

**INITIAL ASSESSMENT SUMMARY REPORT
(RSPO – SUPPLY CHAIN CERTIFICATION)****Parent Company:****PT SOCFIN INDONESIA****Certified Site:
SUSOH STORAGE TANKS
PT. SOCFIN INDONESIA****ACEH BARAT DAYA REGENCY, ACEH PROVINCE
INDONESIA**

RSPO SCCS Summary Report
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Section 1. Company Details			
RSPO Membership Number	1-0017-04-000-00	Membership Approval Date	07/12/2004
Parent Company Name	PT. Socfin Indonesia		
Address	Head Office: Jl. K.L Yos Sudarso No. 106 Medan 20115 Sumatera Utara - Indonesia		
Subsidiary of (if applicable)	SOCFIN GROUP (PT. Socfindo and Socfindo SA)		
Single Site / Multi Site / Group	Single Site		
Name and Address of Certified Facility (Certification Unit)	Name of Certified Facility: PT. Socfin Indonesia Susoh Storage Tank Address: Desa Pulau Kayu, Kecamatan Susoh, Kabupaten Aceh Barat Daya, Aceh Province, Indonesia		
Contact Details of Management Representative	Mr. Hasan Bisri K.		
Website	www.socfindo.co.id	E-mail	hasan@socfindo.co.id
Telephone	+62 61 661 6066	Facsimile	+62 61 661 4390

Section 2. Accredited Certification Body Details			
Company Name	BSI Services Malaysia Sdn Bhd.		
Accreditation Certificate Detail	RSPO- ACC – 019 Dated: 31 st October 2014 Date of Expiry: 30 th October 2019		
Address	B-08-01 (East), Level 8, Block B, PJ8, No.23, Jalan Barat, Seksyen 8, 46050 Petaling Jaya, Selangor, Malaysia.		
Contact Detail of Management Representative	Senniah Appal Sammy		
Website	www.bsigroup.com	E-mail	Senniah.appal Sammy@bsigroup.com
Telephone	+603 7960 7801	Facsimile	+603 7960 5801
Affiliate Office			
Company Name	PT. BSI Group Indonesia		
Address	Menara Bidakara 2 - 17th Floor, Unit 5 Jl. Jend. Gatot Subroto Kav. 71-73 Komplek Bidakara, Pancoran Jakarta Selatan 12870 - Indonesia		
Contact Person	Renny Rohjani		
Website	www.bsigroup.com	E-mail	Reny.Rohjani@bsigroup.com
Telephone	+62 21 8379 3174 - 77	Facsimile	+62 21 8379 3287

Section 3. Certification Details and Scope			
Certificate Number	SPO 644674	Date of First Certification	01/12/2015
		Certificate Start Date	01/12/2015
		Certificate Expiry Date	30/11/2020
Scope of Certification	Reception and storage of CSPO and sales into the market		
Version of RSPO SCCS	RSPO SCCS Certification System and Standard, Nov. 2014		

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implemented by operation	
Supply Chain Model (s)	Identity Preserved (IP) and Mass Balance (MB)
Description of operation's management System	<p>The facility has main function as transit point of certified palm oil prior despatching to consumer. All trading, contract and sales are managed by Sales Department. The facility is under legal ownership of PT Socfindo Indonesia (hold valid RSPO membership number). The facility is managed their own documentation and records at site level and provide reports (daily, monthly and three monthly) to head office in Medan. There are responsible personnel for each activity in operation as well as documentation controller. An Organisation structure of Susoh Storage Tank has been developed and understood by each personal and staff.</p> <p>Susoh Storage Tank is commenced in 1959, this facility only receive Certified Sustainable Palm Oil (CSPO) from their Palm Oil Mill, namely Seumanyam and Seunagan POM where both of Palm Oil Mill has been audited RSPO P & C and certificate is in progress now.</p> <p>Seumanyam POM will be produced CSPO with Identity Preserved (IP) supply chain model and Seunagan POM will be produced CSPO with MB supply chain model. This facility using 2 supply chain model; IP and MB.</p> <p>Receive and storage of CSPO from both mill will be separated where CSPO from Seumanyam is dedicated in tank number 1, 3 and 4 and CSPO from Seunagan mill is dedicated in tank number 2.</p>
Assessment Visit	Initial Certification Assessment

Section 4. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
OHS21506	OHSAS 18001	SAI Global	29/01/2016
CEM20621	EMS 14001	SAI Global	10/02/2016

Section 5. Report Background	
Assessment Objective:	
Lead Auditor	Haeruddin Tahir
Certification Review	Mohamed Hidhir

