

RSPO – INITIAL ASSESSMENT

PT. AGRO WANA LESTARI BUKIT SANTUAI PALM OIL MILL AND ITS SUPPLY BASE
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Office:

Gedung Menara Global Lt. 5 Jl Jenderal Gatot Subroto Kav. 27, Jakarta – Indonesia
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Location:

Penyahuan Village, Bukit Santuai District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia
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Section 1. Scope of the Certification Assessment

1.1. Company Details			
RSPO Membership Number	Old member: 1-0029-06-000-00 New member: 1—0175-14-000-00	Date	02 nd December 2014
Company Name	PT. Agro Wana Lestari (Bukit Santuai POM)		
Address	Head Office: Gedung Menara Global 5th Floor Jl Jenderal Gatot Subroto Kav. 27, Jakarta – Indonesia Location: Jalan PT Ex Serpatim Seberang, Kecamatan Mentaya Hulu, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah - Indonesia		
Subsidiary of (if applicable)	Goodhope Asia Holdings Ltd		
Contact Name	Mr. Wilton Simanjuntak		
Website	www.goodhopeasia.com	E-mail	wiltons@goodhope-id.com
Telephone	+62-21 52892260	Facsimile	-

1.2. Certification Information			
Certificate Number	SPO 630116	Date	
Scope of Certification	Production of CPO and PK of PT. Agro Wana Lestari (Bukit Santuai Palm Oil Mill) and 4 (four) estates as supply base, namely Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate Mill capacity of Terawan POM is 90 tonnes FFB/hour .		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
EMS 621527	ISO 14001	BSI Indonesia	16/03/2018
OHS 621529	OHSAS 18001	BSI Indonesia	16/03/2018

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

1.4. Description of Supply Base						
Estate	Mature (ha)	Immature (ha)	Total Planted (ha)	Infrastructure & others (ha)	Total Hectarage	% of Planted
Penyahuan Estate	2,312.50	0.00	2,312.50	2,183.64	4,496.14	20.89
Tanah Haluan Estate	830.60	0.00	830.60	534.45	1,365.05	7.50
Keminting estate	1,746.70	182.20	1,982.90	1,219.92	3,148.82	17.42
Sangai Estate	620.70	63.90	684.60	1,377.14	2,061.74	6.18
Total	5,510.50	246.10	5,756.60	5,315.15	11,071.75	51.99

1.5. Plantings & Cycle								
Estate	Age (Years)					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	Total	Estimated 2015	Actual (2015)	Forecast (2016)
I. Supply Base from their own estatea								
Penyahuan Estate	0.0	2312.50	0.00	0.00	2,312.50	-	-	38,103
Tanah Haluan Estate	0.0	830.60	0.00	0.00	830.60	-	-	19,354
Keminting estate	182.20	1746.70	0.00	0.00	1,928.90	-	-	18,428
Sangai Estate	58.40	620.70	0.00	0.00	679.10	-	-	3,974
Total	246.10	5,510.50	0.00	0.00	5,756.60	-	-	79,859
II. Supply Base from Scheme smallholders (Nil)								
TOTAL FFB CERTIFIED								79,859
III. Supply Base from Independent third Parties/Middle Man *)								
								102,427
TOTAL SUPPLY FFB								182,286

*) Supply base from independent third parties/middle man is non certified FFB (Excluded from certificate scope)

1.6. Certified Tonnage									
Mill	Estimated (2015)			Actual (2015)			Projection (2016)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Bukit Santuai POM	-	-	-	-	-	-	79,859	20,364	3,434

Note: Projection OER (25.50 %) and KER (4.30 %)

1.7. Actual Certified Palm production			
MILL	Capacity	CPO (tonnes)	PK (tonnes)
Bukit Santuai POM	90 tonnes FFB/hour	-	-

1.8. Actual Sales of certified Palm Product			
MILL	Certified CPO Sold	Certified PK Sold	Remarks
Bukit Santuai POM	-	-	Initial Assessment

1.9. Actual Certified FFB received Monthly (Tonnes)					
Month	Penyahuan Estate	Tanah Haluan Estate	Keminting Estate	Sangai Estate	Total from its supply base
Januari 2015	-	-	-	-	-
Pebruari 2015	-	-	-	-	-
Maret 2015	-	-	-	-	-
April 2015	-	-	-	-	-
Mei 2015	-	-	-	-	-
Juni 2015	-	-	-	-	-
Juli 2015	-	-	-	-	-
Agustus 2015	-	-	-	-	-
September 2015	-	-	-	-	-
October 2015	-	-	-	-	-
November 2015	-	-	-	-	-
December 2015	-	-	-	-	-

Section 2. Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
B08-01 (East), Level 8, Block B, PJ 8, No.23,
Jalan Barat, Seksyen 8, Petaling Jaya,
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

Assessment Methodology, Programme, Site Visits

A pre-audit to RSPO Principles and Criteria was conducted on 26th - 28th January 2015 to determine progress Bukit Santuai POM and its supply base has made towards certification. The Initial Certification Audit was conducted on 26th – 29th May 2015. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO P&C 2013 was used as Checklists and questionnaires were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

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

The assessment findings for the recertification are detailed in Section 3.3.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified. This report was internally reviewed by Mr. Sabar Kembaren.

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

Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5
Bukit Santuai POM	x	x	x	x	x
Penyahuan Estate	x		x		x
Tanah Haluan Estate		x		x	
Keminting estate	x		x		x
Sangai Estate		x		x	

Tentative Date of Next Visit: 02/01/2017

Total No. of Mandays: 9 Mandays

BSI Assessment Team comprises of:

Haeruddin – Assessor (Lead Auditor)

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

Pratama Sedayu- Team member

He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member covering assessment against RSPO P&C in Indonesia and Malaysia. He completed the ISO 9001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor endorsed Course and RSPO Lead Auditor Course. During this assessment, he assessed on the aspects of legal, estate best practices, Environmental aspect and OHS.

Nanang Mualib - Team member

He graduated from Bogor Agriculture University on 1999, Forestry Faculty. He involved in RSPO certification since 2010 as a team member covering assessment against RSPO P&C in Indonesia. He completed the ISO 9001 Lead Auditor Course, Technical Training of HCV Assessment; ISPO Lead Auditor endorsed Course. During this assessment, he assessed on the aspects of social.

Accompanying person: None

Section 3. Assessment Findings

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

- RSPO P&C 2013 Summary of the Assessment – Appendix A
- PT. Agro Wana Lestari (Goodhope Asia Holdings, Ltd Time Bound Plan – Appendix B
- RSPO Supply Chain Certification Assessment – Appendix F

3.2. Progress against Time Bound Plan

Goodhope Asia Hodings, Ltd demonstrates a challenging time bound plan to certify its entire mill and supply bases, there is no change of time bound plan. Audit team found that the company has strong commitment to implemet time bound plan and comply with the time bound plan.

BSI also assessed the requirement for partial certification and concluded that:

1. There are no unresolved significant land disputes.
2. No replacement of primary forest or loss of HCV. New land acquisition follows the RSPO NPP process including public notification of new planting.
3. No labour disputes that are not being resolved through an agreed process.
4. No evidence of noncompliance with law noted.

3.3. Details of findings

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A.

