C certification report. For period May 2018 – Apr 2019: FFB: 206,606 MT CPO: 46,486.35 MT OER: 22.50% PK: 11,363.33 MT KER: 5.50%	Yes
E.2.2	The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).	PT Meridan Sejati Surya Plantation – Sei Pingai POM has met registration and reporting requirement as it has been registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO1000002637.	Yes
<b>E.3 Documented procedures</b>			
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:	PT Meridan Sejati Surya Plantation have established supply chain mechanism or procedures under "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018. The	Yes

	a. Complete and up to date procedures covering the implementation of all the elements in these requirements;	<p>procedure covers all implementation of all elements in the RSPO supply chain requirement, including Traceability, Mass Balance, Internal Audit, handling non-conforming material/document, complain, document retention time, publicly accessible document and training record.</p> <p>PT Meridan Sejati Surya Plantation have established Work Instruction General Corporate Communication (WI-M-OP-001) dated 9 November 2018. The work instruction describe requirement of RSPO Market Communication and Claims.</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>As written in the assignment letter from Head of Sustainability, "Penunjukkan Penanggung Jawab Penerapan Sistem Supply Chain Certification Standard (SCCS) First Resources Group" dated 18 September 2018, the company has appointed:</p> <ul style="list-style-type: none"> <li>- Eko Darmawanto</li> <li>- Indra Zulkarnain</li> <li>- Nunik Widayati</li> </ul> <p>As personnel responsible for the implementation of RSPO SCC Standard, including conduct internal audit and management review. During audit, Mr. Eko Darmawanto can explain the requirement of RSPO supply chain and its implementation. Based on company's Job Description dated 16 Jul 2018, Mill Manager is responsible for implementation of supply chain procedure implementation in the Sei Pingai POM unit, including monitoring of mass balance stock position therefore no negative credit at end of mass balance period.</p>	Yes
E.3.2	The site shall have documented procedures for receiving and processing certifies an non-certified FFBS.	The Mill has had documented procedures for receiving and processing of Certified and Non-certified FFBS in "Corporate Sustainability Management Procedures Mekanisme Rantai	Yes



		Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018, Section 3.1, Traceability in Palm Oil Mill. The Mill uses RSPO Supply Chain model Mass Balance, therefore does not required to separated receiving and processing of certified and non-certified FFB.	
<b>E.4 Purchasing and goods in</b>			
E.4.1	The site shall verify and document the volumes of certified and non-certified FFBs received.	<p>The procedure of supply chain, "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018, Section 3.1 - Traceability in Palm Oil Mill, indicates the Weighbridge Clerk has responsibility to input data and print weighbridge card based on "Surat Pengantar TBS", covering information e.g. estate name and block number, mill name, date of delivery, product description and quantity, RSPO certificate number, transporter identity and unique identification number.</p> <p>PT Meridan Sejati Surya Plantation – Sei Pingai POM receive FFB from certified and non-certified source. Certified FFB is only coming from own estate (Sei Pingai Estate). Non-certified FFB sourced from sister company, e.g.: PT Panca Surya Garden, PT Citra Palma Kencana, PT Setia Agrindo Lestari, PT Setia Agrindo Mandiri and PT Indogreen Jaya Abadi.</p>	Yes
E.4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.	The procedure of supply chain, "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok (FR.CSM.MRPR)" Rev.01 dated 20 December 2018, Section 2.2 – Responsibility, stated that Director/ Marketing Manager will inform to Certification Body in the case of projected	Yes