Section 6. On-Site visit itinerary		
Date	Time	The main places and items inspected
Monday, 02/11/2015	14.00 – 14.15	Opening Meeting and Scope confirmation
	14.15 – 17.00	<p>Document Review.</p> <ul style="list-style-type: none"> 5.1 Applicability of requirements to the supply chain. 5.2 Supply chain model. 5.3 Documented procedures. 5.4 Purchasing and goods in 5.5 Out-sourcing activities. 5.6 Sales and Goods out. 5.7 Registration of transactions. 5.8 Training 5.9 Record Keeping 5.10 Conversion Factor

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		5.11 Claim 5.12 Complaints 5.13 Management Review Supply chain model – IP/SG/MB
Tuesday, 03/11/2015	08.00 – 10.00	Field Visit:
	10.00 – 11.00	Preparing Closing meeting
	11.00 – 12.00	Closing Meeting
	12.00 – 13.00	Lunch
	14.00 -	Traveling Site - Meulaboh
Name and Affiliation consulted during the Assessment and participated in the closing meeting.	Hasan Bisri K	Head of Sustainability Department
	Mohd. Novry	Tekniker II
	I Made Yogiarta	Pengurus
	Muzakir	Kepala Instalasi / fasilitas
	P. Sinurat	Tekniker I

Section 7. Summary of Annual RSPO Certified Tonnage of Oil Palm Products Purchased/Reveived.

Supplier	RSPO certificate number	Description of Product	Volume (mt)
N/A (Initial Assessment)			
There is no RSPO Certified Product (PK Certified Product) purchased yet			

Section 8. Summary of Annual RSPO Certified Tonnage of Oil Palm Products Sold.

Buyer	RSPO certificate number	Description Product	Volume (mt)
N/A (Initial Assessment)			
There is no RSPO Certified Product (PK Certified Product) purchased yet			

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Section 9. Summary Report of the Assessment			
General Chain of Custody Requirements for the Supply Chain			
5.1 Applicability of the general chain of custody requirements for the supply chain			
	Requirement	Evidence	Compliance
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer there is no further requirement for certification.	<p>Susoh Storage Tank is a certification unit of PT. Socfin Indonesia (Parent Company SOCFIN GROUP).</p> <p>The facility has main function as transit point of certified palm oil prior despatching to consumer. All trading, contract and sales are managed by sales department. The facility is under legal ownership of PT Socfin Indonesia (hold valid RSPO membership number).</p> <p>The site demonstrates the organization structure of Susoh Storage Tank, chaired by Kepala Instalasi Susoh Storage Tank, comprising of Pump Operator and Boiler Operator</p>	Yes
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.	<p>The facility has main function as transit point of certified palm oil prior despatching to consumer. All trading, contract and sales are managed by sales department, however Susoh Storage Tank has not hold eTrace registration number.</p> <p>Corrective action: The company has registered "Susoh Storage Tank" in e-trace with detail register as follows: Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader</p>	Yes

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		This Major NC was closed out on 17 November 2015	
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	<p>PT Socfin Indonesia held RSPO Membership number: 1-0017-04-000-00 under Socfin Group (PT Socfindo and Socfinco SA) since 7th December 2004, however Susoh Storage Tank has not registered yet on the RSPO IT Paltform.</p> <p>Corrective action: The company has registered "Susoh Storage Tank" in e-trace with detail register as follows: Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader</p> <p>This Major NC was closed out on 17 November 2015</p>	Yes
5.1.4	Processing aids do not need to be included within an organization's scope of certification.	N/A (No processing aid within Susoh Storage Tank)	N/A
5.2 Supply chain model			
5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/ downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	<p>Susoh Storage Tank has a procedure SOC/PSM/9.12, update on 29th October 2015, the procedure has described the monitoring system of volume when downgrade system from IP to MB is applied during sales goods out. Those were contained within sections of the procedure, i.e. Section 5.7 (Downgrading) and 5.8 (Pencatatan Downgrading)</p> <p>Susoh Storage Tank is able to demonstrate documents, records and implemented the RSPO Supply Chain Certification Standard under Identity Preserved (IP) and Mass Balance (MB) Model.</p>	Yes