During the initial assessment there was a major nonconformity raised and two observations. The certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

Non-Conformity		
NCR #	Description	Category (Major/Minor)
1149419M5	<p>Requirements Indicator 7.3.1 There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>Guidance: Where land has been cleared since November 2005, and without a prior and adequate HCV assessment, it will be excluded from the RSPO certification programme until an adequate HCV compensation plan has been developed and accepted by the RSPO</p> <p>Evidence of Nonconformity Based on document review, hectare statement and reports indicating there are land clearing and planting commenced since 2008, while HCV assessment as per "Laporan Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) PT AWL" in October 2009.</p> <p>PT AWL is waiting for compensation liability review by RSPO.</p> <p>Statement of Nonconformity PT Agro Wana Lestari is waiting for the compensation liability review by RSPO. The nonconformity remains open until RSPO has decided the status of HCV compensation and remediation plan for PT Agro Wana Lestari.</p> <p>Action Taken: Compensation and remediation plan for PT. AWL has been approved by RSPO on</p>	Major

13/02/2016.	
Closed: Yes	

Observation	
OBS #	Description
1	<p>Indicator 4.7.2</p> <p>A number of observations identified:</p> <ol style="list-style-type: none"> 1. PT Agro Wana Lestari have assessed the risk from washing and keeping the sprayer's uniform and PPE at worker housing in Penyahuan Estate and Keminting Estate, further has prepared the Objective-Target-Programme to mitigate the potential of chemical contamination; Company needs to ensure the construction completed in timely manner; 2. Safety signboards needs to improve around Bukit Santuai POM effluent ponds, related to risk of drowning; Land Application in Tanah Haluan Estate, related to depth of new flatbeds; 3. Having fire extinguisher located in various premises in plantation, palm oil mill, workshop, storage and housing; Company need to review the placement (height) of fire extinguishers;
2	<p>Indicator 5.1.2</p> <p>A number of observation identified:</p> <ol style="list-style-type: none"> 1. PT Agro Wana Lestari have identified the environmental impact from fuel station in Penyahuan Estate and Keminting Estate, and preparing the Objective-Target-Programme to mitigate the detriment environmental impact; Company needs to ensure the mitigation plan for second containment infrastructure completed in timely manner; 2. PT Agro Wana Lestari have identified the environmental impacts from washing and keeping the sprayer's uniform and PPE at worker housing in Penyahuan Estate and Keminting Estate, further has prepared the Objective-Target-Programme to mitigate the potential of contamination; Company needs to ensure the mitigation plan completed in timely manner; 3. PT Agro Wana Lestari - Tanah Haluan Estate needs to improve the operational of Land Application - to mitigate the pollution of palm oil mill effluent into waterways;

Positive Findings	
PF #	Description
1	There was noted land disputes was noted
2	The company has conserved Bukit Santuai, Bukit Panjang and Bukit Hawuk as "Hutan Adat".



Issues Raised by Stakeholders	
Issues #	Description
1	<p>Social issues:</p> <ul style="list-style-type: none"> - PT Agro Wana Lestari provides development to surrounding community and close to 70% of community works in company. - Company shows commitment to respect area that is culturally protected. For example, company commitment to established Bukit Santuai, Bukit Panjang and Bukit Hawuk as Cultural Forest. - Company is using agreement with community and involvement from cultural aspects, non coercive – in negotiating land compensation value. - PT Agro Wana Lestari has implemented the social program in form of road maintenance, bore well, religious day celebration, scholarship award, public medication day and computer aid. - Company's CSR activities in general are good, however can improve through village community involvement. - Communication between company and local community is good. Company responded inquiry, air request or complaint from community. - PT Agro Wana Lestari has obligation to develop scheme smallholder plantation. Currently in process of establishing the cooperative. Land survey has been done by "Dinas Perkebunan Kabupaten Kotawaringin Timur" for future scheme smallholder plantation land. - No report from community noted related to land conflict between company and PT Agro Wana Lestari.

	<p>Management Response:</p> <ul style="list-style-type: none"> - PT Agro Wana Lestari has prepared and implemented CSR program in form of improving road infrastructures and bridges, as well as other activity. With relation to community development and involvement, company has dump truck rental program – Mitra Makmur. PT Agro Wana Lestari has always presented during village development meeting, and presenting company’s CSR program. PT Agro Wana Lestari will improve the involvement and communication. - PT Agro Wana Lestari committed to help surrounding community’s welfare and development, on of the mean through scheme smallholder program. Company has communicated the scheme smallholder program. In fact, PT Agro Wana Lestari has implemented 607 Ha out of 2,463 Ha as scheme smallholder – awaits agreement and land disposition as per “Arahan Lokasi Bupati Kotawaringin Timur No.525.26/099/EKSDA/II/2014” dated 13/02/2014.
	<p>Auditor Team Findings: Positive comments</p>
2	<p>Labour issues:</p> <ul style="list-style-type: none"> - There has been no industrial dispute between company and the employees. - All employees have been registered with social insurance scheme as per Company Regulation chapter VIII. - Company has conducted medical check up for all employees, including general check up, biomonitoring and pregnancy test (for sprayers and manuring workers). - There is no indication of forced labor. - Annual leave and other employee right have been granted by company. - Employee’s complaint mostly related to clean water shortage during long dry season. But employees appreciate company effort/response by providing clean water tank and repairing water reservoir for employee’s housing. - Gender committee has been established in January 2015 and has prepared a work program, signed and approved 15/01/2015. - Company has established worker cooperative PT Agro Wana Lestari.
	<p>Management Response: Positive comments</p>
	<p>Auditor Team Findings: Positive comments</p>
3	<p>Environmental issues:</p> <ul style="list-style-type: none"> - PT Agro Wana Lestari has cooperation with Local Government and Cultural Board to established Bukit Santuai as cultural conservation site. - There is no report from local community related to environment pollution from company’s operational activities. - PT Agro Wana Lestari has regular training for fire fighting training.
	<p>Management Response: Positive comment</p>
	<p>Auditor Team Findings: Positive comment</p>
4	<p>Legal issues: Perusahaan telah memiliki / memperoleh perizinan sesuai dengan perundang undangan Indonesia.</p>
	<p>Management Response: Positive comment</p>
	<p>Auditor Team Findings: Positive comments</p>
5	<p>Operational issues: No issue was raised by stakeholders</p>
	<p>Management Response: Positive comment</p>
	<p>Auditor Team Findings: Positive comment</p>

**3.4. Status of Nonconformities Previously Identified and Observations
N/A (Intial Assessment)**

3.5. Status of Non Conformities

Reference	Category	Issued	Closed
1149419M5	Major	28/05/2015	13/02/2016

Assessment Conclusion and Recommendation	
The auditors conclude that PT. Agro Wana Lestari – Bukit Santuai POM and its supply base are complying with the RSPO certification system 2007, RSPO Generic Standard 2013 and RSPO SCCS 2014.	
Its recommend to extend the RSPO certificate for Bukit Santuai POM and and its supply base	
Acknowledgement of Assessment Findings by PT. Agro Wana Lestari – Bukit Santuai POM	Report Prepared by
Name: Wilton Siamnjuntak	Name: Haeruddin
Company name: PT. Agro Wana Lestari	Company name: PT. BSI Indonesia
Title: RSPO Manager	Title: Lead Auditor
Signature: 	Signature: 

