

RSPO – 4th ANNUAL SURVEILLANCE AUDIT

GUADALCANAL PLAINS PALM OIL LTD (GPPOL)
GUADALCANAL PROVINCE, SOLOMON ISLANDS

Prepared by: Haeruddin
PT. BSI Group Indonesia

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Section 1 Scope of the Certification Assessment

1.1. Company Details			
RSPO Membership Number	1-0016-04-000-00 (New Britain Palm Oil Limited)	Date	30 th Novemper 2004
Company Name	Guadalcanal Plains Palm Oil Ltd (GPPOL)		
Address	Office: PO. Box. 2001 Honiara, Solomon Islands Site: Guadalcanal Plains, Guadalcanal Province, Solomon Islands		
Subsidiary of (if applicable)	-		
Contact Name	Andrew Kerr		
Website	www.nbpol.com.pg	E-mail	akerr@gppol.com.sb
Telephone	677 21003	Facsimile	

1.2. Certification Information			
Certificate Number	SPO 555359	Date	18 th March 2011
Scope of Certification	<p>GPPOL Palm Oil Mill with 3 estates as supply base (Tetere estate, Ngalmibiu estate, Mbalisuna estate) and 326 members of smallholders.</p> <p>Inclusion of Small holders During the initial assessment of GPPOL operations, the audit team became aware of the effort and resources that GPPOL had committed to the RSPO implementation for its Small Holders. In particular, GPPOL had initiated RSPO awareness for small holders in 2009 through the draft Solomon Islands National Interpretation Working Group (SI NIWG) process and worked with the local GPPOL smallholder representatives. GPPOL worked closely with the Smallholder representative in the development of a "Planting Approval Form" which is used for environmental screening of SG applications for development of new areas of land to oil palm. The SI NIWG submitted the "Planting Approval Form" along with the NI to the RSPO, EB and the public review process. Since the start, no new Small holders have been accepted without being subjected to a field assessment in accordance with the "Planting Approval Form".</p> <p>The SI NIWG had previously established the status of the SG's as "independent" when the term associated smallholders was not established yet. And the RSPO endorsed this approach for GPPOL All Small holders at GPPOLfall under this classification. Smallholders are not under any obligation or contract to supply to the mill but are associated to the company through geography and logistics. There is no Government National extension service yet present in Solomon Islands. GPPOL has therefore included Small holders in the company wide awareness programs, compliance surveys and other RSPO related work.</p> <p>In consideration of GPPOL's close involvement with the individual smallholders, they can be regarded as being "Associated" with GPPOL. On the basis of this conclusion, GPPOL has complied with its commitment to achieve and maintain certification of its "Associated" smallholders within three years from the date of Initial Certification.</p>		

NBPOL sent in a different associated smallholder guidance NI to the RSPO which was never endorsed. At current the RSPO is reviewing the smallholder guidance and nothing has been endorsed yet.

In consideration of the above information, the audit team concluded that it is appropriate for the continued inclusion of the smallholders in the GPPOL Certificate

GPPOL has a defined list of all their small holders and ascertained each of their location and status. This is compiled into a Company database. GPPOL has agreed to collect the fruit from these defined independent Small holders.

GPPOL operates an Out Grower’s Department that is dedicated to support the small holders who supply fruit to the company’s mill. This has continued to be supported by GPPOL Management with staff and a dedicated office and meeting area set aside for small holders. This has led to continued communication with grower groups. The smallholders’ land has been mapped and GPPOL is assisting in the verification of their rights to the land which has all been well established. GPPOL supplies oil palm seedlings to the smallholders and assists them by coordinating pest and disease surveys and treatment of pest outbreaks. GPPOL also provides loans to its smallholders for purchase of seedlings, tools and fertiliser, for which it charges no interest.

GPPOL has provided training of Small holders via Field Days on the RSPO P&C each month in different areas that are well attended by the out growers. GPPOL has completed a baseline survey of Small holders determining their compliance with the RSPO guidelines for Independent Small holders. The survey process involved the physical inspection of all smallholder blocks and interview of each block holder to assess their understanding of sustainable practices and conformance with the relevant RSPO P&Cs.

The surveillance assessment of smallholder oil palm growers of Guadalcanal Palins Oil Palm (GPPOL) in Solomon Islands was conducted against the Round Table of Sustainable Palm Oil (RSPO) criteria and indicators for Solomon Islands (SI) from 4th – 5th February 2015.

A sample of 15 smallholder growers was interviewed as a representation of the 326 smallholders of Guadalcanal. The number of growers interviewed exceeded the RSPO sampling guidelines.

Relevant SHA records were inspected and issues were discussed in detail with the SHA Manger and relevant SHA staffs after the field interviews were conducted.

The auditor also met with the Sustainability Manager to discuss the company’s position with the smallholder growers of Guadalcanal.

Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
EMS 592944	EMS - ISO 14001	BSI	21 st January 2016

1.3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
Tetere Palm Oil Mill	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	E60°13'10"	S09°26'35"
1. Tetere Estate	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	E160°10'39" - E160°14'25"	S09°25'45" - S09°30'12"
2. Nglalimbiu Estate	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	E160°07'00" - E160°10'39"	S09°25'45" - S09°29'35"
3. Mbalisuna Estate	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	E160°13'36" - E160°17'05"	S09°26'06" - S09°30'23"
4. Smallholders	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	E160°04'53" - E160°17'22"	S09°25'03" - S09°30'12"

Figure 1. Location of Guadalcanal Plains Palm Oil Ltd In Solomon Islands

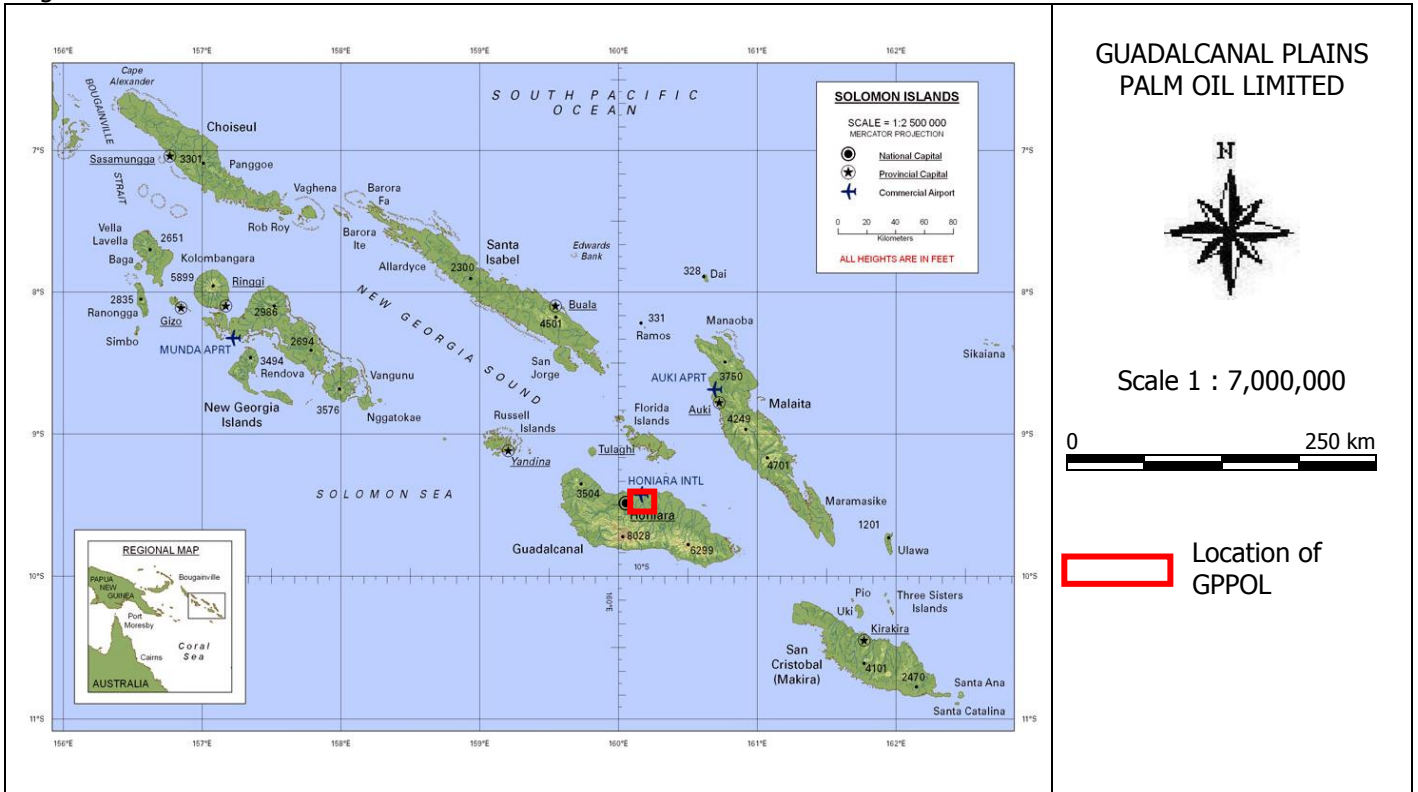


Figure 2. Location of Guadalcanal Plains Palm Oil Ltd in Guadalcanal province, Solomon Islands