		overproduction. During this period of annual surveillance audit, there is no overproduction happened.	
<b>E.5 Record keeping</b>			
E.5.1	a. The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis by RSPO.	PT Meridan Sejati Surya Plantation – Sei Pingai POM maintain mass balance report on monthly basis. Mass balance report recorder that from the start date of certified up to August 2019: <ul style="list-style-type: none"> <li>• FFB sustainable received: 120,039.72 MT;</li> <li>• FFB non sustainable received: 57,986.57 MT;</li> <li>• Total FFB received: 178,026.29 MT;</li> <li>• Total CPO produced: 37,375.07 MT;</li> <li>• CPO certified: 25,294.04 MT;</li> <li>• CPO non-certified: 12,081.06 MT;</li> <li>• Total PK produced: 9,160.00 MT;</li> <li>• PK certified: 6,190.43 MT;</li> <li>• PK non-certified: 2,969.57 MT;</li> </ul>	Yes
	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	Conversion rate is only applied to provide reliable estimation of CPO and PK produced for annual budget. The management of PT Meridan Sejati Surya Plantation – Sei Pingai POM has mechanism and knowledge that all volumes of CPO and PK delivered are deducted from the material accounting system.	Yes
	c. The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a site is allowed to sell short. (i.e. product can be sold before it is in stock.) For further details refer to Module C.	PT Meridan Sejati Surya Plantation – Sei Pingai POM aware that they can only deliver certified CPO and PK sales from a positive stock. The volume of certified CPO and PK are deducted on three-monthly basis. Audit team verified there was no shortselling and/or negative stock more than three-monthly period.	Yes

**Supply Chain Declaration**

<b>A. Monthly Records of Certified and Uncertified FFB Received since the last audit</b>				
<b>No.</b>	<b>Month - Year</b>	<b>Volume of FFB from certified supply bases (mt)</b>	<b>Volume of FFB from uncertified supply bases (mt)</b>	<b>Total FFB/Month (mt)</b>
1	Nov-18	17,806.45	5,026.08	22,832.53
2	Dec-18	15,363.16	5,704.58	21,067.74
3	Jan-19	14,863.83	5,801.37	20,665.2
4	Feb-19	12,418.56	5,014.95	17,433.51
5	Mar-19	12,477.82	6,184.41	18,662.23
6	Apr-19	11,341.75	5,121.81	16,463.56
7	May-19	12,523.59	6,300.38	18,823.97
8	Jun-19	10,686.49	6,460.73	17,147.22
9	Jul-19	13,671.98	8,810.53	22,482.51
10	Aug-19	13,325.35	7,718.78	21,044.13
<b>TOTAL</b>		<b>134,478.98</b>	<b>62,143.62</b>	<b>196,622.60</b>

<b>B. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
<b>No.</b>	<b>Month - Year</b>	<b>Certified CPO (mt)</b>	<b>Certified PK (mt)</b>
1	Nov-18	3,610.68	918.82
2	Dec-18	3,165.58	794.34
3	Jan-19	3,109.81	768.84
4	Feb-19	2,641.25	667.32
5	Mar-19	2,746.21	647.05
6	Apr-19	2,381.98	576.53
7	May-19	2,609.40	637.17
8	Jun-19	2,184.57	540.78
9	Jul-19	2,898.02	690.27
10	Aug-19	2,938.76	674.48
<b>TOTAL</b>		<b>28,286.26</b>	<b>6,915.6</b>

<b>C. Records of Certified CPO &amp; PK Sold under PalmTrace to Buyers since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>Palmtrace Trading License Number</b>	<b>Certified CPO Sold (mt)</b>	<b>Certified PK Sold (mt)</b>

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

	None	None	None	None
--	------	------	------	------

<b>D. Records of CPO &amp; PK Sold under other schemes to Buyers since the last audit (if any)</b>				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
1	PT. Ciliandra Perkasa	ISCC	556.81	-
2	PT. Ciliandra Perkasa	ISCC	5,755.96	-
3	PT. Ciliandra Perkasa	ISCC	1,266.79	-
4	PT. Ciliandra Perkasa	ISCC	2,992.43	-
5	PT. Ciliandra Perkasa	ISCC	3,394.92	-
6	PT. Ciliandra Perkasa	ISCC	2,515.90	-
7	PT. Ciliandra Perkasa	ISCC	1,344.10	-
8	PT. MSSP – Bangsal Aceh	ISCC	795.78	-
9	PT. Ciliandra Perkasa	ISCC	326.91	-
10	PT. MSSP – Bangsal Aceh	ISCC	678.74	-
11	PT. Ciliandra Perkasa	ISCC	5,039.88	-
12	PT. MSSP – Bangsal Aceh	ISCC	92.69	-
13	PT. Ciliandra Perkasa	ISCC	1,015.90	-
<b>TOTAL</b>			<b>25,776.81</b>	