Appendix "A"
Summary of Finding

Criterion / Indicator	Assessment Findings	Compliance	
PRINCIPLE 1: COMMITMENT TO TRANSPARENCY			
Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p>	<p>The company has updated request information and response mechanism as documented in "procedure Komunikasi, Partisipasi dan Konsultasi" no. IMS. P06 Rev.01 Dated 30th January 2015, the procedures regulated that all request informations will be responded within 14 working days and retention time at least 3 years. Documents accessible to the stakeholders, consist of legal documents (Izin Lokasi, Izin Usaha Perkebunan, Hak Guna Usaha, etc), Environmental documents (Dokumen AMDAL, Laporan Pelaksanaan RKL-RPL, Izin Penyimpanan Sementara LB3, HCV, etc,) and social documents (Analisis Dampak Sosial (SIA), CSR, etc.</p> <p>Requests for information are responded by the department concerned in accordance with their authority. The company has developed a matrix describing the status of each information request and responsible/authorized department to respond into. Records of response of request information documented in the same book, consist of person handle the request, information given and acknowledgement from the person in-charge and signature.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
1.1.2	<p>Records of requests for information and responses shall be maintained.</p> <p>- Major compliance -</p>	<p>Information request and response recorded under "Buku Komunikasi dan Permintaan" based on information from each department, for instance:</p> <ul style="list-style-type: none"> a. EHS Department: "Buku Komunikasi dan Permintaan Informasi" filled with communication and information request from internal or external stakeholders. Back in 2014 the book recorded 19 information requests. In the logbook, explained status of information request and response from company; both on progress or completed resolved. Sample seen: Compensation inquiry from Mahawai village, which located under land that company designated as conservation area but has been cleared by community. The inquiry is in negotiation process with landowners, recorded. b. HRD Department: "Buku Surat Masuk" filled with communication and information request from internal or external stakeholders. Back in 2014 the book recorded 38 incoming letters. Sample seen: Letter No.004/K-SJ/TP/XI/2014 dated 15/11/2014 from "Pengurus Koperasi Santuai Jaya" related to invitation to participate in preparation of working program Koperasi Santuai Jaya. 	Yes
<p>Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>			

Criterion / Indicator		Assessment Findings	Compliance
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). <p>- Major compliance -</p>	<p>Company has prepared procedure for communication and consultation No. IMS.P-06, approved on 01/12/2012. The procedure has explained information scope including regulation, environment, health and safety and social; but not including communication related to purchasing and business contract.</p> <p>All information request from stakeholder will be handled by relevant department. For example: CSR department responsible for inquiry from local community, media, NGO including dispute or complaint; Human Resources Department responsible for worker consultation, worker union or government authorities related to manpower/labor issue; Purchasing Department responsibility to communicate regulation's, environment's, health and safety and social's requirement to all supplier.</p> <p>The procedure has explained type of document publicly available such as:</p> <ol style="list-style-type: none"> a. Laws and regulation document: Permit and license (Izin Lokasi, Izin Usaha Perkebunan, Hak Guna Usaha, etc.); b. Environmental document: AMDAL document (SEIA), RKL-RPL document (environmental management and monitoring report), permit for temporary hazardous waste storage, waste management plan, environmental policy, HCV identification document, etc. c. Social document: Social Impact Assessment, Social program, Community development program, company policies, etc. 	Yes
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			

Criterion / Indicator		Assessment Findings	Compliance
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Minor compliance –</p>	<p>The company has “Code of ethical conduct and integrity in business, 2015”, is stated: the ethical behaviour, integrity, honestly, trusted, and prohibition of all forms of corruption, bribery in the conduct or transaction of business practices.</p> <p>The company has communicate this code of conduct to employess, e.g, socialization on 6th April 2015 (attended 20 workers) for internal and 15th May 2015 for external (supplier), attended 8 supplier.</p> <p>Code of ethical conduct also has put in public areas in estate and based on interview with workers, it was found they aware and understand this ethical code.</p>	Yes
PRINCIPLE 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS			
Criterion 2.1			
There is compliance with all applicable local, national and ratified international laws and regulations.			

Criterion / Indicator		Assessment Findings	Compliance
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance -</p>	<p>The company hold the legal permit, such as:</p> <ol style="list-style-type: none"> 1. Izin Prinsip (<i>Principle permit</i>) no. 525.26/259/VI/EK-SDA/2010, dated 4th June 2010, approved by Bupati Kotawaringin Timur tentang "Persetujuan Prinsip Arahan Lokasi PT Agro Wana Lestari (± 11.803,95 Ha) ex. PT Minerabumi Reksa Perdana which located in Desa Tumbang Panyahun, Tanah Haluan, dan Desa Tumbang Keminting, Kecamatan Mentaya Hulu, Kabupaten Kotawaringin, provinsi Kalimantan Tengah" 2. Izin Lokasi (Location permit): no. 414.400.9.62.02/VII/2010, dated 19th July 2010, approved by Bupati Kotawaringin Timur for PT. Agro Wana Lestari (± 11.803,95 Ha). This location permit issued by Bupati Kotawaringin Timur refers to the "Izin Pelepasan Kawasan Hutan" for PT. Mineabumi Reksa Perdana. 3. Ijin Pelepasan Kawasan Hutan from Forestry Ministry no. 630/Kpts-II/1997, dated 25th September 1997 for PT Minerabumi Reksaperdana seluas (±11.803,95 Ha) 4. Izin Usaha Perkebunan/IUP (Operational business Permit) no. 525.26/418/VIII/EK.SDA/2010, dated 26th August 2010, approved by Bupati Kotawaringin Timur for area ± 11.803,95 Ha. 5. HGU (Land Title) no. 98/HGU/BPN RI/2014, dated 7th July 2014 for area 11.071,375 Ha is located in Desa Tumbang Panyahun, Tanah Haluan, Tumbang Kmeinting, Tewai Hara, Kecamatan Bukti Santuai; desa Tanjung Jariangau, Kecamatan Mentaya Hulu; Desa Tumbang Sangai, Kecamatan Telaga Antang; Kabupaten Kotawaringin Timur. Land title Certificate no. 00069/2014 (38.21 Ha), no. 00067/2014 (5,171.84 Ha) and no. 00068/2014 (5,861.32 Ha). While HGU for areas ± 687 Ha is pending until land dispute between PT. Agro Wana Lestari and PT Buana Adhitama has been solved. 6. AMDAL (SEIA); The initial Environmental Impact Assessment - AMDAL approved by Central Kalimantan Governor through letter No. 188.44/167/2011, dated 20th May 2011 for the development of ± 15,936 Ha oil palm estate and a POM of capacity 90 tonnes FFB per hour for PT. Agro Wana Lestari. 7. Izin Tempat Penyimpanan Sementara Limbah B3 (Hazardous waste permit) No.660/0694/BLH-Ek.SDA/I/2015. 8. Land Application (LA permit) from Bupati Kotawaringin Timur No.600/0695/BLH-Ek.SDA/I/2015, adted 19th January 2015. 9. Mill machinery permits are available in place and it has been checked during audit for Sterilizer, boiler, electricity, genset, etc. Based on review of legal documents in mill, it was found that all permits still valid and it have been inspected by the local authority. 	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>There is a documented system registering all relevant legal requirements to which the company must comply, and also there is a document of "Legal Register" edition April 2012 has been established, which includes relevant Environmental regulation, Plantation permit, etc. The list would be reviewed once a year by the EHS Department and all relevant department, updated as necessary.</p> <p>Evaluation of compliance for all regulation and other requirement related to environment, health and safety, manpower and land tenure has been performed ("Evaluation of Compliance")</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>The EHS Department receives regular updates of any legal changes which may affect company operation. There are staffs nominated to ensure that any changes are noted and acknowledged by management. The company receives information of changes in regulations from a number of sources. This includes company lawyers, Manpower office, Agriculture and Plantation service and Forestry service and others. This is then circulated and cascaded to relevant department within the company, which might affected by these changes, e.g.</p> <p>a. EHS Department: 23 regulations being evaluated. Evaluation comprise of type of regulations/other requirements, key requirements, evident of compliance, level of compliance, description of non compliance. Example: Undang-Undang No.32 Tahun 2009, Peraturan Pemerintah No.27 Tahun 2012, Peraturan Menteri Lingkungan Hidup No.5 Tahun 2012, Keputusan Menteri Lingkungan Hidup No.45 Tahun 2005, Peraturan Pemerintah No.82 Tahun 2001, Keputusan Menteri Lingkungan Hidup No.51 Tahun 1995, Keputusan Menteri Lingkungan Hidup No.29 Tahun 2003, Keputusan Menteri Lingkungan Hidup No.29 Tahun 2003, etc.</p> <p>b. Human Resources Department: 38 regulations related to manpower. For example: Undang-undang No.13 Tahun 2003, Undang-undang No.29 Tahun 1999, Undang-undang No.1 Tahun 2000, Undang-undang No.02 Tahun 2004, Peraturan Pemerintah No.08 Tahun 1981, Keputusan Menteri Tenaga Kerja Transmigrasi No.224 Tahun 2003 etc.</p> <p>c. Legal Compliance Department Head Office Jakarta: Has prepared Statutory Compliance Paper for Q3 2014/2015, comprise of 9 Corporate Laws Document – RO Location, 5 types of regulation for Human Resouces (Jakarta), 5 types of regulations related to Taxes and Restributions (National), 3 types of regulations related to EHS (National), 1 type of regulation related to technology, 8 types of regulations related to Statutory Reports (National), 11 types of regulations related to Corporate Document –SPU Location (Central Kalimantan), 6 types of regulations related to Plantation Proce/Activities (CK), 5 types of regulations related to Human Resources, 10 types of regulations related to Local Taxes and Restributions, 5 types of regulation related to EHS (Location), 3 types of regulation related to Technology, 7 types of regulations related to Local Statutory Reports, 8 types of regulation related to Corporate Document Mill Location (CK), 16 types of regulations related to Mill Process/Activities (CK), 12 types of regulations related to Human Resources, 8 types of regulation related to Local Taxes and Restributions, 5 types of regulations related to EHS (Mill Location), 3 types of regulations related to Technology, 6 types of regulation related to Local Statutory Reports.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.1.4	A system for tracking any changes in the law shall be implemented. - Minor compliance –	There is a rigorous internal audit process which includes a review of laws and their compliance. There is no evidence of critical legal non compliance as a result of internal audit. Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance, It was verified that list of legal requirement is updated regularl	Yes
Criterion 2.2			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
2.2.1	Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -	The company has obtained land titles (Hak Guna Usaha/HGU) from BPN RI no. 98/HGU/BPN/RI/2014, dated 7 th June 2014 11,071.37 ha with certificate no. 00069 (382.140 M2, no. 00067 (51.718.410 M2) and no. 00068 (58.613.200 M2).	Yes
2.2.2	Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance –	The company demonstrates to ensure all legal boundaries to be clearly demarcated and maintained in the form of boundary pegs. These pegs are also mapped with the relevant marker number in each estate along with GPS tracking. The company is to ensure all operating unit consistently carry out monitoring of boundary markers regularly and this is recorded	Yes