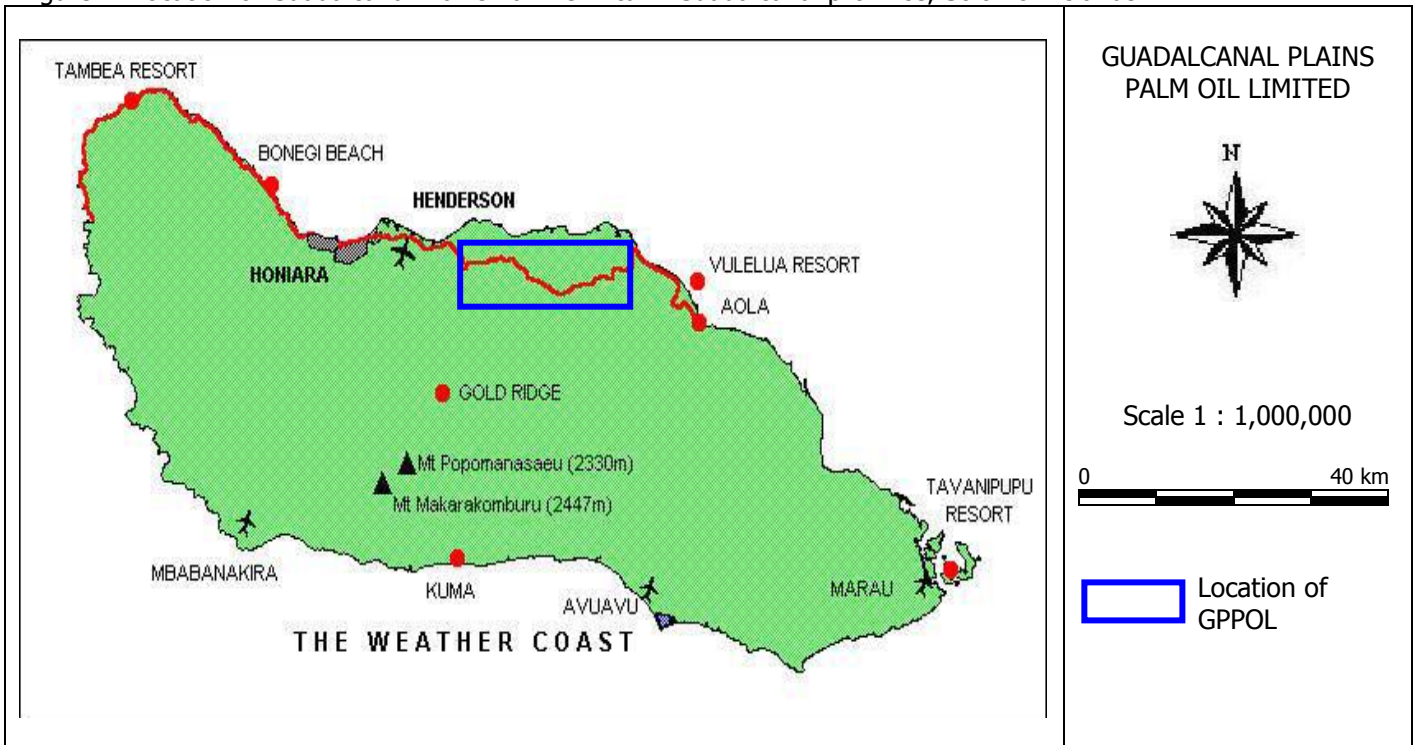
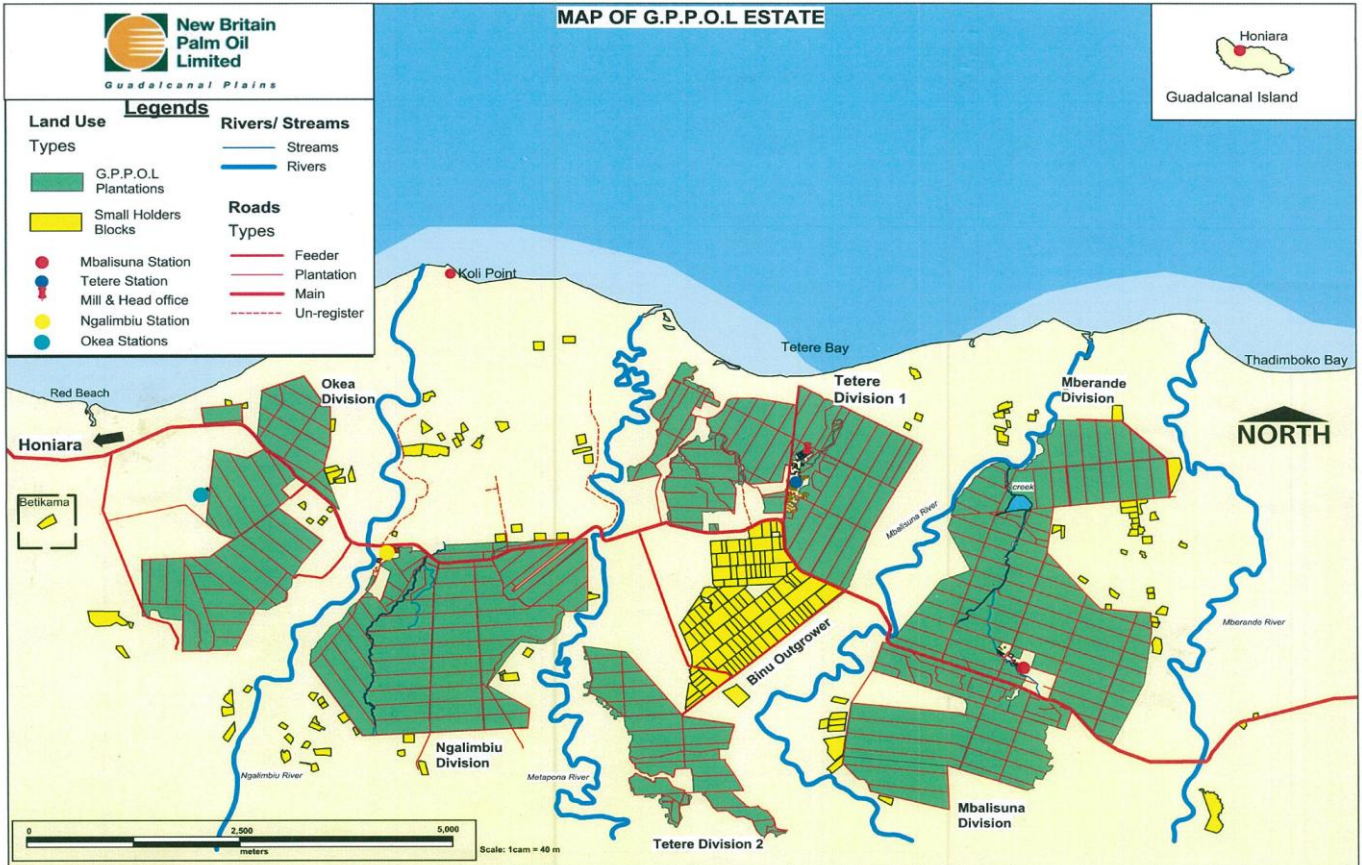


Figure 3. Location of Guadalcanal Plains Palm Oil Ltd and surrounding entities.



1.4. Description of Supply Base						
Estate	Mature (ha)	Immature (ha)	Infrastructure & Other (ha)	Total Planted (ha)	Total Hectareage	% of Planted
Tetere POM						
1. Tetere Estate	1,312.00	284.05	939.24	1,596.05	2,535.29	20.22
2. Ngalimbiu Estate	1,972.82	348.80	166.23	2,321.62	2,487.85	29.42
3. Mbalisuna Estate	2,161.80	203.30	503.37	2,365.10	2,868.47	29.97
Sub Total	5,446.62	836.15	1,608.84	6,282.77	7,891.61	79.61
4. Smallholders	964.91	227.02	0.00	1,191.93	1,192.00	100.00
Total	6,411.53	1,063.17	1,608.84	7,474.70	9,083.61	

1.5. Plantings & Cycle								
Estate	Age (Years)					FFB Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated (Previous Year)	Actual (This Year)	Forecast (Next Year)
Tetere POM								
1. Tetere Estate	284.05	767.70	544.30	0.00	0.00		36,143	32,981
2. Ngalimbiu Estate	348.80	1,141.92	174.40	331.60	324.90		44,685	39,251
3. Mbalisuna Estate	203.30	1,521.90	387.30	102.50	150.10		57,427	56,532
Sub Total	836.15	3,431.52	1,106.00	434.10	475.00	130,979	138,255	128,764
4. Smallholders	227.02	404.19	17.60	543.12	0.00	10,759	11,341	12,807
Total	1,063.17	3,835.71	1,123.60	977.22	475.00	141,738	149,596	141,571

1.6. Certified Tonnage									
MILL	Estimated (Previous Year)			Actual (This Year)			Projection (Next Year)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Tetere POM	141,738	38,020	8,871	149,596	33,752	7,989	141,571	31,853	7,786

Note: Mill Capacity = 45 MT FFB/hour
 OER = 22.56%
 KER = 5.01%

Section 2 Assessment Process

2.1 Certification Body: PT BSI Group Indonesia Accreditation Certificate No. RSPO- ACC– 019

Menara Bidakara 2
17th Floor, Unit 5
Jl. Jend. Gatot Subroto Kav. 71-73
Komplek Bidakara, Pancoran
Jakarta Selatan 12870 - Indonesia
Tel: +62 21 8379 3174 - 77 Fax:+62 21 8379 3287
Email: aryo.gustomo@bsigroup.com

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The approach to the audit was to treat each mill and its supply base as an RSPO Certification Unit. The mill was audited together with the plantations of its supply base. A range of environmental and social factors were covered. These included consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families, review of documentation and monitoring data. Checklists and questionnaires were used to guide the collection of information. The comments made by external stakeholders were also taken into account in the assessment.

No nonconformities that was identified during this 4th surveillance audit and there is one observation will be check in the next re-certification.

2.2. Assessment Program

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

1.Assessment Program					
Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5
Tetere PALM OIL MILL	x	x	x	x	x
1. Tetere Estate	x	x	x	x	x
2. Ngalimbiu Estate	x	x	x		x
3. Mbalisuna Estate	x	x	x	x	x
4. Smallholders	x	x	x	x	x

Tentative Date of Next Visit (Re-Certification): 01st December 2015

Total No. of Mandays: 11 Mandays

2.3. BSI Assessment Team

Haeruddin – Assessor (Lead Auditor)

He holds Bachelor Degree in Forest Management, graduated from Hasanuddin University on 1994. He has 16 years of work experience in forest concession, forestry industry and the latest is within Oil Palm Plantation in Indonesia. He experiences as auditor for several sustainability standard including FSC, UTZ, Organic Farming, 4C, ISPO and RSPO. He completed the ISO 9001 Lead Auditor Course; ISPO Lead Auditor endorsed Course, RSPO Lead Auditor Course, and also completed ISCC, RSPO SCCS, RSPO RED course, etc. He had been involved in RSPO auditing since November 2010 in more than various companies in Malaysia, Thailand, Gabon and Indonesia. During this assessment, he assessed on the aspects of legal, estate and mill best practices, HCV and social community engagement and stakeholders consultation.

Hafriazhar Bin Mohd. Mokhtar (Team Member)

He has 13 years of working experience in multiple disciplines mostly engineering, science and technology. Has been acquired many skills from being involved in various industrial environments ranging from construction, plantation, manufacturing and mining before shifted into auditing.