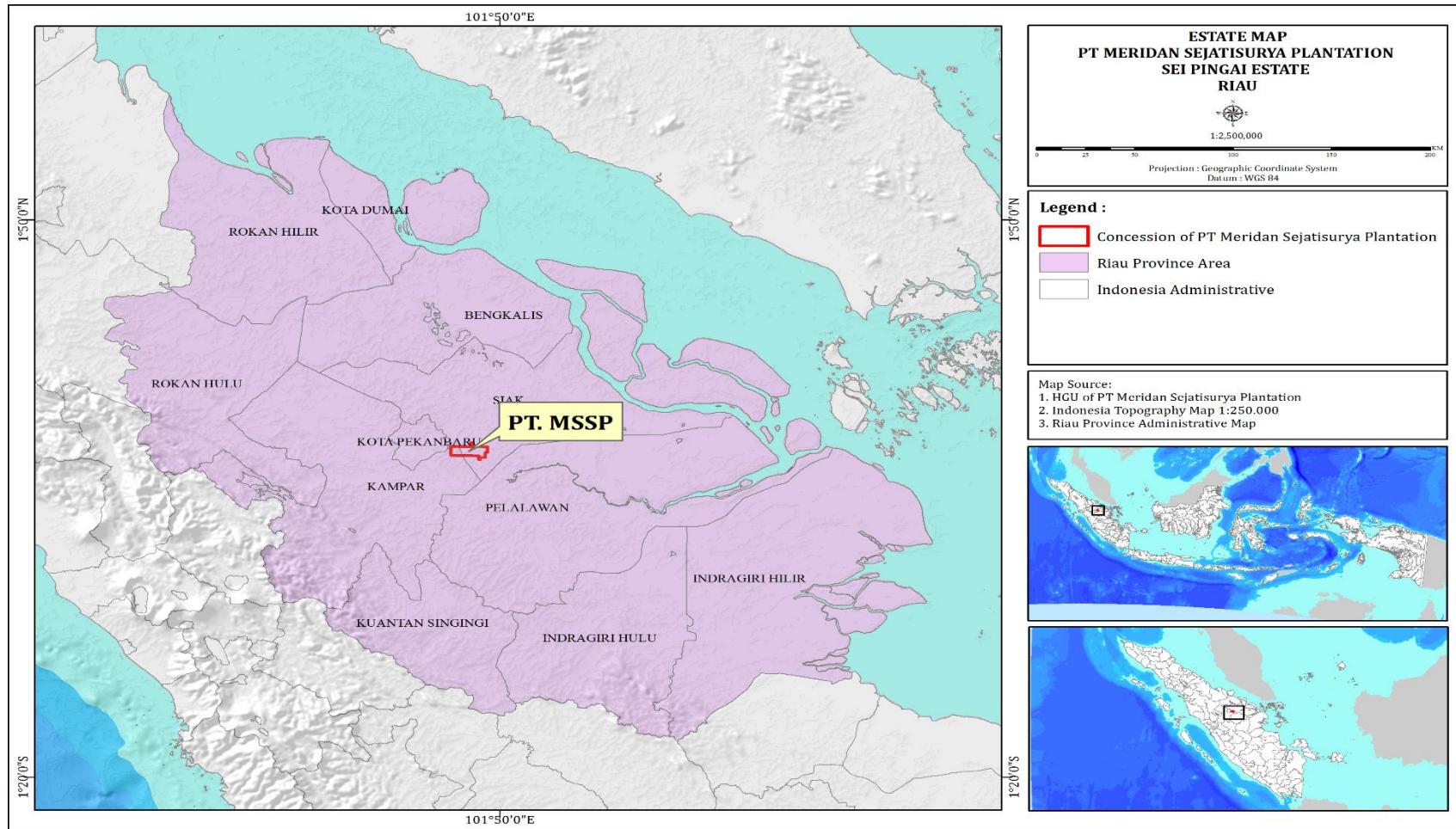
<b>E. Records of CPO &amp; PK Sold as conventional to Buyers since the last audit (if any)</b>			
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)
1	PT. ADHITYA SERAYA KORITA	-	93.92
2	PT. ADHITYA SERAYA KORITA	-	1,115.27
3	PT. ADHITYA SERAYA KORITA	-	955.28
4	PT. ADHITYA SERAYA KORITA	-	1,039.75
5	PT. ADHITYA SERAYA KORITA	-	896.12
6	PT. ADHITYA SERAYA KORITA	-	489.77
7	PT. MSSP-BANGSAL ACEH	299.55	0
8	PT. ADHITYA SERAYA KORITA	-	982.35
<b>TOTAL</b>		<b>299.55</b>	<b>5,572.46</b>