Criterion / Indicator	Assessment Findings	Compliance
<p>2.2.3 Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance –</p>	<p>PT Agro Wana Lestari through Personil Assistant (PA) is documenting all land disputes. The documentation and resolution process covers claimant document, resolution process, verification result, participative land measurement, agreement between parties (if come to consensus). The map of land disputed is available with PA and Public relation officer, inscribing the location and block location of disputed area, claimant identity, hectare claimed, etc. Record of land compensation, such as "Berita Acara Kompensasi", receipt, and photograph are available in premises. No any land disputes was noted during this year, e.g. Land compensation under name Idris Aripinsyah community of Desa Tumbang Penyahuan, Kecamatan Bukit Santuai, with land of 10.65 Ha located in Tumbang Penyahuan village completed with:</p> <ul style="list-style-type: none"> - Document stating hand over of right and interest upon land and planting, document stating acceptance of land compensation payment No.LC/60/Penyahuan-Estate/08/2013/03 dated 01/08/2013, acknowledge by Head of Village Desa Tumbang Penyahuan, Camat Bukit Santuai and measuring team; - Letter stating release/handover of land dated 01/08/2013 acknowledged by heald of village Desa Tumbang Penyahuan, Camat Bukit Santuai, and 2 landowners neighboring with Idris Aripinsyah; - Land position sketch dated 21/01/2103, acknowledged by Head of Village Desa Tumbang Penyahuan; - Land Parcel Mapping, dated 01/08/2013 signd by landowner, surveyor and 2 landowners neighboring with Idris Aripinsyah; - Map of planting compensation scale 1:2000, made by PT Agro Wana Lestari and signed by Idris Aripinsyah, surveyor/measurement officer, Head of village Desa Tumbang Penyahuan and Camat Bukit Santuai; - Receipt for land compensation payment in cash No.LC/60/Penyahuan-Estate/08/2013/03 acknowledge by Head of village Desa Tumbang Penyahuan; - Statement on physical authority over the land parcel, Stement on descendant, Statement on No burial gorund/sacred site on the land parcel – acknowledged by Head of village Desa Tumbang Penyahuan, - Minutes of measurement, signed by landowner under name Idris Aripinsyah, measurement officer, management of PT Agro Wana Lestari, Head of village Desa Tumbang Penyahuan and Camat Bukit Santuai. 	<p style="text-align: center;">Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
		- Land statement letter dated 31/06/2013 acknowledged by village head Desa Tumbang Penyahuan and chairman of land inventory and planting team – “Ketua Tim Inventarisasi Lahan dan Tanam Tumbuh Desa Tumbang Penyahuan”, agreement on land compensation value dated 22/04/2013.	
2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. - Major compliance –	The company has settled most of the area under HGU moments back. The company has not acquired any new land recently apart from some approaches for land of customary owners to turn their land into the plasma scheme. The company holds a copy of the land compensation paid to the landowners, including the amount paid for the commercial land with the recipient and witness signatures. Since 2003, the company implements a new policy which required more detailed documents including photographs of the recipients and witnesses	Yes
2.2.5	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance –	Land dispute resolution mechanisms and how to handle the new planting area have been developed in consideration to the law and the ongoing reconciliation process. PT Agro Wana Lestari has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated 15 th August 2010), Measurement of Land for Compensation (LCD 3.1, dated 15 th August 2010), Overlapping Land (LCD 2.3, dated 15 th August 2010). The interviews with some community leaders of Lampasa villages also stated that the company has socialized to them on the procedures. Local community basically approved the compensation mechanism. Interview with stakeholder from Badan Pertanahan Nasional, currently no dispute come into attention.	Yes
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations. - Major compliance -	During assessment, the company has solved any land dispute based on procedure and mechanism which has been communicated to the local communities and complainers.	Yes
Criterion 2.3 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			