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		<p>Susoh Storage Tank receives and storages CSPO with IP model and MB model from their supply base with separate book keeping and CPO physically separated for both CSPO, Therefore, the applicable RSPO SCCS for Susoh Storage Tank is Identity Preserved (IP) and Mass Balance (MB) Model</p> <p>The facility has 4 storage tanks with dedicated for IP supply chain model (Tank no. 1, 3 and 4) and MB supply chain model (Tank no. 2)</p>	
5.3. Documented Procedures			
5.3.1	<p>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:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 	<p>The facility has prepared procedure related to supply chain requirements, as follows:</p> <ol style="list-style-type: none"> 1. SOC/PSM/9.12 (Prosedur Supply Chain Certification Standard – Susoh Storage Tank) updated on 29th October 2015. The procedure has ruled out the system for reception and storage in the storage tank, and delivery of certified palm oil into shipment. 2. SOC/PSM/9.02 (Prosedure Penanganan Keluhan Sosial) dated 1st September 2014. The procedure is ruling out the mekanisme to handle a complaint from customer. 3. SOC/PSM/9.13 (Prosedur Komunikasi dan Klaim Minyak Sawit Bersertifikat RSPO) dated 1st September 2015. The procedure has described a system to comply with the use of RSPO Corporate communication logo within operation. 4. SOC/PSM/8.02, rev.06, updated 1st July 2015 related internal audit 5. SOC/PSM/S.01, rev. 5 updated on 1st July 2015 related management review. <p>However procedure related non conforming material and/or document is not available yet.</p> <p>Corrective action: The company has updated procedure of SCO/PSM/9.12, rev. 02, dated 04 November 2015 which included mechanism handling of non conforming material and/or documents.</p>	Yes

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		This Major NC was closed out on 17 November 2015	
	<ul style="list-style-type: none"> Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). 	<p>The facility is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain's general requirement and modular requirement (IP and MB).</p> <p>The facility has prepared dedicated records and Forms in relation to RSPO Supply Chain Certification, e.g. Incoming/received RSPO certified product in Weigh Bridge system, Form of receiving of CPO as documented in "Penerimaan dan Pengiriman CSPO for each tank", the Training record for key employee including a training plan has also been kept in facility premises.</p> <p>The company has training plan and actual RSPO SCCS training was conducted by the company.</p>	Yes
	<ul style="list-style-type: none"> Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization's procedures for the implementation of this standard. 	<p>The procedure of SOC/PSM/9.12 (Prosedur Supply Chain Certification Standard – Susoh Storage Tank) updated 29th October 2015; has identified every responsible personal who involved in the implementation RSPO Supply chain certification in Belawan Storage tank including Sales responsible for contract marketing and etrace, Storage tank staff for document control/weightbrigde and record keeping; and Head office personnel for internal audit and management review.</p> <p>The facility also has appointed responsible in overall responsible to ensure that all requirement of supply chain is implement in the Susoh Storage Tank, namely Mr. Muzakir as Management Decision Letter no. SY/Bi/X/125/15, dated 24th October 2015</p>	Yes
5.4. Purchasing and goods in			
5.4.1	<p>The receiving site shall ensure that purchases of RSPO certified palm oil and oil palm products are in compliance with the following:</p> <ul style="list-style-type: none"> The site shall have documentation that demonstrates 	<p>Susoh Storage Tank shows procedure Traceability SOC/PSM/9.12 (Prosedur Supply Chain Certification Standard – Susoh Storage Tank) updated 29th October 2015 indicating the Acceptance of raw material (CPO) must accompanied with "Surat Pengantar Barang (SPB) and Weighbridge Ticket" from supplier. The documents</p>	Yes

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	<p>that purchases are made to the material category agreed with their supplier (IP, SG, MB) (e.g. specified in purchase orders, contracts, material specifications).</p>	<p>must indicate:</p> <ul style="list-style-type: none"> - The name and address of the seller Product (CPO) - Supply Chain model used (IP or MB) - Date - RSPO Certificate number - Delivery Order number. - Quantity - Transporter - Surat Pengantar No. / DO. Number, etc. <p>Up to audit date, Susoh Storage Tank has not received CSPO product.</p> <p>Sample taken:</p> <ol style="list-style-type: none"> 1. Delivery Note (SP) CPO from Seumanyam POM, dated 29th October 2015, product: CPO, SP. No. 1110000012/1294/SY/10/2015, , Quantity 18,750 kg (with no marking CPO certified and supply chain model used due to Seumanyam POM has not certified yet). 2. Weighbridge Docket No. WT/GSC/2015/018220, from Seumanyam POM, dated 29th October 2015, destination: Susoh Storage Tank (Port Susoh Pulo Kayu), quantity (18,750 kg), transporter (Truck BL. 8555 CL). 3. Delivery Note (SP) CPO from Seunagan POM, dated 08th August, product: CPO, SP No. 1110000012/1120/SG/8/2015, Quantity 13,550 kg (with no marking CPO certified and supply chain model used due to Seunagan POM has not certified yet). 4. Weighbridge Docket No. WT/GST9600/2015/00935, from Seunagan POM, dated 08th August, 2015, destination: Susoh Storage Tank (Port Susoh Pulo Kayu), quantity (13,550 kg), transporter (Truck BL. 9646 A). 	
	<ul style="list-style-type: none"> • The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping 	<p>The method is through check/verification of PK Certified or Non Certified received from POM supplier.</p> <p>Based on review procedures, receiving CPO certified or non certified is identified in Surat Pengantar (SP).</p>	<p>Yes</p>