He has experiences in certification section with main responsible as project verification team leader to verify and certify the emission reduction claimed through greenhouse gas emission reduction project activities mainly Clean Development Mechanism. Has Lead Auditor and Auditor qualifications in other sustainable schemes including RSPO, Carbon Footprint, Global Reporting Initiative as well as the ISO EMS, EnMS and QMS. During this assessment, he assessed on the aspects of environmental and OHS.

Mrs. Cecilie Benjamin (Technical Expert)

She has graduated from B. of Agricultural Science Qld University, Australia 1971 and Certificate of Rural Extension, Wageningen University, Netherlands, 1976. She has various experiences, particularly researcher in develop smallholders, such as oil palm LSS traditional and introduced crop, agriculture field program in PNG. She involved in "Agricultural Sociologist for smallholder oil palm productivity study for 13 years (1990 -2013). During this assessment, she assessed on the legal, social aspects and stakeholders consultation.

Accompanying Persons:

The Technical Expert (Mrs. Cecile benjamin) was accompanied during audit and this summary report was reviewed by Sabar Kembaren , he is BSI's RSPO internal reviewer.

Section 3 Assessment Findings

3.1 Details of Audit Finding:

Criterion / Indicator	Assessment Findings	Compliance
PRINCIPLE 1: COMMITMENT TO TRANSPARENCY		
Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1	<p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p> <p>The company has provided information related to the environmental, social and legal. This information is publicly, such as: Land titles/Leases, maps of lease areas, Annual Reports, Sustainability Reports, GPPOL Policies and Guidelines, water management plans, environment plans & environment permits, copies of Government laws, regulations, Code of Practices, DEC compliance monitoring reports, waste management plans, production reports, FFB pricing information, and employee training.</p> <p>Documents related financial can only be shared upon discretion of general Manager, Group policies and procedures are available in public area in esates and mill.</p>	Yes
1.1.2	<p>Records of requests for information and responses shall be maintained.</p> <p>- Major compliance -</p> <p>The company has established procedure related information request, request informations were recorded in log book, no any request information were noted in 2014, all request from stakeholders related donation, road maintenance in compound surrounding the company, etc.</p> <p>Based on document review, it was seen that all request from local communities has been responded timely manner and appropriately.</p>	Yes
Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.		

Criterion / Indicator		Assessment Findings	Compliance
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). <p>- Major compliance -</p>	<p>The company has determined documents related to land title, annual report, sustainability report, GPPOL policies and guidelines, Environmental and waste management plan, complaint and grievances, OHS plan, negotiation procedure, Social and Environmental Impact Assessment (SEIA), Continuous Improvement Plan, etc. are publicly available for stakeholders.</p> <p>For the Land Titles will be made available on request if appropriate. Land Titles are in the public domain and are readily available through Provincial Government offices</p>	Yes
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Minor compliance -</p>	<p>The company has established code of ethical business conduct, 2011 which has been socialized to workforce.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
PRINCIPLE 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS			
Criterion 2.1			
There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	Evidence of compliance with relevant legal requirements shall be available. - Major compliance –	Evidence that all applicable legal and regulatory requirements are implemented as prescribed - There is register of SI legal and regulatory requirements including codes of practices such as logging Code of Practices. All growers interviewed demonstrated understanding of appropriate land laws at customary, local and national levels.	Yes
2.1.2	A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –	The company has updated the regulations that must be complied provided in Solomon Islands legal and regulatory and ratified international laws. Copies of legal & other requirements are kept on site and are available on the company server. This document is updated every 6 months.	Yes
2.1.3	A mechanism for ensuring compliance shall be implemented. - Minor compliance –	A mechanism to ensure to track the changes in law is available and the company has updated evaluation of regulation which must comply with it regularly.	Yes
2.1.4	A system for tracking any changes in the law shall be implemented. - Minor compliance –	The company has established mechanism to track if any change of regulation and evaluation will be made accordingly.	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 2.2			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
2.2.1	<p>Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>No any changes of land title since the initial assessment.</p> <p>Growers interviewed demonstrated understanding of appropriate land laws at customary, local and national levels.</p> <p>The planting approval form used by the smallholder growers includes approval of land use for oil palm to the grower by the local clan chief.</p> <p>For cash crop use, locals do not prefer to register traditionally owned land to individuals, as they prefer to see the land remain under clan ownership.</p> <p>There have not been any disputes arising from such land distribution. This system works well for out growers on traditionally owned land.</p> <p>Smallholders land is customary land, this system is exists in Solomon Islands. The planting approval form used by the smallholder growers includes approval of land use for oil palm to the grower by the local clan chief.</p> <p>For cash crop use, locals do not prefer to register traditionally owned land to individuals, as they prefer to see the land remain under clan ownership.</p> <p>There have not been any disputes arising from such land distribution. This system works well for out growers on traditionally owned land.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.2.2	<p>Legal boundaries shall be clearly demarcated and visibly maintained.</p> <p>- Minor compliance –</p>	<p>The company carried out monitoring of boundary pegs on regular basis. Maps of boundaries identified the position of boundary pegs, or bounded by roads as natural boundaries and this was confirmed during field inspections.</p>	Yes
2.2.3	<p>Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance –</p>	<p>Based on document review and stakeholder consultation, there are no disputes with regards to the leases held by GPPOL.</p>	Yes
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>- Major compliance –</p>	<p>Based on document review and stakeholder consultation, there are no disputes with regards to the leases held by GPPOL.</p>	Yes
2.2.5	<p>For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance –</p>	<p>Based on document review and stakeholder consultation, there are no disputes with regards to the leases held by GPPOL.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p>- Major compliance -</p>	Based on document review and stakeholder consultation, there are no disputes with regards to the leases held by GPPOL.	Yes
Criterion 2.3			
Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
2.3.1	<p>Maps of an appropriate scale showing the extent of recognised legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Major compliance –</p>	Maps are available that indicate the extent of recognised customary rights. There is no customary land within GPPOL boundaries. There are no operations on alienated land, all Land Titles are in place	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.3.2	<p>Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include:</p> <ul style="list-style-type: none"> a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making; b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken; c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company's title, concession or lease on the land. <p>- Minor compliance –</p>	<p>There are copies of negotiated agreements available detailing processes of consent - Copies of negotiated agreements are available in Land Title Officer Office and with company lawyer – SOL LAW.</p> <p>Sketch maps for Small Holders developments were available</p>	Yes
2.3.3	<p>All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance –</p>	<p>All information related to oil palm development, social-economic and environmental impact assessment is available in national language. The company assisting and supporting smallholders' oil palm plantation operation.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. - Major compliance -	The company is able to demonstrate that local communities are represented and participated during the meeting with stakeholder, discussing the social-economic and environmental planning. The meeting involving all relevant stakeholders, institution and representative of surrounding communities.	Yes
PRINCIPLE 3: COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY			
Criterion 3.1 There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	The company has prepared budget plan for 10 year (2015 – 2024) and reviewed annually. Budget plan is consist of FFB Production OER, KER, cost, expenditure and revenue. Projected: 2015: FFB (141,571 MT), OER (22.50%), KER (5.25%) 2016: FFB (147,831 MT), OER (22.50%), KER (5.25%) 2017: FFB (149,439 MT), OER ((22.50%), KER (5.25%)	Yes
3.1.2	An annual replanting programme 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. - Minor compliance –	A replanting programme is available, progress of replanting as programmed, e.g replanting program in tetere Estate in 2014 is 297 ha (Actual 297 ha).	Yes
PRINCIPLE 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS			
Criterion 4.1 Operating procedures are appropriately documented, consistently implemented and monitored.			

Criterion / Indicator		Assessment Findings	Compliance
4.1.1	Standard Operating Procedures (SOPs) for estates and mills shall be documented. - Major compliance -	The procedures documented in "Management Guidelines (MGs)", MGs are used as the framework for all operations in estate and mill, MGs consist from nursery till transport FFB to the mill in estate operation and procedures from received FFB in Loading Ramp till dispatch CPO and PK.	Yes
4.1.2	A mechanism to check consistent implementation of procedures shall be in place. - Minor compliance -	The company conduct internal audit and regular inspection by Agronomist to monitoring Operational performance, e.g. Visit Report on no. 1/14-004-EKW, dated 02 nd June 2014.	Yes
4.1.3	Records of monitoring and any actions taken shall be maintained and available, as appropriate. - Minor compliance -	The company has recorded operational activities based on procedures in computerized system, covering: Fertilizer and pesticides applied, road maintenance, upkeep, FFB received, CPO and PK production, Dispatch CPO and PK, mill throughput, employment, FFB processed, FFB Grading, FFB and Shell usage, OER. KER, etc.	Yes
4.1.4	The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	Incoming FFB from smallholders is recorded daily basis and summarized monthly as documented in "FFB Received", e.g FFB received from smallholder in: January 2014 (920.56 tonnes), February 2014 (919.93 tonnes), March 2014 (942.33 tonnes), April 2014 (586.46 tonnes), May 2014 (1,360.90 tonnes), June 2014 (1,1264.64 tonnes), July 2014 (1,108.39 tonnes), August 2014 (943.41 tonnes), September 2014 (868.23 tonnes) and October 2014 (795.05 tonnes).	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.2			
Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
4.2.1	<p>There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible.</p> <p>- Minor compliance –</p>	<p>The company has procedures for good agriculture practices to maintain soil fertility.</p> <p>The procedures consist of manual and mechanical fertilizer application, EFB application. Land Application and frond pruning.</p> <p>The smallholders applied fertilizer once/year for producing palms four years of age and above. Usually applied in a staggered application by growers. 3 ha block divided into 4 parts and 5 bags of fertilizer applied at 2 kgs per palm. When funds allow, the next quarter of the block has fertilizer applied and so on till all four areas are fertilized in 12 months. Soils have a wide range of types from alluvial, to clay loams, to swamp areas and poor grassland soils which will have recommended fertilizer needs for production. Mostly fertilizer used is Ammonium Sulphate and Muriate of Potash. Fertilizer rates are determined by field trials with OPRA. There are a range of soil types within smallholder plantings. If smallholders are on problem soils, they understand well the need for fertilizer and why they need it.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.2.2	Records of fertiliser inputs shall be maintained. - Minor compliance –	Each estate maintains a complete record of fertilizer inputs – both organic and in-organic. The fertilizer application based on annual fertilizer recommendation, cascaded and detailed up to nutrition requirement (and fertilizer type per planting year, per palm and per block) annually. Sample taken: Applied SOA 1,600 kg on 4 December 2014 in block no. 82 (8.25 ha, SPH 128), or 1.5 kg/palm tree/cycle and applied 1,200 kg DAP (Diamine Phosphate) on 28 February 2015 in block no. 22 (8.99 ha, SPH 128 palm tree), or 1.04 kg/palm tree/cycle as recommended in "Fertilizer recommendation". Monthly manuring programme for oil palm 2014 and actual is recorded in computerize system and recommendation for 2015 is available and monitored.	Yes
4.2.3	There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. - Minor compliance –	There is evidence of periodic tissue analysis annually by external testing body and soil analysis by 5 (five year), the last soil analysis in 2010 and the next soil analysis will take place this year. Then, Fertilizer recommendation is made based on result of tissue and soil analysis.	Yes
4.2.4	A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. - Minor compliance –	Nutrient recycling strategy is present. The company is using all palm by-products for soil nutrient, for estates located near to palm oil mill; EFB is applied to immature palm and frond stacking.	Yes
Criterion 4.3			
Practices minimise and control erosion and degradation of soils.			
4.3.1	Maps of any fragile soils shall be available. - Major compliance -	GPPOL has soil maps in place - includes difference types of soils.	Yes