Criterion / Indicator		Assessment Findings	Compliance
2.3.1	<p>Maps of an appropriate scale showing the extent of recognised legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Major compliance -</p>	<p>There was no noted any land disputes during assessment and maps of land which have been compensated is available in appropriate scale in term of GIS database.</p>	Yes
2.3.2	<p>Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include:</p> <p>a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making;</p> <p>b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken;</p> <p>c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>Copies of land compensation documents is available in GM office, the documents consist of "Berita Acara Kompensasi" receipt, and photograph are available in premises</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. - Minor compliance -	All information related to oil palm development, social-economic and environmental impact assessment, HCV assessment and procedure for land compensation is available in Bahasa Indonesia.	Yes
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. - Major coimpliance -	Land dispute resolution mechanisms and how to handle the new planting area have been developed by considering the law and the ongoing reconciliation process. the company has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated on 15/08/2010), Measurement of Land for Compensation (LCD 3.1, dated on 15/08/2010), Overlapping Land (LCD 2.3, dated 15/08/2010). The interviews with local communities also stated that the company has socialized to them on the procedures.	Yes
PRINCIPLE 3: COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY			
Criterion 3.1			
There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	<p>PT AWL managed to demonstrate budget for 2014/2015 – 2016/2017 financial year. The budget plan indicated the FFB, CPO, PK for the next 3 years. It is also indicated the own crop cost including upkeep, fertilizer cost, R&D, harvesting overhead.</p> <p>For outside crop, PT AWL taking into account cost of purchase, processing variable cost, processing fixed cost and mill general overhead. The planning taking into account maturity, exchange rate, depreciation and inflation rate.</p> <p>Bukit Santuai POM provide overview of mill operation plan 2014/2015, including throughput target, FFB processed, power generator operating hours, diesel consumption. Budget for year ending 31 March 2015 – FFB processed 151,616 tonnes; OER 25.5%; KER 4.25%;</p> <p>Bukit Santuai POM also provide reports on performance: FFB processed, CPO production, , PK production, OER YTD, KER YTD, milling hour, throughput, water consumption, water used/FFB processed, downtime percentage, etc.</p> <p>Scheme smallholder budget projected for 3,596Ha. Up to 2013, 607Ha smallholder plots created – with budget USD 7,134/Ha. For financial year 2014/2015 planned 555Ha, 2015/2016 planned 800Ha; 2016/2017 planned 800Ha; 2017/2018 planned 834Ha.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
3.1.2	An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance –	PT AWL has the oldest planting of 2009. Currently no replanting programme for at least five years ahead.	Yes
PRINCIPLE 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS			
Criterion 4.1 Operating procedures are appropriately documented, consistently implemented and monitored.			
4.1.1	Standard Operating Procedures (SOPs) for estates and mills shall be documented. - Major compliance -	The estates operate in accordance with the Agricultural Policies. The mill operates in accordance with the Standard Operating Procedures. Estates: Agricultural Policies, first issue 1 August 2010, covers all aspects of oil palm plantation from land clearing preparation up to harvesting and FFB evacuation. Mill: Standard Operating Procedures for Process covering every station from the security gate/FFB receiving until the delivery of product and POME management. Standard Operating Procedures for Laboratory covering quality checks, losses analysis and product standards.	Yes
4.1.2	A mechanism to check consistent implementation of procedures shall be in place. - Minor compliance –	PT AWL has internal audit agronomy to checks the compliance of work; this internal audit to verify the quality of harvesting, fertilizer application and spraying works. PT AWL demonstrates laboratory mill audit to checks the laboratory operation. Laboratory mill audit conducted for Bukit Santuai Palm Oil Mill on 3-4 th November 2014 and recorded under Palm Oil Mill Laboratory Audit Report No.02/11/2014.	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.1.3	<p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance -</p>	<p>The records of monitoring and the actions taken had been maintained for more than 12 months on the mill and estates concerned. These records have been verified to be satisfactory.</p> <p>Record sampled: PT AWL FFB Ripeness Quality at mill ramp – Agronomic staff checks the FFB quality from each estate for ripe FFB, under ripe FFB, unripe FFB, overripe FFB, empty bunches, rotten bunches, etc.;</p> <p>PT AWL Crop Grading Report Desember 2014 at in field assessment;</p> <p>PT AWL Harvesting Recovery Efficiency during in-field assessment – Agronomic staff checks the harvesting quality, number of bunches harvested, loose fruit not collected, FFB not evacuated, under pruning palm, over pruning palm, hanging frond, frond placement, etc.;</p> <p>Fertilizer efficiency in field assessment – carried out by agronomic staff to monitors fertilizer application timing, weed condition, fertilizer dosage, fertilizer placement, average productivity (fertilizer bag/worker), etc.</p> <p>Bukit Santuai Mill: Daily process logsheet BSM (records accepted FFB, backlog FFB, FFB processed, Mill throughput, press throughput, current process in screw press), Sterilizer logsheet records details of sterilizer process (in time, total time, etc), Tipper Operation Monitoring Sheet, EFB Press Logsheets, Kernel Recovery Logsheets, Oil Purifier Logsheets, Clarification Station Logsheets, Boiler Logsheets, etc.;</p> <p>Laboratory Daily Lab Report dated 31st December 2014 record on date FFA, moisture, dirt for CPO; moisture, dirt and broken kernel for Palm Kernel; Oil losses on sample of press and decanter, Kernel losses on sample.</p>	Yes
4.1.4	<p>The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).</p> <p>- Major compliance -</p>	<p>Bukit Santuai Palm Oil Mill maintains daily records of all FFB received. The records show the origin, weight, transporter details and other details of the FFB received.</p> <p>Bukit Santuai Mill is able to present database “FFB arrival” for the period 1-31st January 2015. Outside crop coming from CV Santuai Megah Karya Illahi 25,380 kg; PT Karya Makmur Abadi 1,781,070 kg; Sempung 38,810 kg.</p>	Yes
<p>Criterion 4.2 Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			

Criterion / Indicator		Assessment Findings	Compliance
4.2.1	<p>There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible.</p> <p>- Minor compliance -</p>	<p>Estate field standard are documented for all estates and management is by Agricultural policy and SOP's. A number of specific operating procedures is in place to manage fertility through application of fertilizer and other organic matter as nutrition.</p> <p>Chapter 14 – Fertilizer Policy No.OP/C14/06/01 dated 1st June 2006 explains fertilizer recommendation, empty bunches mulching, Mature and immature fertilizer regime;</p> <p>Chapter 15 – Fertilizer sampling Policy for Quality Control No.OP/C15/06/01 dated 1st June 2006;</p> <p>Chapter 16 – Sample taking Policy No.OP/C16/06/01 tanggal 1 Juni 2006 explains sample taking, sampling on the ground, vegetative measurement, sampling frequency, etc.;</p> <p>SOP Fertilizer Application MAT 4 ver.1 dated 1st September 2010 related to oil palm fertilizer;</p> <p>SOP POME Application MAT 20b related to Palm Oil Mill Effluent utilization as liquid nutrient;</p>	Yes
4.2.2	<p>Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>Fertilizers are applied as per agronomist recommendation. Record shows application date, field number-afdeling number, fertilizer dosage applied per palm, type of fertilizer and number of workforce.</p>	Yes
4.2.3	<p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance -</p>	<p>PT Agro Wana Lestari performed leaf sample on annual basis and soil sampling on 6-yearly basis. The analysis result is the base for fertilizer recommendation in the upcoming year.</p>	Yes
4.2.4	<p>A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>PT AWL has composting facility. The compost produced from Empty Fruit Bunch. Tanah Haluan Estate and Penyahuan Estate is supplied with compost, 70kg per palm, placed on inter row. Record of compost application is available.</p> <p>Example: Compost application at Penyahuan Estate block P28, O18, O23, O24, N21, N24, N27, O22, M23 total 796.7Ha – completed 485.81 Ha; with compost totalling 5,087.11 ton up to 31 December 2014.</p>	Yes
Criterion 4.3			
Practices minimise and control erosion and degradation of soils.			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>PT AWL is able to demonstrate a semi-detailed soil maps indicating the soil type, soil group, slope class and topographic information. The soil map carried out by Param Agricultural Soil Survey. It is known that the limitation area with slope over 25%.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.3.2	A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific). - Minor compliance –	PT AWL is practicing terrace for area with steep slope. In addition, management maintains the cover crop, application of compost, planting vertiver grasses and frond stacking against contour line.	Yes
4.3.3	A road maintenance programme shall be in place. - Minor compliance –	Road maintenance programme is in place. Tanah Haluan: Main road budget 902 meter, actual maintained 8,126 meter; collection road budget 3,543 meter, actual maintained 31,889 meters.	Yes
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Major compliance –	Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT AWL plantation.	Yes
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the longterm viability of the necessary drainage for oil palm growing. - Minor compliance –	Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT AWL plantation.	Yes
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –	PT AWL is practicing terrace for area with steep slope. In addition, management maintains the cover crop, application of compost, planting vertiver grasses and frond stacking against contour line. For plantation area where low organic matter identified, compost is applied.	Yes
Criterion 4.4 Practices maintain the quality and availability of surface and ground water.			