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	<p>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.</p>	<p>Storage manager, in coordination with Marketing of PT. Socfin Indonesia monitors and verifies the CPO received their own Palm oil Mill.</p> <p>There would no Shipping announcement when receiving CSPO from supply base because the storage tank receiving CSPO is from their owned Mill under same holding company.</p>	
	<ul style="list-style-type: none"> A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (www.rspo.org) at least annually. 	<p>Checking on validity of certificate from supply base is conducted by staff in the storage tank during reception of CSPO. The identification of certificate validity through weighbridge docket information (Surat Pengantar).</p> <p>The facility has mechanism to check/verified CPO supplier certificate at least annually, so far Susoh Storage Tank is planned only receiving CPO from their group, such as: Seumanyam and Seunagan where both POM has been audited RSPO Initial Assesment (the certificate on progress now).</p>	<p>Yes</p>
<p>5.4.2</p>	<p>The site shall have a mechanism in place for handling non-conforming material and/or documents.</p>	<p>The facility has a procedure SOC/PSM/9.12 " Supply Chain Certification Standard Susoh Storage Tank" updated 29th October 2015, however there is no mechanism how to handling non conforming material and/or documents.</p> <p>Corrective action: The company has updated procedure of SCO/PSM/9.12, rev. 02, dated 04 November 2015 which included mechanism handling of non conforming material and/or documents.</p> <p>This Major NC was closed out on 17 November 2015</p>	<p>Yes</p>
<p>5.5. Outsourcing activities</p>			
<p>5.5.1</p>	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall</p>	<p>Susoh Storage Tank performs all the activity to receiving and storage CPO at their own premise. No outsourcing activity performed.</p> <p>It is verified during field visit that the site does not have outsourcing activity. All</p>	<p>N/A</p>

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	<p>ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard.</p> <p>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).</p>	<p>activity since CPO receiving, storage and despatch of CPO conducted by management at Susoh Storage Tank.</p> <p>N/A (No Outsourcing)</p>	
5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following</p> <p>a. The site has legal ownership of all input material to be included in outsourced processes;</p>	N/A	N/A
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	N/A	N/A
	<p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	N/A	N/A
	<p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>	N/A	N/A
5.5.3	<p>The site shall record the names and contact details of all contractors used for the processing or production of RSPO certified materials.</p>	N/A	N/A

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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	N/A
5.6. Sales and goods out			
5.6.1	<p>The organization shall ensure that the following minimum information for RSPO certified products is made available in 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):</p> <ul style="list-style-type: none"> • 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 	<p>The facility procedure SOC/PSM/9.12 " Supply Chain Certification Standard Susoh Storage Tank" updated 29th October 2015, section 5.6 indicating the facility and Marketing Manager creates Delivery Note of Despatch CPO with information:</p> <ul style="list-style-type: none"> - Name and address of production unit. - Name and address of buyer, - Contract number / DO number - Date of delivery product - Transporter ID - Name of product - CPO Certified / Non Certified. - Supply Chain model used. - Quantity (kg / MT) - RSPO SCC certificate no. - Surat Pengantar Number (Delivery Note number) <p>The Delivery Order (DO) indicates address of seller, address of buyer, loading date, Supply chain certificate number and unique identification number has not been indicated prior to certification awarding.</p> <p>Despatch of CPO will be identified with CPO certified and/or non-certified (up to audit, no certified product sold as certified product).</p> <p>Sample taken:</p> <ol style="list-style-type: none"> 1. Delivery Note no. 300015719, dated 17th October 2015, seller: Susoh Storage Tank (address Nagan Raya, Aceh), buyer: PT. Musim Mas (Address: Jl. Sulawesi Kawasan Pelabuhan Belawan, Medan), contract no. 40007144, date of delivery product on 17th October 2015, transporter (SPOB Juneyao Maru I), name of 	Yes

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		<p>product (CPO), Supply chain model used (no marking Supply Chain model used due to not certified yet), quantity (2,000 tonnes), RSPO SCCS no. (not certified yet).</p> <p>2. Surat Pengantar (SP) no. 010/SY/KPL/IX/2015, dated 3rd September 2015, seller (Susoh Storage Tank), buyer PT. Musim Mas (Kawasan Berikat PT. Musim Mas Belawan), contract no. L/CPO/40007037), quantity (1,600,078 kg), transporter (SPOB Gaharu Oleum 9).</p> <p>3. Bill of Lading (BL) no. 02/IX/2015, dated 3rd September 2015, seller (Susoh Storage Tank – Address Susoh, Nagan Raya, Aceh), buyer (PT. Musim Mas (Address: Kawasan Berikat Belawan, Medan), transporter (SPOB. Gaharu Oleum 9), quantity (1,600,078 kg).</p>	
5.7. Registration of transactions			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> • 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 <p>must register their transaction in the RSPO IT platform at the time of physical shipment as required by the rules set by RSPO.</p>	<p>PT Socfin Indonesia – Susoh Storage Tank has not registerd in RSPO e-trace portal yet.</p> <p>So far, no any CPO certified selling in RSPO e-trace, Susoh Storage Tank has not certified yet (This is RSPO SCCS Initial Assssment) .</p> <p>Corrective action: The company has registered "Susoh Storage Tank" in e-trace with detail register as follows: Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader</p> <p>This Major NC was closed out on 17 November 2015</p>	Yes
5.8. Training			
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	Susoh Storage Tank is able to demonstrate training programme for Supply Chain, and Traceability". Training plan is documented under "Rencana pelatihan	Yes

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	training provided to staff.	Internal/External PT. Socfin Tahun 2015									
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.	<p>RSPO SCCS Training was conducted on 09th October 2015, attended 10 workers who are involved for handling Receiving and storage of CPO product, e.g. Muzakir (Kepala Instalasi), Helmi Maisal Efendi (operator).</p> <p>Minutes meeting of training is available and based on interview with Mr. Muzakir, its confirmed that he understand of RSPO SCCS requirements.</p>									
5.9. Record 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.	<p>Based on document and record review, Suso Storage Tank is able to demonstrate complete sets of records.</p> <p>Record seen:</p> <ol style="list-style-type: none"> Receiving CPO from supplier and despacth CPO is recorded in "Laporan Harian" for each tank (no. 1,2,3,4), e.g. Record in log book in Tank no. 4 on 15th October 2015 CPO received: 106,320 kg from Seumanyam POM CPO delivered: 2,000,244 kg to PT. Musim Mas Stock CPO : 179,764 kg Balancing stock report "Buku Stock" in each tank on 15th October 2015 Tank no. 1 (nil) Tank no. 2 (nil) Tank no. 3 (nil) Tank no. 4 <table border="1" style="margin-left: 40px;"> <tr> <td>Beginning stock</td> <td>2,073,688 kg</td> </tr> <tr> <td>CPO received</td> <td>106,320 kg</td> </tr> <tr> <td>CPO delivered</td> <td>2,000,244 kg</td> </tr> <tr> <td>End stock</td> <td>179,764 kg</td> </tr> </table>	Beginning stock	2,073,688 kg	CPO received	106,320 kg	CPO delivered	2,000,244 kg	End stock	179,764 kg	Yes
Beginning stock	2,073,688 kg										
CPO received	106,320 kg										
CPO delivered	2,000,244 kg										
End stock	179,764 kg										

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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 SOC/PSM/9.12 " Supply Chain Certification Standard Susoh Storage Tank" updated on 29 th October 2015 stated the retention time for all record and report related to traceability to be kept for 2 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.	Based on review of procedure Traceability SOC/PSM/9.12 " Supply Chain Certification Standard Susoh Storage Tank" updated on 29 th October 2015, ruled out the recotrd keeping by responsible personal (document control). However, during the assessment, the Facility has not received and stored the RSPO certified palm oil neither sales into the market	Yes
5.10. Conversion factors			
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 and personal care industries. The guidance document for oleochemicals is available on the RSPO website (www.rspo.org).	Not applicable for Storage Tank. There is no coversion rate applied.	N/A
5.10.2	Conversion rates shall be periodically tested to ensure accuracy against actual performance or industry average if appropriate.	N/A	N/A
5.11. Claims			
5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO rules on communications and claims	Company has prepared a procedure in relation to Communication and Claim for certified palm oil i.e. SOC/PSM//9.13, dated 1 September 2015. Procedure has been distributed to the site by document controller from head office. The procedure has stated PT Socfin Indonesia did not make claims regarding the use of RSPO Trademark. The company has only made claim to support RSPO	Yes

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		through corporate communication in the company website. Interview with key staff and management representative who responsible for RSPO Supply Chain system revealed understanding on the use between RSPO Corporate logo and RSPO Trademark in the product. .	
5.12. Complaints			
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	Procedure is in place, i.e. SOC/PSM/9.02 (Penanganan Keluhan Sosial) dated 1 September 2014, Revision 03. Procedure has explained receiving and resolving stakeholder complain	Yes
5.13. Management Review			
5.13.1	The organization is required to hold management reviews at planned intervals appropriate to the scale and nature of the activities undertaken	Company has a plan for management review conducted once a year as stated in a procedure SOC/PSM/5.01 (Prosedur Tinjauan Manajemen), dated 1 July 2015, Revision 05. The company has created "Program Tinjauan Manajemen – Tahun 2015"	Yes
5.13.2	The input to management review shall include information on: <ul style="list-style-type: none"> • 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. 	Susoh Storage Tank is conducted Management review annually, the last management was conducted on 16 th October 2015, document review, included information on: <ul style="list-style-type: none"> - Review result of internal audit was conducted on 16th October 2015, it were found 2 observations. - Customer feedback: the facility has procedure how to handling customer feedback, so far no any feedback received related to the RSPO SCCs. - Process performance and product conformity: based on internal audit - Status of preventive and corrective actions: available. - Follow-up actions from management reviews. - Changes that could affect the management system: Implementation of RSPO SCCS system and standard, 2014 - Recommendation for improvement. 	Yes
5.13.3	The output from the management review shall include any decisions and actions related to: <ul style="list-style-type: none"> • Improvement of the effectiveness of the management 	Management review output: <ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes • based on management review, resource need is sufficient. 	Yes

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	<p>system and its processes</p> <ul style="list-style-type: none"> Resource needs. 	There are several output from management review recorded in the Minute of meeting of Management Review – see indicator 5.13.2	
Supply Chain Modular Requirements (Identity Preserved/Segregation/Mass Balance)			
Module A – Identity Preserved (IP)			
A.2. Supply Chain Requirement			
A.2.1	The site must ensure that the RSPO IP oil palm product is kept physically isolated from all other palm oil sources and is uniquely identifiable to a single RSPO certified mill and its certified supply base.	The facility has set up procedure and documented system to ensure all incoming CSPO only from RSPO certified palm oil mill according to their supply chain module. Dedicated storage tank has been appointed for CSPO with IP module to avoid contamination, i.e. Tank number 1,3 and 4. The facility has also prepared a system for despatching CSPO from dedicated storage tank into vessel at the port.	Yes
A.3. Processing			
A.3.1	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separate from non-certified material and material from other certified mills, including during transport and storage.	Based on document review of procedure SOC/PSM/9.12 "Supply Chain Certification Standard Susoh Storage Tank" updated 29 th October 2015, it was found that record / form is separated between IP and MB. The facility is dedicated only received CPO certified from their own Palm Oil Mill (no receive CPO from non certified sources).	Yes
A.3.2	The objective is for 100% identity preserved (IP) material to be reached.	The facility has demonstrated commitment to achieve 100% IP materials during reception, storage, and delivery to the consumer.	Yes
Module B – Segregation (SG)			
B.2. Supply Chain Requirements			
B.2.1	The Segregation approach requires that the RSPO certified oil palm products from certified estates/plantations is kept separate from material from non-RSPO certified estates/plantations at every stage of production, processing, refining and manufacturing throughout the supply chain. This model does allow for the mixing of RSPO certified palm oil and its derivatives from various sources. Therefore the physical oil delivered to the end user will not be fully traceable to the specific mill and its supply base.	The facility is not applied for SG supply chain model (N/A)	N/A

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B.3. Processing			
B.3.1	The site shall assure and verify through clear procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.	N/A	N/A
B.3.2	The objective is for 100% segregated material to be reached	N/A	N/A
Module C – Mass Balance (MB)			
C.2. Supply Chain Requirements			
C.2.	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.	<p>The facility is planned to receive the CSPO from 2 Mills under same holding company. Supply of CSPO from there is graded as RSPO certified IP and MB.</p> <p>The facility is able to demonstrate documents, records and implemented the RSPO Supply Chain Certification Standard under Mass Balance model. The facility is processing different supply chain module (IP and MB), however it has separate book keeping and separated physically in each dedicated tank. Therefore, the documentation can be traced.</p>	Yes
C.3. Processing			
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.	Susoh Storage Tank is implementing continuous accounting system. Susoh Storage Tank has a system to monitor the CPO input and CPO output on real-time basis. The monitoring system demonstrated is through "Laporan Harian" – daily CPO received, stored and despatch.	Yes
C.3.2	The site shall ensure that the output of RSPO mass balance material supplied to customers from the physical site does not exceed the input of RSPO certified material received at the physical site, using either a continuous accounting system or a fixed inventory period.	In order to prevent over-sales, Susoh Storage Tank is implementing continuous accounting system. Susoh Storage Tank has a system to monitor CPO input – CPO out on real-time basis. The monitoring system demonstrated is through "Laporan Harian Pabrik"	Yes
C.4. Continuous accounting system			
C.4.1	Where a continuous accounting system is in operation, the organization shall ensure that the quantity of physical RSPO mass balance material inputs and outputs at the physical site	The facility has prepared a system to monitor the quantity (volume and weight) of physical RSPO mass balance materials during reception and storage. All record prepared in term of Form Penerimaan and Pengiriman CSPO. Produk MB; this is	Yes

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	are monitored on a real-time basis.	separate book keeping from other supply chain module that applied in the facility. The record has shown the volume received, sold to consumer, and stock balancing	
C.4.2	Where a continuous accounting system is in 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.	Susoh Storage Tank is implementing continuous accounting system in daily report and selling certified product from positive stock. Marketing and Manager is monitoring the sales/delivery of CSPO to avoid over selling. In the "Laporan Harian Pabrik", product sold /delivered is also divided between RSPO SCCS/ISCC accounts to avoid double-counting.	Yes
C.5. Fixed 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.	Not applicable. The facility is implementing continuous accounting system.	N/A
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.	N/A	N/A
C.5.3	Where a fixed inventory period is in operation, unused credits can be carried over and recorded in the material accounting system for the following inventory period.	N/A	N/A
C.5.4	Where a fixed inventory period is in operation, the organization shall ensure that the material accounting system is not overdrawn at the time of the inventory. Only RSPO data which has been recorded in the material accounting system within the inventory period (including data carried over from the previous period as per C.5.3) shall be allocated to outputs supplied within the inventory period.	N/A	N/A
C.6. Conversion ratio			
C.6.1	All volumes of palm oil fractions and derivatives that are delivered are deducted from the material accounting system	Not applicable. The facility does not implement conversion system in the certified product.	N/A

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	according to conversion ratios as set out by RSPO (see section 5.10), with the exception of the option detailed in C.6.3.		
C.6.2	Refining losses are neglected for the sake of simplicity in the Mass Balance system.	N/A	N/A
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.	N/A	N/A
C.6.4	Segregated to Mass Balance Supply Chain Model Yield Scheme	N/A	N/A
C.7. Yield 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.	Not applicable. The facility is only receiving and store one single product.	N/A
C.7.2	Palm Kernel Mass Balance Yield Scheme: To calculate how much Mass Balance sustainable products they can sell or claim, companies that purchase Mass Balance sustainable palm kernel products may use their own actual yields provided these can be justified during the audit	N/A	N/A

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Section 10. Detail of Nonconformities			
Summary of total number of Nonconformities.			
N/A			
10.1 Nonconformity			
NC Ref.	Area/Process	Clause	Indicator 5.1.2
1258907M1	General Chain of Custody Requirements for the Supply Chain	Due Date	03/02/2016
Details	The facility has main function as transit point of certified palm oil prior despatching to consumer. All trading, contract and sales are managed by sales department, however Susoh Storage Tank has not hold eTrace registration number		
Requirements	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.		
Objective Evidence	-		
Corrective Action and Preventive Action Taken	The company has registered "Susoh Storage Tank" in e-trace with detail register as follows: Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader		
Date of nonconformity closed.	17 th November 2015		
NC Ref.	Area/Process	Clause	Indicator 5.1.3
1258907M2	General Chain of Custody Requirements for the Supply Chain	Due Date	03/02/2016
Details	PT Socfin Indonesia held RSPO Membership number: 1-0017-04-000-00 under Socfin Group (PT Socfindo and Socfinco SA) since 7th December 2004, however Susoh Storage Tank has not registered yet on the RSPO IT Platform		
Requirements	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.		
Objective Evidence	-		
Corrective Action and Preventive Action Taken	The company has registered "Susoh Storage Tank" in e-trace with detail register as follows: Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader		
Date of nonconformity closed.	17 th November 2015		
NC Ref.	Area/Process	Clause	Indicator 5.3.1
1258907M3	General Chain of Custody Requirements for the Supply	Due Date	03/02/2016