<b>F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)</b>			
----------------------------------------------------------------------------------------------------	--	--	--

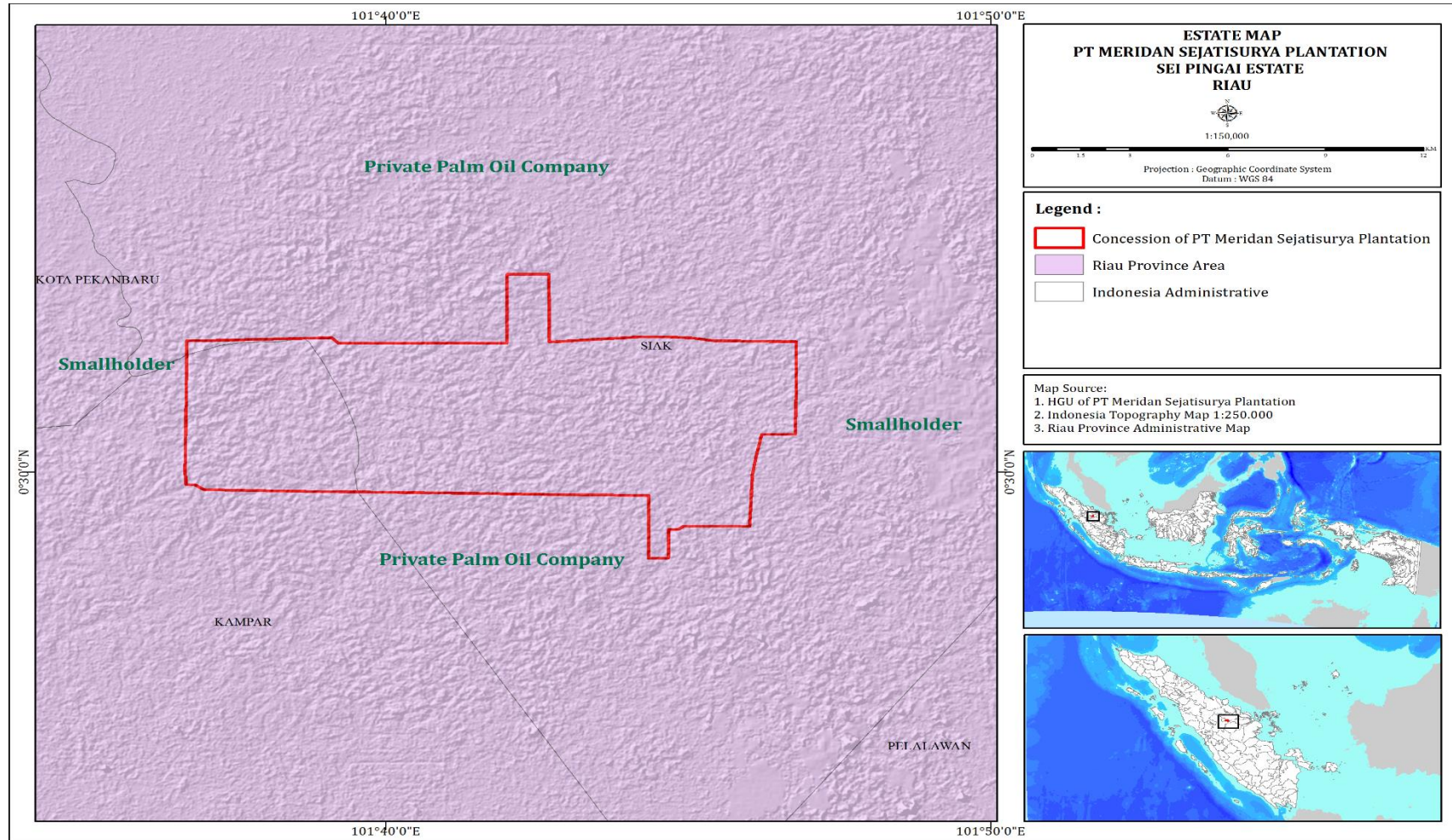
**RSPO Public Summary Report**  
**Revision 8 (Mar /2019)**