Criterion / Indicator		Assessment Findings	Compliance
4.4.1	An implemented water management plan shall be in place. - Minor compliance -	Water management plan is in place. For plantation, this is including the protection of river buffer zone, protection of water source and rehabilitation of water catchment area. For Bukit Santuai POM, the water management plan includes efficiency of water usage; both for process and domestic use and protection of water source.	Yes
4.4.2	Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated. - Major compliance -	PT AWL has a water management plan, including protection of river buffer zone. Company implemented policy to maintain the river buffer zone. There is no chemical regime; pesticide and fertilizer application, 20 meters from both side of the river.	Yes

Criterion / Indicator		Assessment Findings	Compliance																																																																								
4.4.3	<p>Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6).</p> <p>- Minor compliance –</p>	<p>Bukit Santuai Palm Oil Mill is having 4 effluent ponds to treat the POME. Each pond capacity is 18,000m³. The first pond is for cooling down, second pond for anaerobic pond, third pond for aerobic pond and last pond ready for land application.</p> <p>The company discharged effluent to thw Land Application and carried out regular sampling to monitor the BOD level. Records seen indicate the BOD level and other parameters is within level permitted by government.</p> <p>Record of effluent monitoring from April 2014 – February 2015, as below:</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Bulan</th> <th>BOD Outlet</th> <th>COD Outlet</th> <th>TSS Outlet</th> <th>Oil and Grease</th> <th>pH Outlet</th> </tr> </thead> <tbody> <tr><td>April 2014</td><td>653</td><td>1635</td><td>209,7</td><td>6,1</td><td>8,3</td></tr> <tr><td>Mei 2014</td><td>653</td><td>1635</td><td>209,7</td><td>6,1</td><td>8,3</td></tr> <tr><td>Juni 2014</td><td>702</td><td>1756</td><td>181,6</td><td>14,2</td><td>8,1</td></tr> <tr><td>Juli 2014</td><td>658</td><td>1646</td><td>1312</td><td>7,3</td><td>8,1</td></tr> <tr><td>Agustus 2014</td><td>566</td><td>1415</td><td>740</td><td>26,3</td><td>8,2</td></tr> <tr><td>September 2014</td><td>1085</td><td>2713</td><td>12</td><td>54</td><td>8</td></tr> <tr><td>Oktober 2014</td><td>633</td><td>1583</td><td>1188</td><td>253</td><td>8</td></tr> <tr><td>November 2014</td><td>707</td><td>2021</td><td>12</td><td>18</td><td>8</td></tr> <tr><td>Desember 2014</td><td>505</td><td>1262</td><td>448</td><td>508</td><td>4,1</td></tr> <tr><td>Januari 2015</td><td>1098</td><td>2745</td><td>170</td><td>11,9</td><td>8,5</td></tr> <tr><td>Februari 2015</td><td>667</td><td>1668</td><td>638</td><td>82,8</td><td>8,5</td></tr> </tbody> </table> <p>All parameters above is comply with Peraturan menteri Lingkungan Hidup No. 28, year 2003”</p>	Bulan	BOD Outlet	COD Outlet	TSS Outlet	Oil and Grease	pH Outlet	April 2014	653	1635	209,7	6,1	8,3	Mei 2014	653	1635	209,7	6,1	8,3	Juni 2014	702	1756	181,6	14,2	8,1	Juli 2014	658	1646	1312	7,3	8,1	Agustus 2014	566	1415	740	26,3	8,2	September 2014	1085	2713	12	54	8	Oktober 2014	633	1583	1188	253	8	November 2014	707	2021	12	18	8	Desember 2014	505	1262	448	508	4,1	Januari 2015	1098	2745	170	11,9	8,5	Februari 2015	667	1668	638	82,8	8,5	Yes
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Juni 2014	702	1756	181,6	14,2	8,1																																																																						
Juli 2014	658	1646	1312	7,3	8,1																																																																						
Agustus 2014	566	1415	740	26,3	8,2																																																																						
September 2014	1085	2713	12	54	8																																																																						
Oktober 2014	633	1583	1188	253	8																																																																						
November 2014	707	2021	12	18	8																																																																						
Desember 2014	505	1262	448	508	4,1																																																																						
Januari 2015	1098	2745	170	11,9	8,5																																																																						
Februari 2015	667	1668	638	82,8	8,5																																																																						
4.4.4	<p>Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored.</p> <p>- Minor compliance –</p>	<p>Bukit Santuai Mill performs monthly monitoring of mill water use per tone FFB processed. The records are maintained. For instance in March 2015, FFB processed 11,647 tonnes, water used for process 10,171 m³, thus 0.87m³ water used per tonne FFB processed.</p>	Yes																																																																								
<p>Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>																																																																											

Criterion / Indicator		Assessment Findings	Compliance
4.5.1	Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -	IPM Plan includes early warning system and the planting of beneficial plants. Records of bagworm census and black bunch census from each estate are available. From these records no infestation above economic threshold. Beneficial plants such as <i>Turnera subulata</i> are grown in the estates. Records of planting of new areas and maintenance of existing areas of beneficial plants and location maps are available.	Yes
4.5.2	Training of those involved in IPM implementation shall be demonstrated. - Minor compliance -	Training records for staff on IPM implementation were available and verified to be satisfactory during on-site assessment. Training record seen from Tanah Haluan estate and Penyahuan estate comprise of pest and disease management and weed management.	Yes
Criterion 4.6			
Pesticides are used in ways that do not endanger health or the environment.			
4.6.1	Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. - Major compliance -	Agriculture Policy Chapter 20 – Weed Management No.OP/C20/06/01 and Chapter 21 – Management of Pest and Disease No.OP/C21/06/01 for written justification in the use of Agrochemical was reviewed and found acceptable. The operating units have a permit for the use of agrochemical from Kotawaringin Timur Regency’s Manpower Office No.560.566/388/WAS-KK/XII/2014 dated 29 th December 2014 for the use of “Cozeb, Best Up, Regent 50SC, Supretox 276 SL, Benlox, Antracol, Amiron M21WG, Dalopir 480 EC, Klerat 0.055BB, Starfos 25 EC, Tiflo”.	Yes
4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. - Major compliance -	Records of pesticide use (including active ingredients used and their LD50, area treated amount of active ingredient applied per Ha and number of applications) had been maintained and kept by Agronomy, starting from 2013. Verified that records of monitoring were satisfactory.	Yes
4.6.3	Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines. - Major compliance -	It is the policy to minimize the use of pesticide in accordance to IPM plan. No prophylactic use of pesticide had been carried out at the estates for the period concerned. The pesticide reduction program is monitored on usage per hectare basis. Overall, it has shown a slight decline.	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.4	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>Paraquat is still being used in the operating units. However, it is the policy of PT Agro Wana Lestari to reduce the use of paraquat gradually. Records on the use of paraquat active ingredient per tonne FFB production over 5 years were examined and it was found that there has been a slight decline from 2013.</p> <p>There were no other Class 1A or 1B was in use or kept by visited estates.</p>	Yes
4.6.5	<p>Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>- Major compliance -</p>	<p>All pesticide operators had been given training on the handling and application of the pesticides. Appropriate safety and application equipment had been provided and used by the operators. All precautions attached to the product/MSDS had been observed, applied and understood by chemical storekeepers, supervisors and sprayers.</p> <p>Programme and training records had been verified to be satisfactory. Training on limited pesticide use "Pelatihan Pestisida Terbatas" by "Dinas Pertanian Peternakan Penyuluhan dan Ketahanan Pangan Kabupaten Kotawaringin Timur dan Supplier PT Dharma Guna Wibawa" dated 21st January 2015 for 70 workers verified. Certificate of attendance "Sertifikat Pelatihan Pestisida Terbatas" for 65 chemical storekeepers, supervisors and sprayers. Sample taken: Mr. JFA, certificate No.520.029/353/PPP-KP-VII/2015, valid up to January 2019.</p>	Yes
4.6.6	<p>Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3).</p> <p>- Major compliance -</p>	<p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p>	Yes
4.6.7	<p>Application of pesticides shall be by proven methods that minimise risk and impacts.</p> <p>- Minor compliance -</p>	<p>Pesticides had been applied using the Best Management Practices that minimize risk and impacts. The agrochemical storekeepers, supervisors and sprayers found to understand the use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.8	<p>Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application.</p> <p>- Major compliance -</p>	There is no aerial application of pesticides in all operating units.	Yes
4.6.9	<p>Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated; including provision of appropriate information materials (see Criterion 4.8).</p> <p>- Minor compliance –</p>	Periodic training on pesticide handling had been carried out for the workers. Information on the pesticides displayed on the agrochemical storage.	Yes
4.6.10	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance –</p>	Empty pesticide containers had been used for mixing chemical for spraying in the fields. Others containers had been triple rinsed and punctured and disposed off through licensed contractor approved by Ministry of Environment. Records of hazardous waste had been verified to be satisfactory.	Yes
4.6.11	<p>Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Estates have a programme of conducting biomonitoring of all pesticide operators. Tanah Haluan estate carried out the latest biomonitoring on November 2014 for 39 sprayers and fertilizer applicators. Sangai estate carried out the latest biomonitoring on November 2014 for 17 sprayers, fertilizer applicators and supervisor. Penyahuan estate carried out the latest biomonitoring on November 2014 for 75 sprayers and supervisors. Monitoring results showed all operators fit to work.</p> <p>Interviews with the pesticides handlers and workers present were conducted during on-site field visits. Based on the feedback received and observation made, they did not display any symptoms of toxic reactions such as skin disorders, rashes, mouth and throat pains, breathing difficulties or nail discolorations.</p> <p>The company also conducted audiometric test for their workers who are worked in noise level areas, the result seen that "normal level"</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.12	No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -	Each estate performed monthly pregnancy check for the female sprayers. It was verified from records, field inspections and interviews that no pregnant or breastfeeding woman can work as pesticide operator.	Yes
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p> <p><i>Specific Guidance for 4.7.7: The National Interpretation will define the metrics for LTA. For countries where there are no national interpretations, the growers will determine their own metrics.</i></p>			
4.7.1	A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored. - Major compliance -	Occupational Health and Safety Policy found to be clearly displayed at Bukit Santuai POM and in the estates office. PT Agro Wana Lestari is certified OHSAS 18001:2007 company. A set of manual and procedure related to occupational health and safety is in place. HIRADC register is in place and reviewed regularly. OHS objective, target and programme is in place. Adequate posters, regulations, newsletters were prominently displayed on notice boards. Interviewed workers demonstrated awareness towards occupational safety and health. A systematic monitoring mechanism is implemented through internal audits and health and safety inspections. Latest internal audit in Tanah Haluan estate performed 26 th August 2014, where 14 findings identified. Correction and corrective action plan is in progress.	Yes
4.7.2	All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers. - Major compliance -	PT Agro Wana Lestari demonstrated HIRADC, latest review April 2015. Risk assessment had been carried out on all operations where health and safety is an issue. Significant hazards were determined and documented in the HIRADC analysis which included noise exposure, chemical and pesticides exposure, accident and fire outbreak. Procedures and control measures were implemented to mitigate the risks.	Yes

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>Training programme planned for year 2015 was consistently implemented. The programme includes training for all categories of workers. Evidence of adequate and appropriate training on safe working practices provided to:</p> <ul style="list-style-type: none"> - workers exposed to machinery and high noise levels, - heavy machinery operators, - harvesters - pesticides operators <p>The safe working practices and application of pesticides is covering in procedure "Manajemen Hama dan penyakit No.OP/C21/06/01"</p> <p>Training also provided on use of fire extinguishers and fire drill, awareness and understanding of MSDS/CSDS and first aid.</p> <p>Based on field visit, it was found that all workers using PPE appropriately, the company provides safety training relating to their work at least once a year by the qualified Safety & Health Officer and training records are available. Evaluation carried out on each training programme to determine its effectiveness. All staff and mill employees attended the training as indicated in the records maintained.</p> <p>Operator license for operators are available (SIO – Surat Ijin Operqator), e.g. Sertifikat Bidang Pesawat Angkat dan Angkut for Mr. Agus Purnomo No.13.30915-OPK3-PA/I/2014 (valid 17th January 2014 – 17th January 2019) and for Mr. Awal No.13.30903-OPK3-PAA/I/2014 (valid 17th January 2014 - 17th January 2019)</p>	<p style="text-align: center;">Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
4.7.4	<p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p> <p>- Major compliance -</p>	<p>PT Agro Wana Lestari demonstrated the appointed and approved health and safety committee, as per "Surat Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur No.KEP.560.566/283/KEP/WAS.KK/P2K3/X/2014 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja PT Agro Wana Lestari" dated 16th October 2014. Based on the approved structure, the chairperson is Mr. Andjang P, secretary is Mr. Maulaya Arif.</p> <p>The health and safety committee conducted monthly health and safety committee meeting. Sample taken: Minutes of meeting from health and safety committee meeting dated 10th January 2015, discussing limited pesticide use training , provision of MSDS, etc. Attendance list is available, 22 members attended the training.</p>	Yes
4.7.5	<p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance –</p>	<p>Accident and emergency procedures had been written and communicated and/or trained to staff, workers, contractors and visitors.</p> <p>Workers trained in First Aid were present in the mill and field operations. The first aiders holds license from local manpower office. Records on all accidents had been verified to be maintained satisfactorily. Regular review on accident cases had been carried out during quarterly meeting of Environment, Safety & Health (ESH).</p> <p>First aider license: Lisensi P3K No.WAS KK/P3K/2015 under name Edianson Damanik from Keminting estate, dated 5th February 2015. Lisensi P3K No.WAS KK/P3K/2015 under name Edi Erwanto, Sangai estate, dated 5th February 2015.</p>	Yes
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance –</p>	<p>Medical care and insurance had been provided to all the workers. Each estate has a medical clinic providing basic medical services for workers for free.</p> <p>Accident insurance covered by Jamsostek, as mandated by government regulation.</p>	Yes
4.7.7	<p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance –</p>	<p>PT Agro Wana Lestari's EHS team prepares safety index. The safety index is monitoring tool, indicating number of worker (at each operating units), number of major and minor accident as well as the lost time injury.</p> <p>The monitoring carried out on monthly basis and results were discussed during safety committee meeting.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.8			
All staff, workers, smallholders and contract workers are appropriately trained.			
4.8.1	<p>A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme.</p> <p>- Major compliance –</p>	<p>Basic competency determined by each department (GPS/GIS, HR & GA, Medical, EHS, Civil Engineering, Plantation, Finance, Public relation, GRDC, Risk control, etc.). The training need evaluation carried out by each line manager on annual basis. The result of evaluation then becomes basis for training plan.</p> <p>PT Agro Wana Lestari demonstrated the Training Calendar 2015/2016. The training programme including Awareness RSPO, ISPO, ISO 14001 & OHSAS 18001 (June 2015), HIRADC – Environment Aspect-Impact (January 2016), Conservation management (June 2015), Basic fire & Use of Fire extinguisher (May 2015), Safe pesticide & fertilizer application and handling (November 2015, January, February, March 2016); Safe Harvesting & Loading Procedure (December 2015, Januari-March 2016); Electrical safety (December 2015);</p>	Yes
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>Training record for each employee are maintained.</p> <p>Sample taken: Mr. Asrul bin Rahman (Transport) joined Safety driving training 9th May 2015; Mr. Wawansyah (Mill process) joined Work at height training 17th July 2014, Confined space training on 5th May 2015;</p>	Yes