Criterion / Indicator		Assessment Findings	Compliance
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 –	The company has policy not planting up area with slope more than 25 ⁰ , mostly company and smallholders areas is flat and there is no planting on slopes over 9 ⁰ .	Yes
4.3.3	A road maintenance programme shall be in place. - Minor compliance –	The company able to demonstrate road maintenance programme – along with the progress, e.g. road maintenance program in Mbalisuna estate: graveling, bridge construction (10 units) and culvert (2 units). Progress of road maintenance also is mapped to monitoring of road maintenance progress in field.	Yes
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 –	N/A (No peat soil was noted within the company areas)	N/A
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the longterm viability of the necessary drainage for oil palm growing. - Minor compliance –	N/A (No peat soil was noted within the company areas)	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 –	There are no known fragile or problems soils within the company area.	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.4 Practices maintain the quality and availability of surface and ground water.			
4.4.1	An implemented water management plan shall be in place. - Minor compliance –	A Water Management Plan has been developed as part of the established GPPOL Sustainability Management System Manual; Issue 1; Dated: 1st October, 2014 where the implementation was evident in both mill and estates for its monitoring activities. Among the monitoring conducted were mill effluent water qualities (BOD etc.), drinking water qualities and discharged water qualities (upstream and downstream of discharge point river water). The smallholders are fully cognisant of the need to protect surface and ground water. This was one of the reasons why so few growers use chemical poisons for weed control.	Yes
4.4.2	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated. - Major compliance -	Water courses and wetlands are protected. GPPOL will maintain and restore appropriate riparian buffer zones along all bodies of water at replanting. - as per the SI logging code of practice.	Yes
4.4.3	Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6). - Minor compliance –	The determination the Biochemical Oxygen Demand (BOD) of waste and industrial effluents was based on the established Laboratory Procedure; LAB ENV-001; BOD Analysis On Pond Samples; Issue No: 0; Dated: 21st October, 2012. Sampled records BOD Analysis For The Month of January 2015, December, November, October and September 2014 shown that the mill effluents were in compliance with national regulations.	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.4.4	Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance –	The water usage by Guadalcanal Palm Oil Mill (Tonne of water/Tonne of FFB) was measured by the Oil Palm Mill on monthly basis where specific target as part of the Sustainability KPI was set to achieve 1 MT/tones FFB processed. Records shown monthly fluctuated results with average for the year 2014 achieved were 1.12 MT/tones FFB processed.	Yes
Criterion 4.5			
Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.			
4.5.1	Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -	The company is able to demonstrate Integrated Pest Management under “Integrated Pest Management Plan”. IPM Plan is documented for relevant pests that set out techniques, chemicals to be used, locations and timeframe for implementation The company is implementing early warning system through regular pest monitoring (census) for Rat attack and Ganoderma.	Yes
4.5.2	Training of those involved in IPM implementation shall be demonstrated. - Minor compliance –	A record of training for handlers of pesticides is in place and includes techniques such as PPE used and spraying control, e.g . Refresher Sprayer Training, date 23 rd January 2015. The smallholders received training from the company related to the IPM. Ganoderma training was scheduled into the field day programmes and materials used in the training of the smallholders were sighted.	Yes

Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.6 Pesticides are used in ways that do not endanger health or the environment.		
4.6.1	<p>Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available.</p> <p>- Major compliance -</p> <p>There is documented justification for all Agrochemical use determining the reason for the use of certain chemicals. There is an updated register which records products used, when required, amounts to be used and frequency of use. This is documented within the management guideline specific for pesticide usage which attempts to ensure that the most effective and least harmful chemicals are always first choice and there is avoidance of any prophylactic and indiscriminate spraying.</p> <p>SHA is doing awareness on pesticide usage and handling during the field days.</p>	Yes
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 provided.</p> <p>- Major compliance -</p> <p>Records of herbicide use are available and maintained at each estate. The records shows the total chemical used (in kg and/or liters), the active ingredients used, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced, e.g. applied herbicides Glyphosate 12 liter in Block No. 19 (16.25 ha) on 17 December 2014 and applied Glyphosate 12.5 liter in Block no. 7 and 8 (30 ha) on 7 January 2015 and pesticides record included active ingredient and pesticides LD50 Were applied.</p>	Yes
4.6.3	<p>Any use of pesticides shall be minimised 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 national Best Practice guidelines.</p> <p>- Major compliance -</p> <p>There is no used of prophylactic use of pesticides throughout the GPPOL</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.4	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance –</p>	<p>There are no use pesticides class 1A or 1B and paraquat. The company only uses Glyphosate, LI and Ally. All chemicals have to have senior management approval prior to use and only chemicals listed for use by SI Government are used.</p> <p>Paraquat is no longer used. This was stopped as of 1st April 2012.</p> <p>It is GPPOL policy not to supply any other pesticides to any smallholders. This policy is strictly monitored.</p> <p>There is no Type 1A or 1B chemicals used on any GPPOL plantation and smallholders, for pest control.</p>	Yes
4.6.5	<p>Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. 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>Up to date records of training are kept in each estate for the following:</p> <ul style="list-style-type: none"> • Pesticide Mixers • Pesticide Sprayers • Any pesticide handlers in stores <p>The training data is also maintained to show the nature and content of the training covered.</p> <p>Material Data Safety Sheets (MSDS) are obtained for all chemicals used and are available at the storage and areas of mixing.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.6	Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3). - Major compliance -	All pesticides in chemical containers were in locked storage areas located at the Estate offices. Empty chemical containers were reused to carry mixed sprayer chemicals into plantation for use. Once they are deemed unusable they are triple rinsed, punctured and disposed in the Chemical Pit at the Mbalisuna Estate Central Landfill.	Yes
4.6.7	Application of pesticides shall be by proven methods that minimise risk and impacts. - Minor compliance –	Pesticides used were mixed accordingly as per mixing instructions.	Yes
4.6.8	Pesticides shall be applied aurally only where there is documented justification. 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 throughout the company plantation	Yes
4.6.9	Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated; including provision of appropriate information materials (see Criterion 4.8). - Minor compliance –	The company is providing training for pesticide storekeepers and sprayers team MSDS and emergency procedures is available in premises..	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.10	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance –</p>	<p>Empty chemical containers were reused to carry mixed sprayer chemicals into plantation for use. Once they are deemed unusable they are triple rinsed, punctured and disposed in the Chemical Pit at the Mbalisuna Estate Central Landfill.</p>	Yes
4.6.11	<p>Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>It was demonstrated that specific annual medical surveillance for pesticide operators have been conducted. Sampled records shown that the latest surveillance was conducted on 28 Oct 2014 for Tetere Estate. A total of 22 sprayers consist of 17 male and 5 female have been checked medically. The results indicated normal health condition for all the workers but four of them have been referred to the Doctor due to some complaints with regards to their health. Records of further medical examinations shown none of their health problems are related to pesticide operation.</p>	Yes
4.6.12	<p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance –</p>	<p>Based on interview with female worker, its confirmed that no pregnant and/or breast-feeding involved in chemical/pesticides, they are transferred to other duties.</p>	Yes

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p> <p><i>Specific Guidance for 4.7.7: The National Interpretation will define the metrics for LTA. For countries where there are no national interpretations, the growers will determine their own metrics.</i></p>		
<p>4.7.1</p>	<p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored. - Major compliance -</p> <p>An Occupational Health and Safety Policy has been established and in place that is applicable to mill and plantations as well as all other support activities including construction, clinic and workshop. It was issued and signed by the General Manager on 7th October 2014 for issued no. 6.</p> <p>A health and safety plan covering all activities has been well documented as the Operational Safety Management Plan (OSMP) for each individual operating unit with different activities (mill, plantation, construction, clinic and workshop. Samples of OSMP viewed amongst all are GPPOL SMS SMP Mill Revision 4 Dated 21 January 2015 Version 5 for Tetere Mill and GPPOL SMS Plantation Revision 4 dated 22nd December 2014 version 5 for the Plantations. The plantations estates are Tetere Division 1, Tetere Divison 2, Mbalisuna Division, Ngalimbu Division and Okea Division.</p> <p>Smallholder growers hire workers who come to do periodic tasks like harvesting and weeding. The smallholders ensure the hired workers are well aware of safety issues and safe practice if followed.</p>	<p>Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
4.7.2	<p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>The hazard identification and risk assessment for all the worksites was properly documented in the OSMP where it was tabulated as the Risk Severity Table and Workplace Risk Assessment. The risks were assessed based on its probability and severity matrix where for identified significant risks, control actions and measures have been established accordingly. The control measures were implemented based on specific procedures which were well documented as the Safe Operation Procedures. It was observed that there are some particular activities need to be revisited so the hazards identification and risk assessment fully covers the whole mill and plantation activities for better control of risks.</p>	Yes
4.7.3	<p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>The internal training has been implemented according to the established GPPOL Annual Training Plan for all departments, a training matrix done by central HR department. There's also additional training being planned by the individual operating units according to its own related activities. The latest training matrix consists of the planned and actual training conducted has been kept and updated in the server. The records revealed that the training done adequately covering all potentially hazardous operations including pesticide operation, harvesting and spraying as well as for mill operation.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.7.4	<p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p> <p>- Major compliance -</p>	<p>A total of 14 personnel have been appointed as the OHS Committee Reps whom representing various sections of work area within the Plantation Operation chaired by the General Manager. Records of the OHS Committee Meeting sufficiently shown that the meeting has been conducted on a monthly basis. OHS related issues were discussed sufficiently with the fixed agenda indicated review of accident statistics, review of accident reporting system, review of committee member, review of inspection findings, training, policy and procedures, external audit action points (RSPO) and other matters. Latest meeting was conducted on 15 January 2015.</p>	Yes
4.7.5	<p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Accidents and emergency procedures are included in the NBPOL Guadalcanal Emergency Response Plan which is available on all sites folders as well as the noticeboards on all sites. Assigned operatives trained in First Aid sighted present in both field and other operations with First Aid Kit available in various workplace. Records of accidents were found well-kept by the sustainability department of each operating units which was submitted to the head office on monthly basis.</p> <p>Records upkeep done by Sustainability Manager (individual operating units) was then analyzed by Group Sustainability Manager and presented to the board during the quarterly board's meeting-sample August 2014). Reported in Sustainability Report www.nbpol.com.pg.</p> <p>There were no reports of serious injuries occurring on the smallholder blocks, common sense tends to prevail. GPPOL has action plans to ensure that safe practices are carried out</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.7.6	All workers shall be provided with medical care, and covered by accident insurance. - Minor compliance –	The company has provided clinic for all workers. Referral is made to nearest hospital should the case is severe, the company also providing Compensation accident insurance for all workers.	Yes
4.7.7	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance –	All occupational injuries case was assessed using the Injury Assessment Report where all related information including the type and cause of injury were reported. For the year 2014, the records shown zero fatalities case which has been improved compare to the previous year 2013 where there was one fatality case recorded. Based on the incident reporting procedure established, the occupational injuries were recorded using Lost Time Accident (LTA) metrics and calculated accordingly through NBPOL LTA Rate Excel Spreadsheet. Based on the record, GPPOL LTA Report, the number of LTA for Guadalcanal certification units = 10.3.	Yes
Criterion 4.8			
All staff, workers, smallholders and contract workers are appropriately trained.			
4.8.1	A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme. - Major compliance –	Formal training programme that covers all aspects of the RSPO Principles and Criteria has been established through the Centre Human Resource in the form of training matrix. Training plan has been developed based on the training needs analysis (TNA) conducted. The TNA was done annually by the operating unit managers before sent to the Centre Human Resource for approvals. Approved training was conducted as per plan where the training attended by respective employees will later be evaluated its effectiveness. Records shown that the training programme has been fully implemented according to the company's training procedures	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.8.2	Records of training for each employee shall be maintained. - Minor compliance –	<p>Training records consist of the certificates, attendances and training materials were kept in the individual operating units as well as sustainability department records. Copies of certificates were sighted kept by sustainability department for sampled program which is the Occupational Health and Safety Officer Level 1 Training Program that was done on 22nd to 25th July 2014 for 30 operational staff from all operating units.</p> <p>Some training has also been provided to local communities in 2014, including for example, training in crop standards, FFB quality, buffer zones, grievancies procedures, and pesticide / herbicide and also training through field days. Smallholders who attend field days tend to train others working in their oil palm block what they learn from the field day trainings.</p>	Yes

PRINCIPLE 5: ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY

Criterion 5.1
Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.

Criterion / Indicator		Assessment Findings	Compliance
5.1.1	<p>An environmental impact assessment (EIA) shall be documented.</p> <p>- Major compliance -</p>	<p>GPPOL Environmental Aspect Register; Revision No: 3; Dated: 22nd Nov, 2013 was found properly documented.</p> <p>The register lists the activity, environmental aspect, environmental impact, location, department, control, legal requirement, consequence, probability, severity, significant aspects. Aspects identified were categorized into Positive and Negative. Examples of the activities covered were Mill floor cleaning, POME (Palm Oil Mill Effluent) treatment, Boiler Operation & Steam Use, Septic Waste Water Treatment & Disposal and Electricity Generation.</p> <p>Significant environmental aspects identified were such as land clearing, mill floor clearing, POME Treatment, boiler operation & steam use, fertilizer and septic waste water treatment & disposal.</p>	Yes
5.1.2	<p>Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons.</p> <p>- Minor compliance –</p>	<p>GPPOL regularly reviews its environmental management systems and environmental plan as determined by prevalent circumstance and conditions to ensure necessary requirements and measures are kept current and appropriate to manage the environmental affairs of the company. GPPOL submits on a regular basis to the Office of the Environment and Conservation relevant reports and results of its analytical and monitoring activities for verification by and records of the latter; Environment & Conservation Department (ECD) will conduct spot checks and arrange for independent analysis where deemed necessary</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.1.3	<p>This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.</p> <p>- Minor compliance –</p>	<p>GPPOL approval states that the Director hereby grants the proponent the development consent, subject to the following conditions:</p> <ul style="list-style-type: none"> • That the GPPOL conducts routine checks of treatment pond conditions and conducts monthly sampling of pond discharges for chemical parameters comprising BOD and pH and physical parameters including Total Suspended Solids plus Oil and Grease; BOD samples should be analysed promptly. • That the GPPOL conducts monthly sampling of water and six monthly checks on borehole quality at its own expense; • That GPPOL analyses samples of the watercourses and domestic boreholes to determine the level of effluent discharges including certain chemical, physical and biological parameters from the point sources in order to ensure the watercourses and boreholes are safe for human consumption and reduce undesirable aquatic life; • That the GPPOL establishes buffer zones with a maximum distance of twenty five (25) meters around the boreholes and the main watercourse where fertilizer application may enter the water systems through chemical seepage; <p>Hence, monitoring protocol was established in-line with the approval conditions which also adaptive to operational changes.</p>	<p>Compliance</p> <p>Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
Criterion 5.2			
The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.			
5.2.1	Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). - Major compliance -	Ecologists have carried out an assessment of the presence of HCVs within and adjacent to the GPPOL plantations. This was completed prior to certification in 2010. The ecologists used the SI National Interpretation of the HCV Toolkit and prepared a report on their findings. All of the land within the Estates has previously been used for other agricultural purposes and had previously been extensively logged. The ecologist has confirmed that there are no HCV within GPPOL operations or in the near vicinity.	Yes
5.2.2	Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan. - Major compliance -	HCV Identification confirmed that no any RTEs species within the company operation and near vicinity.	Yes
5.2.3	There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species. - Minor compliance –	It was not found RTEs species captured, harmed, collected and killed by workers, although no RTEs species within the company operation, the company has socialized to the workforce and smallholders.	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.2.4	<p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance –</p>	<p>No HCV and no RTEs species was identified within GPPOL operation or in the near vicinity.</p>	Yes
5.2.5	<p>Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights.</p> <p>- Minor compliance –</p>	<p>No HCV was identified within GPPOL operation or in the near vicinity and not found this case during audit.</p> <p>Buffer zones have been established along all watercourses and signs erected. Although it does not appear that any illegal hunting or fishing is taking place however if any arise protection is in place, the company is discouraging people to encroach into the buffers.</p>	Yes
Criterion 5.3			
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	<p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance –</p>	<p>The established GPPOL Sustainability Management System Manual; Issue 1; Dated: 1st October, 2014 has been included with the details of all identified waste products and sources of pollution.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.3.2	<p>All chemicals and their containers shall be disposed of responsibly.</p> <p>- Major compliance -</p>	<p>Empty chemical containers were reused to carry mixed sprayer chemicals into plantation for use. Once they are deemed unusable they are triple rinsed, punctured and disposed in the Chemical Pit at the Mbalisuna Estate Central Landfill.</p> <p>Standard Operating Procedure on Chemical Container Disposal must be triple rinsed, cut up, and punctured before disposal at Mbalisuna Landfill. This practice was evident as observed during site tour.</p> <p>Disposal of all wastes were for e.g. on date of disposal, type of waste (industrial, domestic waste and waste oil) and quantity were recorded in the Waste Register, including medical waste.</p> <p>Smallholders ia aware to return empty container pesticide to the company for disposed.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.3.3	<p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance –</p>	<p>Waste Management Plan; Version No: 5; Dated: January, 2015 was evident. The plan covers responsibilities of the organization and contractors, waste management and minimization principles, legal regulatory requirements, sources and types of wastes generating activities, site specific potential environmental effects and waste management strategy.</p> <p>Evidence of implementation.</p> <ul style="list-style-type: none"> • Tetera 2015, Disposal / Bowser, Generator, Storage Cleaning Schedule. Waste Disposal Department; Dated: 1st Sept, 2014; AEL # 01601; Dated: 14th Oct, 15th Oct, 29th Oct and 4th Dec, 2014. Company: Anolpha Enterprises Ltd; Waste Disposal Unit PH: 22719 • Rubbish Disposal every 2 weeks. For example Week 1 & 4. • Bowser, Generator and Interceptors inspection and cleaning every week. • Chemical shed inspection and cleaning – every alternate week. For example every 1 & 3. • Hydrocarbon Storage cleaning – every 3 weeks. For example Week 3 & 6. • Monthly waste register with details the fertilizer bag, gen-set filter, toner, waste oil, sawdust disposal. <p>The smallholders are disposing of their waste in a responsible manner by mixing the organic waste with the pruned fronds and using a pit disposal method for other household waste.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 5.4			
Efficiency of fossil fuel use and the use of renewable energy is optimised.			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p>- Minor compliance –</p>	<p>The company use fibre and shell for boiler. Its recorded in "Monthly report", also fossil fuel is monitored based on budget.</p>	Yes
Criterion 5.5			
Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.			
5.5.1	<p>There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Major compliance -</p>	<p>GPPOL has a strong "No Fire" Policy throughout its operations. No open burning was noted during field visit and interviewed with local communities and workers.</p> <p>The company continues to encourage minimal use of fires on smallholders' blocks through its awareness program. All growers understood the RSPO rules for use of fire sparingly.</p>	Yes
5.5.2	<p>Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance –</p>	<p>No fire was used during replanting</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 5.6			
Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
5.6.1	An assessment of all polluting activities shall be conducted, including gaseous emissions; particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	GPPOL Environmental Aspect Register; Revision No: 3; Dated: 22nd Nov, 2013 details all polluting activities, including gaseous emissions, particulate and effluent. The following activities were identified such as land clearing, mill floor cleaning, POME treatment, disposal of scrapped plant, disposal of medical waste, mill yard runoff, boiler operation and steam use, fuel usage (petrol and diesel usage), gen-set servicing, lab chemical storage and use, mill waste (fruit and fibre).	Yes
5.6.2	Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance -	Sources of emissions were from land clearing, fertilisers, field fuel, conservation credit, POME and mill credit. Plans to reduce or minimize the source of emissions were detailed in the Action plan for Continual Improvement in Sustainable Performance which was started to be implemented and monitored on monthly basis.	Yes
5.6.3	A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools. - Minor compliance –	An Environmental Procedure; EMS 016; Performance Monitoring; Issue No: 1; Dated: 22nd Dec, 2014 has been in place where the implementation were mainly based on the organization's legal and other requirements subscribed. For estates, requirements under the Environment Act 1998 and Code of Logging Practice May 2002 subscribed was evidently monitored its compliances in form of monitoring reports and records sighted. As for mill, sampled daily boiler log sheet records for the month of Oct, Nov and Dec, 2014 shows both smoke density and Ringelmann chart number result within prescribed limits, as of environmental permit subscribed.	Yes

Criterion / Indicator		Assessment Findings	Compliance
PRINCIPLE 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLERS			
Criterion 6.1			
Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	A Social Impact Assessment was conducted in July-August 2009. This was used as the basis for preparing the initial Social Impact Improvement Plan.	Yes
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties.. - Major compliance -	Various mechanisms have been used to update the Social Impact Improvement Plan, including input from a Community Liaison Committee and Gender and Social Committee, it is GPOL's improving relationships with both internal and external stakeholders that allow GPOL to identify and focus on the key social issues.	Yes
6.1.3	Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -	The Social Impact Assessment document has explained the recommendation that could be done by company to minimize negative impact and promote positive impact from social impact management.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.1.4	<p>The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties.</p> <p>- Minor compliance -</p>	<p>Company has carried out social impact evaluation on annual basis. The last updated in 2014.</p>	<p>Yes</p>
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>The company also consider impact of smallholders in their social impact assessment.</p>	<p>Yes</p>
<p>Criterion 6.2 There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>			
6.2.1	<p>Consultation and communication procedures shall be documented.</p> <p>- Major compliance -</p>	<p>A documented procedure is in place and records of communication and consultation with communities is maintained. The procedure used as a guideline in providing response upon information/data request from relevant stakeholder.</p> <p>Communication and consultation mechanisms have designed in collaboration with local communities and other affected or interested parties. These consider the use of existing local mechanisms and languages.</p>	<p>Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	The nominated official designated to manage communication and consultation is the GM GPPOL.	Yes
6.2.3	A list of stakeholders, records of all communication, 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, shall be maintained. - Minor compliance -	A list of stakeholders has been maintained and is kept by the GM GPPOL	Yes
Criterion 6.3 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
6.3.1	The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -	Company has a mechanism to convey complaint, guarantee the confidentiality and anonymity of complainants and whistleblower. The mechanism has also regulates the time frame for responses and person in charge to provide response.	Yes
6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance -	Company is recording each complaint and response provided in the Logbook.	Yes
Criterion 6.4 Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions..			

Criterion / Indicator		Assessment Findings	Compliance
6.4.1	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place.</p> <p>- Major compliance –</p>	<p>Landowner representatives negotiated with GPPOL for the re-commencement of oil palm production. The resulting agreement includes lease payments and royalties and other benefits and is outlined in a Memorandum of Understanding</p>	Yes
6.4.2	<p>A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land.</p> <p>- Minor compliance –</p>	<p>The resulting agreement includes lease payments and royalties and other benefits and is outlined in a Memorandum of Understanding</p>	Yes
6.4.3	<p>The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available.</p> <p>- Major compliance –</p>	<p>There is agreement between company and smallholders is outlined in Memorandum of Understanding, which included lease payments, royalties and other benefits.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.5 Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.			
6.5.1	Documentation of pay and conditions shall be available. - Major compliance -	<p>The company determines minimum wages as regulated by Government, Based on review of payments slip, there is no worker's salary below minimum wages.</p> <p>Contractors complete a declaration that they have agreed to meet a legal terms as required. Evidence is in place in the form of the completed declaration which identifies areas of compliance required by the contractor.</p> <p>Most smallholders hire workers to do harvesting and upkeep. All hired workers are paid on piece rate. Harvesters are usually paid between SBD 70 – 80/day. Work is usually for a day or two at the most making the amount paid more than the minimum wage rate per day.</p>	Yes
6.5.2	Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official. - Major compliance -	There is a Recognition Agreement between the Union and the management of GPPOL and contract between company and each worker is available in premises, the contract covering working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. Based on interview with workers they understood the contract.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance –</p>	The company has prepared facilities for their workers, such as: housing, electricity, water supply, polyclinic, sport facilities, school bus, traditional market, shop, etc.	Yes
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	The company has provided traditional market within the company area nearby compound.	Yes
<p>Criterion 6.6 The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance –</p>	GPPOL has a policy in support of freedom of association and collective bargaining, the workforce are members of the Guadalcanal Plains Palm Oil Workers Association (GPPOWA).	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance –</p>	<p>There is a Recognition Agreement between the Union and the management of GPPOL. This is recognition of the existence of the union and the worker’s role. The Agreement is for 24 months from October 2014. Agreement sighted. The Union deals with terminations, bargaining, and re-instatement of members. There were several such cases in 2014. Meetings with the Company are on a needs basis rather than with a structured time frame.</p> <p>The Association was commenced in 2009. There is now a new committee. The Association has been rejuvenated.</p> <p>Past issues which have been highlighted and discussed have been</p> <ul style="list-style-type: none"> • The Associations rejuvenation • Duty Allowances • Danger Allowances • Benefits • Areas employees wish to discuss • Long service employment • PPE • Working conditions <p>The Association is the mechanism to solve disputes, there appears to be no major issues at the moment.</p>	<p>Compliance</p> <p>Yes</p>
<p>Criterion 6.7 Children are not employed or exploited.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.7.1	There shall be documentary evidence that minimum age requirements are met. - Major compliance –	<p>The minimum age for employment at GPPOL is 18 years of age. There appears to be very good recognition of this requirement among managers responsible.</p> <p>Based on document review of list of worker and interview, it was not found workers hired or employed by company less than 18 years old.</p> <p>Smallholders do not use children to work on the blocks on school days, although some may assist on weekends in tasks such as loose fruit collection.</p> <p>Smallholders therefore showed a clear understanding of these requirements and only use school aged children during the longer school holidays, and not weekends</p>	Yes
<p>Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>			
6.8.1	A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance –	The company has policy for equal opportunities “Employee Rights and Equal Opportunities” Rev. 6, dated 07 October 2014	Yes
6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance –	No discriminated was noted during audit, the company has implemented equal opportunity policy.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.8.3	<p>It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.</p> <p>- Minor compliance –</p>	<p>The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.</p> <p>The company is conduct evaluation of workers annually.</p>	Yes
Criterion 6.9			
There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>Policy to prevent sexual harassment and reproduction right in "Domestic Violence and sexual Harrassment", rev. 5, dated 7 October 2014 is displayed at offices and clinic.</p> <p>The company has established "Gender Committee" to prevent and resolve sexual harassment.</p>	Yes
6.9.2	<p>A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>Policy to prevent sexual harassment and reproduction right in "Domestic Violence and sexual Harrassment", rev. 5, dated 7 October 2014 is displayed at offices and clinic.</p> <p>The Company provides breaks for breastfeeding, maternity leave, and transfers female sprayers/mixers that become pregnant to other duties.</p>	Yes
6.9.3	<p>A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce.</p> <p>- Minor compliance –</p>	<p>A Procedures of sexual harassment by identifying type of harassment & report to Gender committee and investigation will be conducted by management team & if found guilty, disciplinary action will be taken</p>	Yes
Criterion 6.10			
Growers and millers deal fairly and transparently with smallholders and other local businesses.			

Criterion / Indicator		Assessment Findings	Compliance
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -	The company has displayed the FFB price in Mill notice board and smallholders able to access the FFB price by phone.	Yes
6.10.2	Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation) - Major compliance -	GPPOL is providing information to smallholders on FFB and fertiliser prices and has provided explanation on the FFB pricing formula. Although displayed at certain points, most smallholders phone GPPOL's Smallholders Affairs staff to find out the price of FFB at any point in time. Based on interview with smallholders, they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.	Yes
6.10.3	Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -	Based on interview with local contractors confirmed that contract understood by them and made fairly, legal and transparent.	Yes
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Evidence of payment is reviewed and it was seen paid timely manner.	Yes
Criterion 6.11			
Growers and millers contribute to local sustainable development where appropriate			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance -	GPPOL is contributing substantially to the Solomon Island's economy, such as payments for wages, royalties/lease payments, taxes and duties, and payments to smallholders, local contractors and suppliers. Much of these payments are directed to the local area. In addition, GPPOL is providing a range of community support (e.g. grading farm access roads, cutting grass at local schools, traditional market, etc), extending its training programs to the community, and is providing medical services to the local community free of charge	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	The company has and continues to make many development contributions to the local area. While some contributions stem from the original negotiations with landowners and government, others are responses to requests as they occur. It may be beneficial, in terms of transparency and fairness, if such requests were treated as part of the process to revise and update the Social Improvement Plan, which should be a systematic process in which social problems are identified and strategies developed, implemented and monitored in consultation (and preferably in partnership) with local stakeholders. GPPOL operates an Smallholders Affairs (SHA) Department that is dedicated to support the small holders who supply fruit to the company's mill	Yes
Criterion 6.12 No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	No any form or trafficked labour was noted during assessment.	Yes
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Major compliance –	Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted.	Yes
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Minor compliance –	The agreement for temporary workers is available and signed by workers. There is no migrant worker.	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.13			
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 (see Criteria 1.2 and 2.1). - Major compliance -	The company has established human rights policy, 2011, its has been communicated to the eorkforce.	Yes
PRINCIPLE 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS (N/A – No any new planting)			
PRINCIPLE 8: COMMITMENT TO CONTINUAL IMPROVEMENT IN KEY AREAS OF ACTIVITY			
Criterion 8.1			
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

	Criterion / Indicator	Assessment Findings	Compliance
8.1.1	<p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base; <p>- Major compliance –</p>	<p>A continuous improvement plan has been prepared and internal audit conducted to identify environmental and social activities, such as:</p> <ul style="list-style-type: none"> - Applied EFB as fertilizer, fibre and shell are burned in boiler for electricity. - Planting beneficial plant (cassia Tora) host plant for natural predator. - Supporting scheme smallholders for local communities surrounding company area. - Maintenance compound. - Remaining buffer zone along the river and border when replanting conducted. - Etc. 	Yes

3.2 Progress against Time Bound Plan

Name of company	Name of Mill	Location	Supply Base		Time Bound Plan	Target Year for RSPO
Guadalcanal Plains Palm Oil Ltd	GPPOL Palm Oil Mill	Guadalcanal Plains, Guadalcanal Province, Solomon Islands	- Tetere estate - Ngalmibu estate	- Mbalisuna estate - Smallholder Group	2011	Certified March 2011
Poliamba Ltd	Poliamba Palm oil Mill	Poliamba, Kavieng, New Ireland Province, Papua New Guinea (PNG)	- Kara estate - West Coast estate - Nalik estate	- Noatsi estate - Madak estate - Smallholders Group	2012	Certified March 2012
RAIL	Gusap POM	Lae, Morobe Province, Papua New Guinea (PNG)	- Gusap East estate - Gusap West estate - Surinam estate - Dumpu estate	- Ngaru estate - J Estate - Smallholders Group	2010	Certified August 2010
Higaturu	Sangara POM, Sumbiripa POM and Mamba POM	Oro Province, Papua New Guinea (PNG)	- Embi estate - Ambogo estate - Sangara estate	- Sumbiripa estate - Mamba estate - Smallholders Group	2013	Certified February 2013
Milne Bay	Hagita POM	Hagita, Milne Bay Province, PNG	- Giligili estate - Hagita estate - Waigani estate - Sagarai estate	- Padipadi estate - Mariawatte estate - Smallholders Group	2013	Certified January 2013
NPBOL	Mosa POM, Kumbango POM, Numundo POM, Kapiura POM and Waraston POM	Mosa, West New Britain, Papua New Guinea (PNG)	- Bebere estate - Kumbango estate - Togulo estate - Dami/Waisisi estate - Kautu estate - Kaurasu/Moroea estate - Bilomi/Loata estate - Haelia estate - Garu estate - Daliavu estate	- Sapuri estate - Malilimi estate - Rigula estate - Numundo estate - Navarai/Karato ME estate - Vol/Lot/Nat/Gor ME estate - Lolokoru estate - Silovuti estate - Smallholders Group	2008	Certified 2008.

All companies under New Britain Palm Oil (NPBOL) have been certified including their smallholders.

3.3. Details of findings

3.3.1. Review of previous assessment finding.

3.3.1.1. Major Nonconformities

No major NC was raised in previous assessment

3.3.1.2. Minor Nonconformities

Ref	Area/Process	Clause
454327-1	RSPO P & C, SI-NIWG, 2010 Principle 5. Environmental responsibility and conservation of natural resources and biodiversity	5.2.5
Scope	SPO 555359	
Details:	In the area near the Metapone River there is evidence of illegal gardens being planted in the established buffer zone. There are signs however these are not clear and do not identify GPPOL as the authority.	
Requirements:	Evidence of a commitment to discourage any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.	
Objective Evidence:	Field visit	
Actions:	The company has taken action: <ul style="list-style-type: none"> - Awareness drive was initiated to educate local communities with the intent and purpose of the proposed buffer zone along the river bank. - Old tractor tyres used as sign board and dug into the ground and cemented in after numerous tyres were removed when they were just dug into the soil. - Some of areas were planted and the rest has been natural regeneration along the waterways. - Some of the old palm trees along the buffer zones has been marked with red paint to indicate the buffer area 	
Closed?:	Yes	

Ref	Area/Process	Clause
454327-2	RSPO P & C, SI-NIWG, 2010 Principle 5. Environmental responsibility and conservation of natural resources and biodiversity	5.3.2
Scope	SPO 555359	
Details:	There is a leaking Septic in Mbalisuna housing compound which appears to have been leaking for some time. This is in the housing areas and is quite widespread. It has spread across the road and as evidence of algae growing in it and action as not yet taken to clean this area where people live. It is understood there is a major plan to update septic system however this area requires immediate action.	
Requirements:	Evidence of the implementation of a waste management and disposal plan. Including pesticide contaminated waste	
Objective Evidence:	Field visit	
Actions:	During filed visit, it was found that soak pits and septic tanks were maintained and no leaks were observed	
Closed?:	Yes	

3.3.1.2. Observation was raised in previous assessment

Type	Area/Process	Clause
Observations	RSPO P & C, SI-NIWG, 2010 Principle 1. Commitment to Transparency	1.1.1
Details:	There was a verbal request from DEC for a publication in October 2013 and although this was approved immediately the verbal request was not documented as required by the process.	
Action	The company has documented all request information and others, both formally and verbally onto the "Log Book" and it was noted that information request has been responded timely manner	

Type	Area/Process	Clause
Opportunity for improvement	RSPO P & C, SI-NIWG, 2010 Principle 4. Use of appropriate best practices by growers and millers	4.3.5
Details:	If the road maintenance plan is not up to date and is behind for reasons such as broken down road graders the reason for the delay is not being recorded. The road maintenance plan at some estates does not indicate progress against planned road maintenance arrangements. This would help indicate the status of road grading when plant is not available through breakdown and managers can be aware of the status of grading.	
Action	The company able to demonstrate road maintenance programme – along with the progress, e.g. road maintenance program in Mbalisuna estate: graveling, bridge construction (10 units) and culvert (2 units). Progress of road maintenance also is mapped to monitoring of road maintenance progress in field.	

Type	Area/Process	Clause
Observations	RSPO P & C, SI-NIWG, 2010 Principle 4. Use of appropriate best practices by growers and millers	4.7.2
Details:	A number of minor OHS issues requiring attention were observed during this audit including: 1 gas bottle gauge broken, Tertiary treatment plant to be included in the risk register, petrol stored below electrical boards,	
Action	Based on field visit, it was noted that has taken action related these OHS minor issues.	

	Area/Process	Clause
Observations	RSPO P & C, SI-NIWG, 2010 Principle 6. Responsible consideration of employees and of individuals and communities affected by growers and mills	6.3.1
Details:	There is not an effective grievance mechanism in place to capture all nature of concerns by smallholder growers. It was explained that almost all complaints by smallholders were in relation to improper payments for which, there is an IT request form that is filled by the SHA manager authorizing IT to make necessary changes (evidence sighted). However, that system belongs to IT and now the SHA and does not allow for other forms of grievances to be captured when reported to SHA. A grievance from similar to the one operating for GPPOL workers need to be implemented and smallholder growers	
Action	The company has taken action to solve this issue and based on interview with smallholders confirmed that payment is clearly now.	

Type	Area/Process	Clause
Observations	RSPO P & C, SI-NIWG, 2010 Principle 6. Responsible consideration of employees and of individuals and communities affected by growers and mills	6.3.2
Details:	The grievance book is not always updated as the grievance progresses and when a solution is found and the grievance resolved. The grievance does not at times indicate when a matter has been referred to the local police.	
Action	The company has recorded response of grievances, included date of response given.	

Type	Area/Process	Clause
Observations	RSPO P & C, SI-NIWG, 2010 Principle 6. Responsible consideration of employees and of individuals and communities affected by growers and mills	6.10.3
Details:	5 ha block visited had 8 damaged seedlings planted which were supplied by GPPOL. The supplied seedlings were stunted palms which should have been picked up during the many culling stages (monthly and 6 monthly) during the 2 years in the nursery.	
Action	The company has replaced damaged seedling.	

3.3.2. Nonconformities and Observation Was Raised during this surveillance

No any nonconformity was raised during this surveillance

Observation:

Observation	
OBS.	Description
1	<p>RSPO P & C, Generic Standard, 2013 – Indicator 4.7.2:</p> <p>The hazard identified for all operations where its risk were assessed might be consider to further improve its details of activities so all precautions measures are sufficiently applied to the workers as per established procedures.</p>

3.4 Positive Finding

Positive Findings	
PF	Description
1	The company has been improved a number of areas since previous assessment in plantation and mill based on internal audit, management review and eksternal audit, included result of RSPO audit finding.

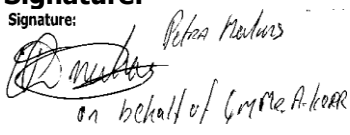
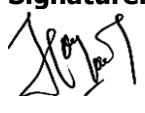
3.5. Issues raised by Stakeholders

Issues raised by Stakeholders			
No.	Stakeholder comments	Company Response	Auditor Finding
1.	Contractor (Guadalcanal Plains Security Servoces): <ul style="list-style-type: none"> - Payments are made fortnightly. - The company has given trained to their employees. - The company supplies the items from their store stock and pays Company. 	The company appreciate comments from GPSS.	Positive comment
2.	Union representative for GPPOL Workers's Association: <ul style="list-style-type: none"> - There is a Recognition Agreement between the Union and the management of GPPOL. - Meeting with the company is conducted regularly. - Decrease employment turnover. - The company preparing good facilities for employees. 	The company appreciate comments from Union representative.	Positive comment
3.	Women representative: <ul style="list-style-type: none"> - No any major issues related gender was noted. - No pregnant and breastfeeding women working involved with pesticides. 	The company appreciate comments from women representative	Positive comment

3.6 Status of Non Conformities

Reference	Category	Issued	Closed
NC No.1	Major	14/05/2010	30/05/2010
NC No.2	Minor	14/05/2010	08/12/2011
NC No.3	Minor	14/05/2010	08/12/2011
NC No.4	Minor	14/05/2010	08/12/2011
NC No.5	Minor	14/05/2010	08/12/2011
NC No.6	Minor	14/05/2010	08/12/2011
NC No.7	Minor	14/05/2010	08/12/2011
NC No.8	Major	08/12/2011	15/12/2011
NC No.9	Major	08/12/2012	15/12/2011
NC No.10	Minor	08/12/2012	16/12/2012
NC No.11	Minor	08/12/2012	16/12/2012
NC No.12	Minor	08/12/2012	16/12/2012
NC No.13	Minor	16/12/2012	06/12/2013
NC No.14	Minor	16/12/2012	06/12/2013
NC No.15	Minor	06/12/2013	06/02/2014
NC No.16	Minor	06/12/2013	06/02/2014

Section 4. Acknowledgement of assessment Finding

Acknowledgement of Assessment Findings by client	Report Prepared by
Name: Mr. Andrew Kerr	Name: Haeruddin
Date: 23 rd March 2015	Date: 26 th February 2015
Company name: Guadalcanal Plains Palm Oil Ltd	Company name: PT. BSI Group Indonesia
Title: General Manager	Title: Lead Auditor
Signature:  on behalf of GYM A-KOR	Signature: 