No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
1	None	None	None

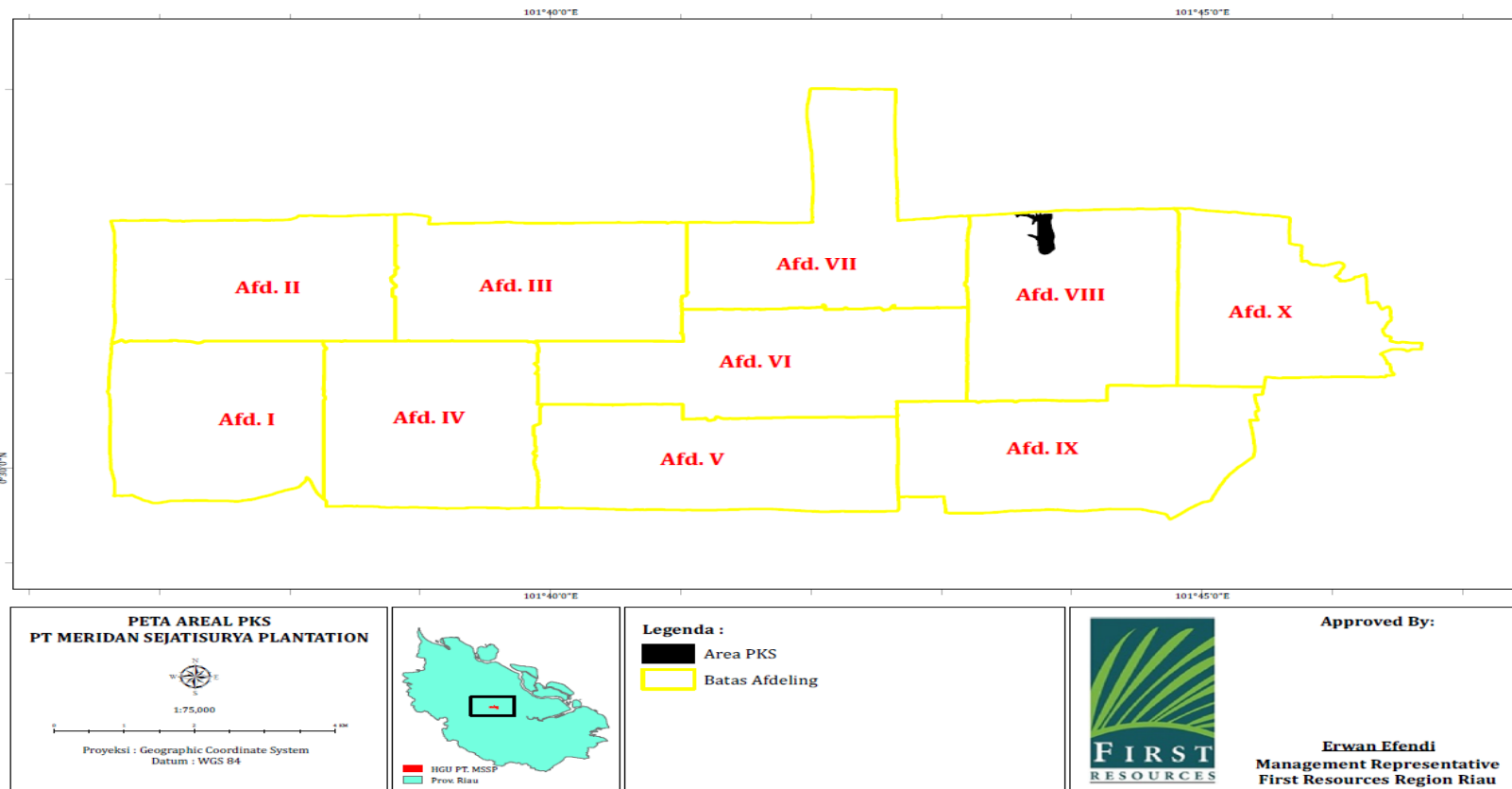
**Appendix F: Location Map of Certification Unit and Supply bases**



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



**Appendix G: Estate Field Map**





**Appendix H: List of Smallholder Sampled – No Smallholders within this scope**

## Appendix I: List of Abbreviations

a.i	Active Ingredient
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure