RSPO SCCS Summary Report Revision 1 (Sept/2014)

RSPO – SUPPLY CHAIN CERTIFICATION AUDIT

PT INTI INDOSAWIT SUBUR BUATAN 1 KERNEL CRUSHING PLANT (KCP)

PELALAWAN DISTRICT, RIAU PROVINCE INDONESIA

> Prepared by: Pratama Sedayu PT. BSI Group Indonesia

> > ...making excellence a habit.[™] Page 1 of 25

1. Company Details					
RSPO Membership	1-0022-06-000-00	Date	6 th February	2006	
Number			-		
Company Name	PT Inti Indosawit Subur - Buatan I Kernel Crushing Plant (KCP)				
Address	Head Office:				
	Jalan MH. Thamrin No.31, Jakarta 10	230 – INDON	ESIA		
	Site location:				
	Delik and Pangkalan Kerinci Village, Riau Province - INDONESIA	Bunut Lang	gam District,	Pelalawan Regency,	
Parent	PT Inti Indosawit Subur				
Company/Subsidiary (if applicable)					
Contact Name	Mrs. Asrini Subrata				
Website	www.asianagri.co.id	E-mail	asrini subra	ta@asianagri.com	
Telephone	+62 21 230 1119	Facsimile	+62 21 230	1120	
Location of Certification U	nit				
Name	Location		GPS		
Name	Location	East	ting	Northing	
KCP Buatan I	Delik and Pangkalan Kerinci Village,	0° 26′	04″ E	101° 49′ 30″ N	
	Bunut Langgam District, Pelalawan	an			
	Regency, Riau Province - INDONESIA				
Mill Capacity	130 tonnes/day				

2. Certification Body					
Company Name	BSI Services Sdn Bhd	BSI Services Sdn Bhd			
Certificate No.	No. RSPO- ACC- 019, dated: 31 st (October 2014	(Date of Expiry: 30 th October 2019)		
Address	BSI Services Malaysia Sdn Bhd, B-08-01 (East), Level 8, Block B, PJ8, No.23, Jalan Barat, Seksyen 8, 46050 - Petaling Jaya, Selangor, Malaysia				
Contact Person	Senniah Appalasamy				
Website	www.bsigroup.com	E-mail	senniah.appalasamy@bsigroup.com		
Telephone	+6 03 7960 7801	Facsimile	+6 03 7960 5801		

3. Summary of Assessment

BSI has conducted RSPO Supply Chain Certification assessment of PT Inti Indosawit Subur's – Buatan I Kernel Crushing Plant (KCP). The Buatan I Kernel Crushing Plant is located within Buatan 1 Palm Oil Mill. It is noted that the kernel crushing plant sourced the raw material (palm kernel) from RSPO-certified Buatan I Palm Oil Mill and Buatan II Palm Oil Mill as well as other non-certified palm kernel supplier. Buatan I Palm Oil Mill and Buatan II Palm Oil Mill has been certified against RSPO P&C and RSPO Supply Chain Certification Standard for CPO Mills Module E: Mass Balance.

BSI conducted the assessment process against the requirement of RSPO Supply Chain Certification Standard: 21st November 2014 and RSPO Supply Chain Certification System: 2014. The supply chain module being use is Module



C: Mass Balance. The palm kernel from palm kernel supplier was stored on kernel silos before processed into palm kernel oil and palm kernel expeller. All aspects of the standard have been implemented and recorded. The certification unit demonstrated traceability and record keeping. BSI recommends the certification of Buatan I KCP as a producer of RSPO certified sustainable palm kernel oil and palm kernel expeller.

4. Certification Detail					
Certificate Number	e Number SPO 638911		Date	24/08/20)15
			Start date	24/08/2015	
			End date	23/08/20)15
Scope of Certification	Processing	of Palm Kernel into Palm	Kernel Oil and Pa	alm Kerne	l Expeller at Buatan I
	Kernel Crushing Plant.				
Other Certifications					
Certificate Number		Standard(s)	Certificate Iss	ued by	Expiry Date
ID05/65250		ISO 14001:2004	SGS		10 th June 2017
EU-ISCC-Cert-DE100-20151996		ISCC EU	SGS		2 nd February 2016
ISCC-PLUS-Cert-10015084		ISCC Plus	SGS		2 nd February 2016

5. Report Ba	5. Report Background				
Author	-				
Lead Auditor		Pratama Sedayu			
Certifier Aryo Gustomo		Aryo Gustomo			
Previous aud	its				
		vly operated processing unit as part of PT Inti Indosawit Subur – Buatan This is the initial audit against RSPO SCCS 2014 Module C: Mass Balance.			
Audit Agenda					
Date	Time	Description			
06/07/2015	10.00 - 11.00	 Opening Meeting Presentation by the KCP/Mill manager (Supply Chain related to the PK supplied to the facility). Presentation by Audit team leader and confirmation of assessment scope. Finalize Audit schedule. Other business 			
	11.00 - 12.00	Document review Top Management Interview – Business overview/Functions/Organization structure 5.1 General Requirements			
	12.00 - 14.00	Break/Lunch/Pray			
	14.00 – 16.00	 KCP Buatan 1 Office: Document review 5. General Chain of Custody System Requirements of the supply chain 5.2 Supply Chain Model 5.3 Documented Procedures 5.4 Purchasing and Goods In 5.5 Outsourcing activities 5.6 Sales and Goods Out 5.7Registration of Transaction 5.8 Training 			