Appendix "A"
RSPO Certificate Details

Guadalcanal Plains Palm oil Ltd
Guadalcanal Province, Solomon Islands

Certificate Number : SPO 555359
Date of Certificate : 18/03/2011
End of certificate : 17/03/2016

Applicable Standard:

RSPO Principles & Criteria: Generic Standard 2013; including RSPO SCCS requirement, November 2014 for CPO Mills (Module D – Identity Preserved)

TETERE OIL MILL AND SUPPLY BASE				
Location Address		Guadalcanal Plains, Guadalcanal Province, Solomon Islands.		
GPS Location		E 101°13.107' – S 09°26.588'		
CPO Tonnage Total		31,853 MT		
PK Tonnage Total		7,786 MT		
PKO Tonnage Total		3,112 MT		
PKE Tonnage total		4,049 MT		
Own estates FFB Tonnage		128,764 MT		
Smallholders FFB Tonnage		12,807 MT		
GPPOL estates	Mature (ha)	Immature (ha)	Total land-use titles (ha)	Annual FFB Production (mt)
Tetere Estate	1,312.00	284.05	2,535.29	32,981
Ngalimibiu Estate	1,972.82	348.80	2,487.85	39,251
Mbalisuna Estate	2,161.80	203.30	2,868.47	56,532
Sub Total	5,446.62	836.15	7,891.61	128,764
Smallholders	964.91	227.02	1,192.00	12,807
TOTAL	6,411.53	1,063.17	9,083.61	141,571

Appendix "B"
RSPO SCCS 2014 – MODULE D (IDENTITY PRESERVED)

Criterion D.3. Documented procedures.			
	Requirement	Evidence	Compliance
3.1	The site shall have written procedures and/or work instructions to ensure implementation of all the elements specified in these requirements. This shall include at minimum the following:		
	a. Complete and up to date procedures covering the implementation of all the elements in these requirements.	<i>Update RSPO SCCS procedure as regulated in the "Supply Chain Management guidelines is available in premises</i>	Yes
	b. The role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site's procedures for the implementation of this standard.	<i>The responsible person in charge to the supply chain system are Mill Manager and General Manager</i>	Yes
3.2	The site shall have documented procedures for receiving and processing certified and non-certified FFBs.	<i>The documented procedures for receiving and processing certified and non-certified FFB are included in the Supply Chain Management Guideline, however no any non certified FFB was received in Tetere Mill.</i>	Yes

Criterion D.4. Purchasing and goods in.			
	Requirement	Evidence	Compliance
4.1	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received	<i>The company has separated FFBs certified and non-certified in the system, however record showing that all FFB received is FFB certified due to the company using "Segregation" model and become IP now, due to new incoming RSPO SCCS standard, 2014.</i>	Yes
4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage	<i>There is no projected over production in Tetere mill.</i>	Yes

Criterion D.5. Record Keeping			
	Requirement	Evidence	Compliance
5.1	The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.	<i>There are records in place which are complete, up to date and accurate for all requirements from receiving FFB certified form estates and smallholders, receiving FFB in mill through weight-bridge system, and dispatch CPO and PK with balancing</i>	Yes

	<i>stock monthly and three monthly basis.</i>	
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Criterion D.6. Processing.

	Requirement	Evidence	Compliance
6.1	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.	<i>The company only produced CPO certified from their certified source and keep segregated during transported and stored.</i>	Yes
6.2	The objective is for 100 % segregated material to be reached.	<i>No any contamination with non certified CPO and PK (100 % produced certified CPO and PK)</i>	Yes

Certified Mill Production in previous year

MILL	CAPACITY	CPO	PK
TETERE (GPPOL)	45 tones/hour	33,752	7,989

Certified FFB received Monthly in previous year

Month	Tetere Estate	Ngalimbiu Estate	Mbalisuna Estate	Smallholders	Total FFB/month
January 2014	3,628	3,933	5,248	921	13,730
February 2014	3,695	3,722	5,479	920	13,816
March 2014	3,455	3,616	5,123	942	13,136
April 2014	1,913	1,406	3,379	586	7,284
May 2014	4,390	5,456	6,406	1,361	17,613
June 2014	3,200	3,894	4,604	1,127	12,825
July 2014	2,866	3,366	4,349	1,107	11,688
August 2014	2,673	3,623	4,442	943	11,681
September 2014	2,211	2,928	3,619	866	9,624
October 2014	2,355	3,683	4,717	795	11,550
November 2014	2,631	3,925	4,319	748	11,623
December 2014	3,126	5,133	5,742	1,025	15,026
TOTAL	36,143	44,685	57,427	11,341	149,596

Sales of CPO and PKO in previous year by E-trace

No.	Date	Buyer's Name	CPO	PKO
1	14/01/2014	Buyer A	3,212.38	215.64
2	21/01/2014	Buyer C		91.22
3	09/02/2014	Buyer K		91.61
4	13/02/2014	Buyer E	2,954.10	204.06
5	01/03/2014	Buyer K		92.18
6	04/03/2014	Buyer C	2,004.57	
7	01/04/2014	Buyer E		91.10
8	15/04/2014	Buyer S		91.81
9	18/04/2014	Buyer F	2,496.36	248.34
10	20/05/2014	Buyer L		92.93
11	25/05/2014	Buyer S	4,171.43	249.22
12	20/06/2014	Nuyer K		92.95
13	27/06/2014	Buyer KG	4,217.65	209.25
14	12/07/2014	Buyer K		93.02
15	31/07/2014	Buyer C		91.79
16	07/08/2014	Buyer V	2,399.30	203.76
17	25/08/2014	Buyer AQ	2,498.18	201.12
18	14/10/2014	Buyer C	3,078.91	253.41
19	11/11/2014	Buyer M	2,402.90	205.87
20	19/11/2014	Buyer K		92.21
21	16/12/2014	Buyer M	2,493.34	203.25
	Total		28,853.99	3,114.74

Note: Buyer's name is under client's confidential disclosure.

Appendix "C"
Audit plan

Date	Time	Description	Haeruddin	Mochtar	Cecilia Benyamin
Saturday, 31/01/2015 –	13.45 – 16.35	Flight Jakarta – Singapore (by GA 830)	√		
	20.25 – 05.00	Flight Singapore – Port Moresby (by Air Niugini PX 393)	√	√	
Sunday, 01/02/2015	10.00 – 13.20	Flight Port Moresby – Honiara (By Air Niugini PX 84)	√	√	√
Monday, 02/02/2015	08.30 – 09.30	Opening Meeting - Presentation by GPPOL - Opening meeting by BSI (including introduction of team members and assessment agenda).	√	√	√
	09.30 – 12.00	Tetere Mill (Document review): Time bound plan, partial certification and general information, RSPO P & C related Mill	√		
		Tetere Mill (Field visit): Worker and staff interviews (OSH, contract, salary), housing complex, clinic, etc),	√		√
		Tetere Mill (Field visit): PPE, safe working environment, walk ways, signs, EFB. POME treatment, emissions, diesel tanks, fire extinguishers, first aiders and boxes, workshop, storage, etc.		√	
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Tetere POM (Document Review) RSPO P & C			√
		Tetere POM (Document Review) RSPO SCCS	√		
		Interview with: Labour union/worker representative and Women Representatif.	√		√
Tuesday, 03/02/2015	08.00 – 12.00	Tetere Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones, etc.	√		
		Tetere Estate: Field Visit Storage, workshop, diesel tanks, landfill, housing complex, and other facilities in line-site, etc.		√	

Date	Time	Description	Haeruddin	Mochtar	Cecilia Benyamin
		Interview with stakeholders: Workers (Spraying team and harvester team)	√		√
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Tetere Estate: Document Review		√	
		Interview with stakeholders: Contractor and local communities.	√		√
Wednesday, 04/02/2015	08.00 – 12.00	Tetere Estate: Document Review (Continued)		√	
		Interview with Smallholders: 8 members of smallholders	√		√
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Mbalisuna Estate: Field Visit Storage, workshop, diesel tanks, landfill, housing complex, and other facilities in line-site.		√	
		Field Visit: sampling 2 blocks smallholders plantation.	√		√
Thursday, 05/02/2015	08.00 – 12.00	Mbalisuna Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones, etc. (Continued) + Document review	√		
		Mbalisuna Estate: Document Review		√	
		Interview with Smallholders: 7 members of smallholders			√
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Mbalisuna Estate: Document Review (Continued)		√	
		Field Visit: Sampling 2 blocks of smallholders plantation	√		√
Friday, 06/02/2015	08.00 – 12.00	Preparing report for closing meeting.	√	√	√
	12.00 – 14.00	Lunch			
	14.00 – 15.00	Closing Meeting	√	√	√
Saturday, 07/02/2015	07.00 -	Travelling to Honiara Airport	√	√	√
	10.10	Flight Honiara – Port Moresby	√	√	√

Samplings taken are based on RSPO formula: $0.8\sqrt{n}$ where n is number of Units:

- 2 estates (Tetere estate and Mbalisuna estate)
- 15 smallholders interview
- 4 blocks smallholder plantation

Appendix "D"
Stakeholders Contacted and Interviewed

No.	Stakeholders	Number of interviewed
1.	Contractor (GPSS)	5
2.	Women representative	3
3.	Labour Union (GPPOL Worker's Association)	1
4.	Clinic - Docter	1
5.	Clinic - Staff	1
6.	HRD	1
7.	Landowner Association ((Guadalcanal Plains Resource Development Association)	2
8.	Sprayer and chemical Mixer	3
9.	Workers	16

***Appendix "E"
Abbreviation used***

BOD	Biological Oxygen Demand
BSI	British Standard Institution
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FSC	Forestry Stewardship Council
GPPOL	Guadalcanal Plains Palm Oil Limited
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IRCA	International Registration of Certified Auditors
ISO	International Standards Organisation
KER	Kernel Extract Ratio
MSDS	Material Safety Data Sheet
OER	Oil Extract Ratio
OHS	Occupational Health and Safety
PK	Palm Kernel
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
QMS	Quality Management System
RSPO	Rountable Sustainable Palm Oil
RTEs	Rare, Threatened and Endangered Species
SHA	Smallholder Affair
SI-NIWG	Solomon Island - National Interpretation Working Group.
SOP	Standard Operation Procedure