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	Chain		
Details	<p>The facility has prepared procedure related to supply chain requirements, as follows:</p> <ol style="list-style-type: none"> 1. SOC/PSM/9.12 (Prosedur Supply Chain Certification Standard – Susoh Storage Tank) updated on 29th October 2015. The procedure has ruled out the system for reception and storage in the storage tank, and delivery of certified palm oil into shipment. 2. SOC/PSM/9.02 (Prosedure Penanganan Keluhan Sosial) dated 1st September 2014. The procedure is ruling out the mekanisme to handle a complaint from customer. 3. SOC/PSM/9.13 (Prosedur Komunikasi dan Klaim Minyak Sawit Bersertifikat RSPO) dated 1st September 2015. The procedure has described a system to comply with the use of RSPO Corporate communication logo within operation. 4. SOC/PSM/8.02, rev.06, updated 1st July 2015 related internal audit 5. SOC/PSM/S.01, rev. 5 updated on 1st July 2015 related management review. <p>However procedur related non conforming material and/or document is not available yet</p>		
Requirements	<p>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:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 		
Objective Evidence	-		
Corrective Action and Preventive Action Taken	The company has updated procedure of SCO/PSM/9.12, rev. 02, dated 04 November 2015 which included mechanism handling of non conforming material and/or documents.		
Date of nonconformity closed.	17 th November 2015		

NC Ref.	Area/Process	Clause	Indicator 5.4.2
1256643M4	General Chain of Custody Requirements for the Supply Chain	Due Date	03/02/2016
Details	The facility has a procedure SOC/PSM/9.12 "Supply Chain Certification Standard Susoh Storage Tank" on 1st September 2015, however there is no mechanism how to handling non conforming material and/or documen		
Requirements	The site shall have a mechanism in place for handling non-conforming material and/or documents.		
Objective Evidence	Procedure SOC/PSM/9.12		
Corrective Action and Preventive Action Taken	The company has updated procedure of SCO/PSM/9.12, rev. 02, dated 04 November 2015 which included mechanism handling of non conforming material and/or documents.		
Date of nonconformity closed.	17 th November 2015		

NC Ref.	Area/Process	Clause	Indicator 5.7.1
1258907M4	General Chain of Custody Requirements for the Supply Chain	Due Date	03/02/2016
Details	<p>PT Socfin Indonesia – Susoh Storage Tank has not registerd in RSPO e-trace portal yet.</p> <p>So far, no any CPO certified selling in RSPO e-trace, Susoh Storage Tank has not certified yet (This is RSPO SCCS Initial Asssment)</p>		

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Requirements	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> • 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 <p>must register their transaction in the RSPO IT platform at the time of physical shipment as required by the rules set by RSPO.</p>
Objective Evidence	
Corrective Action and Preventive Action Taken	<p>The company has registered "Susoh Storage Tank" in e-trace with detail register as follows:</p> <p>Company Name: PT Socfin Indonesia - Susoh Storage Tank Country: INDONESIA Core Product: Palm Oil Member ID: RSPO_PO1000003144 Member Category: Trader</p>
Date of nonconformity closed.	17 th November 2015

Section 11. Conclusion

BSI has conducted RSPO Supply Chain Certification assessment of PT. Socfin Indonesia – Susoh Storage Tank is located in Aceh Barat Daya Regency, Aceh province - Indonesia

It is noted that Susoh Storage Tank sourced the raw material (CPO) from their own Palm Oil Mill, namely Seumanyam and Seunagan which has been audited RSPO certification.

BSI conducted the assessment process against the requirement of RSPO Supply Chain Certification System and Standard, November 2014, based on document review and field visit, its conclude that management and documents system implementing is comply with it and recommend to award the RSPO Supply Chain Certificate for Susoh Storage Tank.

Section 12. Formal Signing-off of Assessment Finding and Closing Meeting	
Signing-off by Management Representative	
I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.	
I confirm that I was made aware that the findings of the audit team during the closing meeting are tentative pending review and decision making by the duly designated representatives of the certification body.	
Name:	Hasan Bisri Kasyhuri
Company name:	PT. Socfin Indonesia (Susoh Storage Tank)
Title:	Head of Sustainability Department
Signature and Date:	 18th November 2015
Signing-off by Lead Auditor	
I the undersigned, being the lead auditor, confirm that this report is an accurate record of the findings and of the closing meeting.	
Name:	Haeruddin Tahir
Company name:	PT. BSI Group Indonesia
Title:	Lead Auditor
Signature and Date:	 17th November 2015