5.9 Record keeping 5.10 Conversion factor 5.11Claims 5.12 Complaints 5.13 Management Review 07/07/2015 08.00 – 10.00 Site Visit at Buatan 1 Kernel Crushing Plant, inspection of processing, workers interview, on site record inspection, etc. 11.00 – 12.00 Document review:			
5.11Claims 5.12 Complaints 5.13 Management Review 07/07/2015 08.00 – 10.00 Site Visit at Buatan 1 Kernel Crushing Plant, inspection of processing, workers interview, on site record inspection, etc.			
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workers interview, on site record inspection, etc.			
11.00 – 12.00 Document review:			
Review of Supply Chain Module C: Mass Balance			
	C1. Definition		
C2. Supply Chain Requirements			
C3. Processing			
C4. Continuous Accounting System			
C5. Fixed Inventory Period			
C6. Conversion Ratios			
C7. Yield Schemes			
12.00 – 14.00 Break/Lunch/Pray			
14.00 – 15.00 Continue Document review:			
Review of Supply Chain Module C: Mass Balance			
C1. Definition			
C2. Supply Chain Requirements			
C3. Processing			
C4. Continuous Accounting System			
C5. Fixed Inventory Period			
C6. Conversion Ratios			
C7. Yield Schemes			
15.00 – 16.00 Report Preparation			
16.00 – 17.00 Closing Meeting			
	Overview of Palm Kernel processing in KCP		
	Supply chain procedures		
Record of PK Incoming			
Record of PKO and PKE produced			
Delivery Order of PKO			
Invoice and export documents			
Name and Affiliation of Welly Pardede Director PT Inti Indosawit Subur			
managements consulted Parnel Saragih Manager Buatan 1 POM/KCP			
Yakop Panjaitan Assisstant Buatan 1 POM/KCP			
Supriono Administration Staff Buatan 1			
POM/KCP			
Ari Azhari Harahap Sustainability RO			
Irwan Indra Saputra Sustainability Buatan I POM/KC			
Mulyadi KCP operator			
Musrita Weighbridge operator			



6. Sco	ре				
Scope o	f Certification		el into Palm Kernel Oil and Palm Kernel Exp	eller at Buatan I	
		Kernel Crushing Plant.			
Ota a da a	The supply chain model used by Buatan 1 Kernel Crushing Plant is Mass Balance.				
			nt is implementing DCDO Supply Chain Cartifi	antion Chandards	
			Int is implementing RSPO Supply Chain Certific Suatan 1 Kernel Crushing Plant is Module C: M		
	indei 2014. The sup	ipiy chain model used by b	datan 1 Kemer Crushing Flant is Module C. M		
7. Asse	essment Finding:				
		s Management System			
			thin Buatan 1 Palm Oil Mill (POM). Basically	Buatan	
			ment structure. The responsible person in cha	arge to	
		is Mill Manager and Genera			
			ted 21 st April 2015. The mass balance supply		
			is because Buatan I KCP is receiving palm	kernel	
	outside, non-certifie		d from nolm kornol cilo. Dolm kornol roccivo	d from	
			d from palm kernel silo. Palm kernel received rnel silo. The processing of palm kernel into		
			dicated documentation system.		
			E product is stored in bulk at dedicated wareh	ouse.	
	Require		Evidence	Compliance	
GENERA	AL SUPPLY CHAIN				
Criterio	n 5.1. Applicability	y of the General Chain o	f Custody Requirements for the Supply	Chain	
5.1.1		of Custody requirements	The site, Buatan I KCP is a certification	Yes	
		bly Chain Standard shall	unit under PT Inti Indosawit Subur –		
		anization throughout the	Buatan Group.		
	physically hand	akes legal ownership and les RSPO Certified	Establishment act based on Akta Perseroan Terbatas No.328, oleh Notaris		
		m products at a location	Misahardi Wilamarta SH., date of		
		of the organization	establishment 26 th April 1983.		
		ed contractors. After the	The site demonstrates the organization		
		nufacturer there is no	structure of Buatan I POM, chaired by Mill		
	further requiremen	t for certification.	Manager. Another chart is "Struktur		
			Organisasi Stasiun KCP" comprise of		
			Technical Controller, mill manager,		
			process assistant, workshop assistant,		
			KCP operators and KCP mechanic.		
			Based on the said documents; Buatan I		
			Palm Oil Mill, Buatan II Palm Oil Mill and		
			Buatan I KCP are under same entity, PT Inti Indosawit Subur – Buatan Group.		
			Buatan I KCP is located under the same		
			location and management of Buatan I		
			Palm Oil Mill.		
			PT Inti Indosawit Subur – Buatan I KCP		
			has not provided any procedure related to		
			supply chain and traceability.		
			PT IIS is able to demonstrate letter "Surat		

Badan Koordinasi Penanaman Modal tentang Izin Prinsip Perluasan Penanaman Modal No.10/1/IP/II/PMDN//2013 dated 11 th June 2013. The letter related to permit to extend the business scope as principal approval for Buatan I is 34,710 tons of CPKO and 41,730 tons of PKE. PT IIS is able to demonstrate the letter from "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perijinan Terpadu No.137/BPMP2T/IMB/2015/87 tentang Izin Mendirikan Penanaman Modal & Pelayanan Perijinan Terpadu" dated 27 th May 2015.
PT IIS – Buatan I KCP is receiving the raw material (Palm Kernel/PK) from Buatan I POM, Buatan II POM and PT Teguh Karsa Wanalestari. Supply of raw material from Buatan I POM and Buatan II POM is graded as RSPO certified MB. Raw material from PT Teguh Karsa Wanalestari graded as non-certified material.
For the receipt of raw material from PT IIS – Buatan I POM, Buatan I KCP is direct transfer. Status of raw material (PK) is RSPO Mass Balance (MB). For the receipt of raw material from PT IIS – Buatan II POM into Buatan I KCP is using Transfer stock document. Sample seen: Transfer Stock PT Inti Indosawit Subur No.06303/DN10/13/15 from PT Inti Indosawit Subur – PMKS Buatan II into PT Inti Indosawit Subur Buatan I KCP, for 200,000 kg Palm Kernel dated 22 nd June 2015; Transfer Stock PT Inti Indosawit Subur No.06302/DN10/13/15 from PT Inti Indosawit Subur – PMKS Buatan II into PT Inti Indosawit Subur – PMKS Buatan II into PT Inti Indosawit Subur – PMKS Buatan II into PT Inti Indosawit Subur Buatan I KCP, for 150,000 kg Palm Kernel dated 17 th June 2015;
Buatan 1 KCP is able to show agreement with PT Teguh Karsa Wanalestari. "Kontrak Penjualan No.06502/C/24/14/15" for purchase of palm kernel 300,000 kg – dated 24 th June

		2015. PT IIS – Buatan Group also released the Delivery Order for PT Teguh Karsa Wanalestari to send the PK into KCP Buatan 1. Sample seen: Delivery Order No.06501/D/24/13/15 dated 9 th June 2015. The quantity mentioned is 150,000 kg.	
5.1.2	Traders and distributors require a licence obtained from RSPO to sell RSPO certified product but do not themselves require certification. When selling RSPO certified product a licensed trader and/or distributor must pass on the certification number of the product manufacturer and the applicable supply chain model.	Buatan I KCP is not a trader or distributors. This clause is not applicable for the certification unit.	N/A
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	The site, Buatan I KCP is a certification unit under PT Inti Indosawit Subur – Buatan Group. The certification unit is able demonstrates the RSPO member number: No.1-0022-06-000-00 under PT Inti Indosawit Subur (the parent company), since 6 th February 2006. PT Inti Indosawit Subur – Buatan I KCP shows the registration to RSPO etrace portal. Company Name: PT Inti Indosawit Subur – Buatan I KCP; Country: Indonesia; Core product: Palm Oil; Member ID: RSPO_PO1000002758; Member category: Refinery; Date of issue: 6 th July 2015;	Yes
5.1.4	Processing aids do not need to be included within an organization's scope of certification.	Buatan I KCP does not include any processing aid into organization's scope of certification.	Yes
Criterio	n 5.2. Supply Chain Model		
5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	Buatan I KCP is able to demonstrate documents, records and implemented the RSPO Supply Chain Certification Standard under Mass Balance module. Buatan I KCP is processing both sustainable and non-sustainable PK, with separate book keeping. Therefore, the applicable RSPO SCCS for Buatan I KCP is Mass Balance Module. The system implementation kicks off since 21 st April 2015.	Yes

Cuitouio			
5.3.1	n 5.3. Documented Procedures The site shall have written procedures and/or work instructions to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:		
	Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.	Buatan I KCP demonstrates Standard Operating Procedures – Traceability AA- MPM-OP-1400.17.R4. The procedures cover traceability of CPKO from receiving and shipping of CPKO as well as Daily production report KCP production. The procedure also regulates the internal audit by environmental and sustainability head. Traceability records are to be kept for 0 years. Standard Operating Procedure – Book	Yes
		Keeping AA-MPM-OP-1400.18-R3. The procedure explains method to check only certified product received. The book keeping mass balance print on quarterly basis. Head of Environmental and Sustainability will inform to certification body in the case of projected overproduction.	
		Buatan I KCP is also showing SOP Stasiun KCP (Kernel Crushing Plant) explaining all aspects of KCP station from hopper, press machine, sediment tank, oil leaf filter, clean oil tank, CPKO. Buatan I KCP processing capacity is 130 tons/day – in 2 shifts.	
	Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).	Buatan I KCP is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain's general requirement and modular requirement. Training records are available.	Yes
	Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization's procedures for the implementation of this standard.	As per Procedure AA-MPM-OP-1400.17- R4, the responsible person in charge to the supply chain system is Mill Manager and General Manager.	Yes

5.4. Pu	rchasing and goods in		
5.4.1	The receiving site shall ensure that purchases of RSPO certified palm oil and oil palm products are in compliance with the following:		
	The site shall have documentation that demonstrates that purchases are made to the material category agreed with their supplier (IP, SG, MB) (e.g. specified in purchase orders, contracts, material specifications).	Buatan I KCP shows procedure Traceability AA-MPM-OP-1400.17-R4 – section 6.0 indicating the Acceptance of raw material (PK) must accompanied with "Surat Pengantar Barang and Weighbridge card" from PK supplier. The documents must indicate the material category. The procedure comes into implementation as of 21 st April 2015. Budget for PK to be received available for January-December 2015. Up to audit date, Buatan I KCP has not received, produced and sold certified/sustainable CPKO and/or PKE product. Currently only mass balance record of non-certified/sustainable product available.	Yes
	The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements and Shipping Confirmations on the RSPO IT platform on the level of each shipment. Refer to section 5.7.1 of this document for further guidance.	The method is through check/verification of Buatan I POM RSPO P&C Certificate. Certificate seen: RSPO certificate No.CU- RSPO-813510 issued to PT Inti Indosawit Subur – Pabrik Kelapa Sawit Buatan I, valid until 15 th September 2015. RSPO Certificate No.CU-RSPO-820494 issued to PT Inti Indosawit Subur – Pabrik Kelapa Sawit Buatan II, valid until 15 th September 2015. Mill manager (in this case KCP coordinator), in coordination with Marketing of PT Inti Indosawit Subur monitors and verifies the PK received from Buatan I POM and Buatan II POM.	Yes
	A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (www.rspo.org) at least annually.	The method is through check/verification of Buatan I POM RSPO P&C Certificate. Certificate seen: RSPO certificate No.CU- RSPO-813510 issued to PT Inti Indosawit Subur – Pabrik Kelapa Sawit Buatan I, valid until 15 th September 2015. RSPO Certificate No.CU-RSPO-820494 issued to PT Inti Indosawit Subur – Pabrik Kelapa Sawit Buatan II, valid until 15 th September 2015.	Yes



5.4.2	The site shall have a mechanism in place for handling non-conforming material and/or documents.	The site is able to demonstrate a mechanism to handle non-conforming material and/or documents. The mechanism requires the unit management to report to marketing department.	Yes
	sourcing activities		8//4
5.5.1	In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard.	Buatan I KCP performs all the activity to process PK into PKO and PKE at their own premise. No outsourcing activity performed. It is verified during field visit that the site does not have outsourcing activity. All activity since PK receiving, PK processing and palm kernel product delivery conducted by management at Buatan I KCP.	N/A
	This requirement should not apply to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the organization (not the tank farm manager).	N/A (No Outsourcing)	
5.5.2	Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following	N/A (No Outsourcing)	N/A
	a. The site has legal ownership of all input material to be included in outsourced processes;	N/A (No Outsourcing)	N/A
	b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.	N/A (No Outsourcing)	N/A
	c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.	N/A (No Outsourcing)	N/A
	d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged	N/A (No Outsourcing)	N/A



5.5.3	 provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance. The site shall record the names and contact details of all contractors used for the processing or production of RSPO certified materials. 	N/A (No Outsourcing)	N/A
5.5.4	The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or production of RSPO certified materials.	N/A (No Outsourcing)	N/A
5.6.1	The organization shall ensure that the following minimum information for RSPO certified products is made available in	Buatan I KCP shows SOP Traceability AA- MPM-OP-1400.7.R4, section 6.2 indicating the Marketing manager creates Delivery	Yes
	 document form. Information must be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation): The name and address of the buyer. The name and address of the seller; The loading or delivery date; The date on which the documents were issued; A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); The quantity of the products delivered; Any related transport documentation; Supply chain certificate number; A unique identification number 	Order (DO) with information: name and address of production unit, name and address of buyer, contract number, type of product transportation (air, land, sea), type of product CPKO certified or non certified, quantity of product sold, CPKO certified or non certified in MT, date of shipping, product quality specification CPKO (FFA, water content, dirt content, etc.), Supply chain model (Mass Balance). At KCP site, weighbridge operator will printed out CPKO weighbridge card, based on DO from marketing indicating: Type of commodity, CPKO certified or non certified; country of origin: Indonesia; Supply Chain model: (Mass Balance); Certificate number of the KCP; date of delivery, Product quality specification (moisture, FFA, dirt); Contract number/DO number; Quantity, Transport detail (driver name, vehicle number); Buyer address; The DO indicate address of seller, address of buyer, loading date. Supply chain certificate number and unique identification number has not been indicated prior to certification awarding.	

5.7. Re	gistration of transactions		
5.7.1	 Supply chain actors who: are supply chain actors between the mill and final refinery; take legal ownership and physically handle RSPO Certified Sustainable oil palm products; and are part of the supply chain of RSPO Certified Sustainable oil palm products must register their transaction in the RSPO IT platform at the time of physical shipment as required by the rules set by RSPO. 	PT Inti Indosawit Subur – Buatan I KCP shows the registration to RSPO etrace portal. Company Name: PT Inti Indosawit Subur – Buatan I KCP; Country: Indonesia; Core product: Palm Oil; Member ID: RSPO_PO1000002758; Member category: Refinery; Date of issue: 6 th July 2015; Trading conducted in eTrace will be reviewed during surveillance assessment.	Yes
5.8. Tra	ining		
5.8.1	The organization shall have a defined training plan, which is subject to on-going review and is supported by records of the training provided to staff.	Buatan I KCP is able to demonstrate training programme for Supply Chain, Traceability and Training for KCP operator. The training plan is documented under "Program Pelatihan Environmental & Sustainability Tahun 2015 – PT Inti Indosawit Subur PMKS Buatan I". Training plan for Supply chain, traceability and mass balance prepared for 13th April. Training record shows Supply chain, traceability and mass balance training carried out in 15 th April 2015, attended by 4 production overseer, weighbridge operator and dispatch officer. Training plan for KCP operator planned for 13 th April 2015. Actual training carried out in 15 th April 2015, attended by 8 operators, maintenance and dump truck drivers.	Yes
5.8.2	Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification system. Training shall be specific and relevant to the task(s) performed.	Training record shows Supply chain, traceability and mass balance training carried out in 15 th April 2015, attended by 4 production overseer, weighbridge operator and dispatch officer. Musrita Hati and Gunawati Sembiring, weighbridge operators joined training on traceability, mass balance and supply chain on 15 th April 2015. Training plan for KCP operator planned for 13 th April 2015. Actual training carried out in 15 th April 2015, attended by 8 operators, maintenance and dump truck drivers. Jhoni Siburian, KCP operator received training for KCP operator (SOP,	Yes

		work instruction, etc.) on 15 th April 2015.	
59 Pe	cord Keeping		
5.9.1	The site shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements.	 Based on document and record review, Buatan I KCP is able to demonstrate complete sets of records. Record seen: Mass Balance CPKO 2015; Book Keeping – Mass Balance – CPKO period of April up to June 2015; Rekapitulasi Pengiriman CPKO/PKE harian PT Inti Indosawit Subur – Buatan I period May 2015; Kartu Timbangan PK (PK received); Kartu Timbangan CPKO (CPKO sales/dispatch); Kartu Timbangan PKE (PKE sales/dispatch); 	Yes
5.9.2	Retention times for all records and reports shall be a minimum of two (2) years and must comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.	Procedure Traceability AA-MPM-OP- 1400.17-R4 stated the retention time for all record and report related to traceability to be kept for 10 years.	Yes
5.9.3	The organization must keep an up to date record of the volume of RSPO certified oil palm products purchased and claimed over a specified period.	 Procedure Traceability AA-MPM-OP- 1400.17-R4 stated the retention time for all record and report related to traceability to be kept for 10 years. System implemented since 21st April 2015, record will be kept for 10 years. Up to audit date, Buatan I KCP has not produce and sold certified/sustainable CPKO and/or PKE product. Currently only mass balance record of non- certified/sustainable product available. 	Yes
5.10. C 5.10.1	Where applicable a conversion rate must be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which must be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org). This is in particular relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical	Buatan I KCP is setting the budget for conversion from PK into CPKO rate at 44%. Buatan I KCP is setting the budget for conversion from PK into PKE rate at 56.5%. The rate is slightly lower compared to RSPO Conversion rate for PK into PKO and PKE is 45% : 55%. The actual conversion ratio is monitored on daily basis through laboratory reports. Buatan I KCP is able to demonstrate the work instruction for analysis of oil content.	N/A

	and personal care industries. The guidance document for oleochemicals is available on the RSPO website (www.rspo.org).	Sample seen: Losses dan Kualitas CPKO, on 13 th June 2015, oil content/extraction rate CPKO is 48.05% - average for the June is 43.97%. Losses dan Kualitas CPKO, on 7 th May 2015, oil content/extraction rate CPKO is 45.81% - average for the May is 44.13%.	
5.10.2	Conversion rates shall be periodically tested to ensure accuracy against actual performance or industry average if appropriate.	Buatan I KCP is setting the budget for conversion from PK into CPKO rate at 44%. Buatan I KCP is setting the budget for conversion from PK into PKE rate at 56.5%. The rate is slightly lower compared to RSPO Conversion rate for PK into PKO and PKE is 45% : 55%. The actual conversion ratio is monitored on daily basis through laboratory reports. Buatan I KCP is able to demonstrate the work instruction for analysis of oil content. The analysis results are compared against the daily production report. Sample seen: Losses dan Kualitas CPKO, on 13 th June 2015, oil content/extraction rate CPKO is 48.05% - average for the June is 43.97%. LHP (daily production report) states OER 44.07%; Losses dan Kualitas CPKO, on 7 th May 2015, oil content/extraction rate CPKO is 45.81% - average for the May is 44.13%. LHP (daily production report) states OER 44.29%;	N/A
5.11. C	aims		
5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO rules on communications and claims	Buatan 1 KCP did not make claims regarding the use of support of RPSO certified oil palm products. Buatan I KCP is not selling end-product.	Yes
	omplaints		
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	Buatan 1 KCP provided procedure AA-GL- 5.08-R1 related to information request from stakeholders to resolving stakeholder complaints. Up to audit date, Buatan I KCP has not produce and sold certified/sustainable CPKO and/or PKE product. Currently only	Yes

		certified/sustainable product available.	
513 M	anagement Review		
5.1.3.1	The organization is required to hold management reviews at planned intervals appropriate to the scale and nature of the activities undertaken	The procedure cover Management Review of the supply chain standard is done together with The Environment Management System review on an annual basis. However, there is no Management Review Plan in interval basis.	Yes
5.13.2	 The input to management review shall include information on: Results of audits Customer feedback Process performance and product conformity Status of preventive and corrective actions Follow-up actions from management reviews. Changes that could affect the management system. Recommendations for improvement. 	 Management review carried out on 29th June 2015. Management review shall include information on: Results of audits: Internal audit result dated 22nd June 2015. Customer feedback: Waiting at the date of management review, customer feedback received on 6th July 2015; Process performance and product conformity: Based on internal audit; Status of preventive and corrective actions: available; Follow-up actions from management reviews: The management review dated 29th June 2015 is the initial management review for RSPO SCCS in Buatan I KCP; Changes that could affect the management system: Implementation of RSPO SCCS in the system; Recommendations for improvement: Noted in the minutes of meeting such as follow up and verification of LHP against three-monthly report; 	Yes
5.13.3	 The output from the management review shall include any decisions and actions related to: Improvement of the effectiveness of the management system and its processes Resource needs. 	 Management review output: Improvement of the effectiveness of the management system and its processes Resource needs: further training for use of machinery in KCP. 	Yes
	E C. MASS BALANCE		
C.1.1 Def		DT IIC Buston I VCD is reaching the	Yes
C.1.1	The Mass Balance (MB) supply chain model administratively monitors the trade of RSPO certified oil palm products throughout the entire supply chain, as a driver for mainstream trade in sustainable palm oil. MB can only be operated at site level (mass balance credits cannot be transferred from site to site).	PT IIS – Buatan I KCP is receiving the raw material (Palm Kernel/PK) from Buatan I POM, Buatan II POM and PT Teguh Karsa Wanalestari. Supply of raw material from Buatan I POM and Buatan II POM is graded as RSPO certified MB. Raw material from PT Teguh Karsa Wanalestari graded as non-certified material.	105



	The Mass Balance supply chain model allows each participant within the supply chain to demonstrate their commitment to sustainable palm oil production and to actively promote the trading of RSPO certified palm oil. The Mass Balance system allows for mixing of RSPO and non-RSPO certified palm oil at any stage in the supply chain provided that overall site quantities are controlled.	Buatan I KCP is able to demonstrate documents, records and implemented the RSPO Supply Chain Certification Standard under Mass Balance module. Buatan I KCP is processing both sustainable and non-sustainable PK, with separate book keeping. Therefore, the applicable RSPO SCCS for Buatan I KCP is Mass Balance Module. The system implementation kicks off since 21 st April 2015.	
	pply Chain Requirements		
C.2.1	The basis of the supply chain requirements for Mass Balance will consist of reconciliation between the quantity of RSPO material bought and the quantity of RSPO material sold. This includes control of purchases and sales of RSPO certified palm oil and its derivatives which will be independently verified. There are no requirements for separate storing or controls in the production process.	Buatan I KCP is able to demonstrate documents, records and implemented the RSPO Supply Chain Certification Standard under Mass Balance module. Buatan I KCP is processing both sustainable and non-sustainable PK, with separate book keeping. Therefore, the applicable RSPO SCCS for Buatan I KCP is Mass Balance Module.	Yes
		The system implementation kicks off since 21 st April 2015.	
A.3.2	The objective is for 100% identity preserved (IP) material to be reached.	All PK comes from certified mills. There is no non-certified material being used in the process. PKO product is stored in a dedicated tank, but this is MB certified.	Yes
C.3. Pro	ocessing		
C.3.1	The site shall ensure that the quantity of physical RSPO mass balance material inputs and outputs (volume or weight) at the physical site are monitored.	Buatan I KCP is implementing continuous accounting system. Buatan I KCP has a system to monitor the input (PK) and output (CPKO and PKE sales) on real-time basis. The monitoring system demonstrated is through "Laporan Harian Pabrik" – daily KCP report. The daily KCP report explains PK quantity received (from sustainable and non- sustainable source), status of PK received, balance stock of PK. The daily report also explains the CPKO and PKE production (divided sustainable and non-sustainable product), quality parameter of CPKO and PKE. The daily KCP report explains the delivery of CPKO and PKE (divided sustainable and non-sustainable). These reports are verified and acknowledge by manager. Sample record seen:	Yes

		Kartu Timbangan No.C215200217 dated 13 th June 2015, PK non certified 21.9 tons	
		from Buatan II POM;	
		LHP 13 th June 2015 stated PK received 21.9 tons from Buatan II POM and 64.6	
		tons from Buatan I POM – as non- certified. LHP stated PK processed 81.1	
		tons, CPKO production 35.7 tons, PKE	
		production 47.5 tons – as non-certified. CPKO stock 129.9 tons, PKE stock 89.95	
		tons – as non-certified. LHP 13 th June	
		2015 stated sales of CPKO 27.9 tons and sales of PKE 47.4 tons – as non-certified.	
		Delivery Order No.6001/D/10/15/15 for	
		PKE. Kartu Timbangan No.C515200073 dated 13 th June 2015, PKE non certified	
		25.9 tons from Buatan I KCP to PT GAI. Delivery Order No.6001/DN10/14/15 for	
		CPKO. Kartu Timbangan No.C415200047	
		dated 13 th June 2015, CPKO non certified 27.9 tons to PT. SDS.	
C.3.2	The site shall ensure that the output of	In order to prevent over-sales, Buatan I	Yes
	RSPO mass balance material supplied to customers from the physical site does not	KCP is implementing continuous accounting system and fixed inventory	
	exceed the input of RSPO certified material received at the physical site, using either a	period. Continuous accounting system through daily KCP report monitors the	
	continuous accounting system or a fixed	material balance on real-time basis. While	
	inventory period.	fixed inventory period was in use to control the material balance on three-	
		monthly basis.	
		Buatan I KCP has a system to monitor the	
		input (PK) and output (CPKO and PKE sales) on real-time basis. The monitoring	
		system demonstrated is through "Laporan	
		Harian Pabrik" – daily KCP report. The daily KCP report explains PK quantity	
		received (from sustainable and non-	
		sustainable source), status of PK received, balance stock of PK, CPKO and PKE	
		production (divided sustainable and non-	
		sustainable product), quality parameter of CPKO and PKE and the delivery of CPKO	
		and PKE (divided sustainable and non- sustainable).	
		These reports are verified and	
		acknowledge by manager.	
		Buatan I KCP is also implementing fixed	
		inventory period. Buatan I KCP has a	

		27.9 tons to PT. SDS.	
C.4.2	balance material inputs and outputs at the physical site are monitored on a real-time basis.	output (CPKO and PKE sales) on real-time basis. The monitoring system demonstrated is through "Laporan Harian Pabrik" – daily KCP report. The daily KCP report explains PK quantity received (from sustainable and non-sustainable source), status of PK received, balance stock of PK. The daily report also explains the CPKO and PKE production (divided sustainable and non-sustainable product), quality parameter of CPKO and PKE. The daily KCP report explains the delivery of CPKO and PKE (divided sustainable and non-sustainable). These reports are verified and acknowledge by manager. Sample record seen: Kartu Timbangan No.C215200217 dated 13 th June 2015, PK non certified 21.9 tons from Buatan II POM; LHP 13 th June 2015 stated PK received 21.9 tons from Buatan II POM and 64.6 tons from Buatan I POM – as non- certified. LHP stated PK processed 81.1 tons, CPKO production 35.7 tons, PKE production 47.5 tons – as non-certified. CPKO stock 129.9 tons, PKE stock 89.95 tons – as non-certified. LHP 13 th June 2015 stated sales of CPKO 27.9 tons and sales of PKE 47.4 tons – as non-certified. Delivery Order No.6001/D/10/15/15 for PKE. Kartu Timbangan No.C515200073 dated 13 th June 2015, PKE non certified 25.9 tons from Buatan I KCP to PT GAI. Delivery Order No.6001/DN10/14/15 for CPKO. Kartu Timbangan No.C415200047 dated 13 th June 2015, CPKO non certified 27.9 tons to PT. SDS.	
C.4.1 C.4.1	ntinuous accounting system Where a continuous accounting system is in operation, the organization shall ensure that the quantity of physical RSPO mass	Buatan I KCP is implementing continuous accounting system. Buatan I KCP has a system to monitor the input (PK) and	Yes
0.4.0-			
		system to mass balancing the inputs and output through three monthly reporting called "book keeping". The three monthly reports is based on monthly report, which based on daily KCP report.	



	operation, the organization shall ensure that the material accounting system is never overdrawn. Only RSPO data which has been recorded in the material accounting system shall be allocated to outputs supplied by the organization.	accounting system. Buatan I KCP has a system to monitor the input (PK) and output (CPKO and PKE sales) on real-time basis. The monitoring system demonstrated is through "Laporan Harian Pabrik" – daily KCP report. Marketing and Manager is monitoring the sales/delivery of CPKO and PKE to avoid over selling. In the "Laporan Harian Pabrik" – daily KCP report, the sales/delivery is also divided between RSPO SCCS/ISPO/ISCC accounts to avoid double-booking.	
C.5. Fixe	ed inventory period		
C.5.1	Where a fixed inventory period is in operation, the organization shall ensure that the quantity of RSPO mass balance material inputs and outputs (volume or weight) are balanced within a fixed inventory period which does not exceed 3 (three) months.	Buatan I KCP is also implementing fixed inventory period. Buatan I KCP has a system to mass balancing the inputs and output through three monthly reporting called "book keeping". The three monthly reports is based on monthly report, which based on daily KCP report. Sample: "Mass Balance CPKO per 3 Bulan" period of April – June 2015. In April 2015: "Non sustainable" PK received 690 tons, CPKO produced 267 tons, CPKO sales 93 tons, CPKO balance 174 tons, PKE produced 354 tons, PKE delivery 262 tons, balance 92 tons; In May 2015: "Non sustainable" PK received 2,027 tons, CPKO produced 841 tons, CPKO sales 807 tons, CPKO balance 207 tons, PKE produced 1,080 tons, PKE delivery 1,070 tons, balance 101 tons; In June 2015: "Non sustainable" PK received 2,358 tons, CPKO produced 966 tons, CPKO sales 945 tons, CPKO balance 229 tons; PKE produced 1,286 tons, PKE delivery 988 tons, balance 399 tons;	Yes
C.5.2	Where a fixed inventory period is in operation, the organization may overdraw data when there is evidence that RSPO mass balance purchases for delivery within the inventory period cover the RSPO output quantity supplied.	Manager and administrator do understand the system. No overdrawn at the end of three monthly periods. Up to audit date, Buatan I KCP has not produce and sold certified/sustainable CPKO and/or PKE product.	Yes
C.5.3	Where a fixed inventory period is in	Manager and administrator do understand	Yes

...making excellence a habit."



	operation, unused credits can be carried	the system. Unused credit will be carrying]
	over and recorded in the material accounting system for the following	over to the next three monthly periods. Sample: In May 2015: "Non sustainable"	
	inventory period.	PK received 2,027 tons, CPKO produced	
		841 tons, CPKO sales 807 tons, CPKO	
		balance 207 tons, the balance 207 carry	
		over into June 2015.	
		Up to audit date, Buatan I KCP has not	
		produce and sold certified/sustainable	
		CPKO and/or PKE product.	
C.5.4	Where a fixed inventory period is in	Manager and administrator do understand	Yes
	operation, the organization shall ensure	the system. No overdrawn at the end of three monthly periods.	
	that the material accounting system is not overdrawn at the time of the inventory.	three monthly periods.	
	Only RSPO data which has been recorded in	Up to audit date, Buatan I KCP has not	
	the material accounting system within the	produce and sold certified/sustainable	
	inventory period (including data carried	CPKO and/or PKE product.	
	over from the previous period as per C.5.3)		
	shall be allocated to outputs supplied within		
C.6. Cor	the inventory period.		
C.6.1	All volumes of palm oil fractions and	Buatan I KCP budget: kernel receiving	Yes
	derivatives that are delivered are deducted	2015 is 29,900 tons. CPKO production	
	from the material accounting system	budgeted at 13,156 tons with conversion	
	according to conversion ratios as set out by	ratio 44%. PKE production budgeted at	
	RSPO (see section 5.10), with the exception of the option detailed in C.6.3.	16,894 tons with conversion ratio 56.5%.	
		Buatan I KCP is setting the budget for	
		conversion from PK into CPKO rate at	
		44%. Buatan I KCP is setting the budget	
		for conversion from PK into PKE rate at	
		56.5%.	
		The rate is slightly lower compared to RSPO Conversion rate for PK into PKO and	
		PKE is 45% : 55%. The actual conversion	
		ratio is monitored on daily basis through	
		laboratory reports. Buatan I KCP is able to	
		demonstrate the work instruction for	
		analysis of oil content.	
		Sample seen: Losses dan Kualitas CPKO, on 13th June	
		Losses dan Kualitas CPKO, on 13th June 2015, oil content/extraction rate CPKO is	
		48.05% - average for the June is 43.97%.	
		Losses dan Kualitas CPKO, on ^{7th} May	
		2015, oil content/extraction rate CPKO is	
		45.81% - average for the May is 44.13%.	
C.6.2	Refining losses are neglected for the sake	Buatan I KCP PKO losses are monitored	Yes
0.0.2	of simplicity in the Mass Balance system.	on daily basis. Buatan I KCP does not take	105
L		and a surge sector successful and a sector take	

		into account losses from extraction	
		process.	
C.6.3	Sites can purchase a certain volume or weight of identity preserved or segregated sustainable palm and palm kernel products and use it to match the sales of equal volumes of palm product derivatives that then carry a Mass Balance claim without requiring a physical or chemical link between the acquired segregated product and the derivative that is sold under mass balance.	At the day of stage 2 audit, Buatan I KCP has not made any sales of certified CPKO and PKE. Buatan I KCP has not made any purchase of sustainable palm kernel products.	Yes
C.6.4	Segregated to Mass Balance Supply Chain Model Yield Scheme Segregated oil palm products 1,000 mt Mass Balance refined oil palm products 1,000 mt Note: Segregated palm oil products cannot be used to offset MB claims on palm kernel products or vice versa. Note: This allocation practice is not permitted within the context of the European Renewable Energy Directive (RED). Refer to the RSPO-RED Standard for EU biofuels.	The downgrade as per Segregated to Mass Balance Supply Chain Model Yield Scheme is not applicable. KCP Buatan I only received mass balance raw material from Buatan I POM and Buatan II POM.	Yes
C.7. Yie	ld Schemes		
C.7.1	Mass Balance Supply Chain Model Yield Scheme: The values shown in the Mass Balance Supply Chain Model below are fixed and cannot be modified. Organizations may use their own actual yields provided these can be justified during the audit.	This mass balance supply chain model yield scheme is not applicable. Buatan I KCP is only processing Palm Kernel (PK) into Crude Palm Kernel Oil (CPKO) and Palm Kernel Expeller (PKE).	Yes





	the Segregated clai Jent derivatives;	m to all
2. Use the	e purchase of segreg	•
	products to offset sale s of specific Mass Bal	
kernel	derivatives (not	necessarily
	from the segregate	d product
acquire	d).	

Record of Raw Material Received 2014 - 2015

Supplier	RSPO Certificate Number	Product	Volume (MT)*
PT Inti Indosawit Subur – Buatan I POM	CU-RSPO-813510	PK	0
PT Inti Indosawit Subur – Buatan II POM	CU-RSPO-820494	PK	0
PT TWKL	None	None	None

*PK received as non-certified

Record of Oil Palm Product Sold 2014 - 2015

Buyer RSPO Certific Number*	Product	Volume (MT)**
None None	None	None

**No sales of certified product

8. Detail of Finding:

No Non conformity was noted during previous assessment and no non conformity was raised during this assessment.

8.1 Previous Assess	ment Finding
NC No.	
Ref. NC. No	
Scope	
Detail	
Requirements	
Objective Evidence	
Action	
Closed?	

9. Status of Non Conformities:			
Reference Category Issued Closed			
-	-	-	-

10. Formal Signing-off of Audit Finding	
Name: Welly Pardede	Name: Pratama Agung Sedayu
Company name: PT Inti Indosawit Subur – Buatan	Company name: BSI Services Sdn Bhd,
Title: Director	Title: Lead Auditor
Date: 7 th July 2015	Date: 7 th July 2015
Signature:	Signature:



Appendix "A" RSPO SCCS Certificate Details

Buatan 1 Kernel Crushing Plant

PT Inti Indosawit Subur – Buatan Group Buatan 1 Palm Oil Mill, Delik and Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province - INDONESIA

Certificate Number	: SPO 638911
Date of Certificate	: 24/08/2015
End of certificate	: 23/08/2020

Applicable Standard: RSPO Supply Chain Certification Standard 2014 - Module C: Mass Balance

BUATAN 1 KERNEL CRUSHING PLANT AND SUPPLY BASE			
Location Address	Delik and Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province - INDONESIA		
GPS Location	0° 26′ 04″ E - 101° 49′ 30″ N		
PKO Tonnage Total	12,323 MT		
PKE Tonnage total	15,061 MT		
PK Tonnage	27,384 MT		

Projection of Raw Material Received 2015 - 2016

Supplier	RSPO Certificate Number	Product	Volume (MT)
PT Inti Indosawit Subur – Buatan I POM	CU-RSPO-813510	PK	14,486.00
PT Inti Indosawit Subur – Buatan II POM	CU-RSPO-820494	РК	12,898.00

Projection of Oil Palm Product Sold 2015 - 2016

Buyer	RSPO Certificate Number	Product	Volume (MT)
None	None	None	None