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

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

Criterion / Indicator		Assessment Findings	Compliance
5.1.1	An environmental impact assessment (EIA) shall be documented. - Major compliance -	Social Environmental Impact Assessment (SEIA)/AMDAL entitled "Rencana Perluasan Area Perkebunan dan pembangunan Pabrik Pengolahan Kelapa Sawit PT Agro Wana Lestari". The initial hectarage was 8,600 Ha (under name PT Agro Sembuluh) and the additional hectarage 7,336.45 Ha, into total hectarage of 15,936.45 Ha with palm oil mill of 90 tons FFB/hour. The project obtain environmental permit as per "Surat Keputusan Gubernur Kalimantan Tengah No.188.44/167/2011 tentang Kelayakan Lingkungan Hidup Kegiatan Rencana Perluasan Areal Perkebunan Kelapa Sawit dari 8,600 Ha (An Agro Sembuluh) menjadi 15,936 Ha dan Pembangunan Pabrik pengolahan Kelapa Sawit dengan Kapasitas 90 ton TBS/jam oleh PT Agro Wana Lestari di Kecamatan Bukit Santuai, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah", dated 20/05/2011.	Yes
5.1.2	Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance -	There has been no change in PT Agro Wana Lestari's operation, no revision made to the environment programme.	Yes
5.1.3	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. - Minor compliance -	The company has prepared report on Environmental Management and Monitoring implementation (Laporan RKL-RPL) and sent reports every 6 month to Government Authority, e.g RKL-RPL report semester II 2014 (Period July – December 2014), acceptance letter by officer as evidence,	Yes
<p>Criterion 5.2 The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>			

Criterion / Indicator		Assessment Findings	Compliance
5.2.1	<p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).</p> <p>- Major compliance -</p>	<p>Company has conducted two (2) series of HCV identification exercise. The first HCV identification dated 08/2008 by EM&M Consultant (Charlie Ross). Re-identification was being done by Institut Pertanian Bogor in 10/2009, to produce final report on 11/2011. HCV identified are HCV1 (2,015.62 Ha), HCV2 and HCV3 in form of Bukit Santuai and Bukit Laggai (Santuai hill and Laggai hill), which also contains HCV1 of 1,137.27 Ha, HCV4 (386.85 Ha) and HCV 6 (2 Ha). The total HCV area identified was 2,404.47 Ha.</p> <p>HCV identification refer to the HCV Toolkit - 2008</p>	Yes
5.2.2	<p>Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p>Based on HCV identification was found RTEs species, such as:</p> <ul style="list-style-type: none"> - 10 mammals species, e.g. Klasi (<i>Preesbytis rubicund</i>), Owa (<i>Hylobates ogilis</i>), Orangutan (<i>Pongo pygmaeus</i>), Trenggiling (<i>Manis javanica</i>), Landak (<i>Histryx brachyuran</i>), Beruang Madu (<i>Helarctos malayyanus</i>), Payau (<i>Vervus unicolor</i>), Kijang Emas (<i>Muntiacus atherodes</i>) and Kancil (<i>Tragulus javanicus</i>) - 10 birds species, e.g. Burung Elang Tikus (<i>Elanus caeruleus</i>), Burung Elang Ular (<i>Spilornis cheela</i>), Burung Kangkareng hitam (<i>Anthracacerus malayanus</i>), Burung Julang Emas (<i>Acers undulates</i>), Burung Madu Kelapa (<i>Anthreptes malacensis</i>), Burung Pijantung Kecil (<i>Anachnothera longirasta</i>), Burung Madu Pengantin (<i>Nectarinia sperata</i>), Burung Madu Sepah Raja (<i>Arhopyga siparaja</i>), and - no reptil species <p>The HCV management and monitoring plan: HCV area delineation and marking; maintenance of HCV sign boards; protection of flora and wildlife; rehabilitation and enrichment of HCV area; Communication on HCV importance to local community and employees; HCV training for dedicated person.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.2.3	<p>There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species.</p> <p>- Minor compliance –</p>	<p>The company has placed a warning board to control and prevent illegal activities such as hunting, poaching and fishing at the high conservation value area. Furthermore, the conservation officer is communicating the importance of HCV conservation and protection to surrounding villages.</p> <p>Posters and signs indicating the presence of protected species are available on various premises. The company has communicated the status of HCV in the plantation to the local communities and workforce, e.g.</p> <ul style="list-style-type: none"> - Communicating the importance of HCV to seven (7) villages surrounding company, on 12-14/12/2014 at Desa Tumbang Penyahuan, Desa Tewai Hara, Desa Tumbang Keminting, Desa Tanah Haluan, Desa Lunuk Begantung, Desa Tumbang Torung – attended by 27 communities; - Communicating the importance of HCV to employees, dated 17/04/2015, attended by 17 employees. Communicating the importance of HCV to managerial level on 12/12/2014, attended by 16 managers. - HCV training for conservation agents, dated 06/05/2015 – attended by 6 EHS members. <p>Interview of local communities and workers confirmed that PT Agro Wana Lestari had carried out awareness on HCVs to the workers and local communities, included scheme smallholders, It was noted that they were aware of RTEs and HCV areas</p>	Yes
5.2.4	<p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance –</p>	<p>Biodiversity monitoring has done once a year, monitoring illegal logging, encroachment of HCV area, slashing Mucuna invading the HCV area, land fire monitoring and patrol. Monthly monitoring report recorded under "Conservation Zone – Monthly Checklist", dated 29/04/2015.</p> <p>Complete monitoring report, has done once a year, as documented under "Laporan dan Review Pengelolaan dan Pemantauan Kawasan HCV – PT. Agro Wana Lestari" period of 2014.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.2.5	Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights. - Minor compliance –	All HCV and conservation areas within the company areas.	Yes
Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	All waste products and sources of pollution shall be identified and documented. - Major compliance –	The company has identified all waste and pollution sources, documented under "Environmental & Social Aspect and Impact Risk Register". This register is updated regularly and revised accordingly. SOP Pengelolaan Limbah dan Landfill. Limbah dipisahkan menjadi limbah B-3 dan non B-3. Bab 4.3 menjelaskan sumber limbah dan pengelolaan limbah. Contoh: untuk bekas kemasan pestisida dari gudang pestisida disimpan di TPS limbah B3 dan dikirim ke pengumpul, janjang kosong dimanfaatkan sebagai mulsa dan kompos.	Yes
5.3.2	All chemicals and their containers shall be disposed of responsibly. - Major compliance -		Yes

Criterion / Indicator		Assessment Findings	Compliance
5.3.3	<p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance -</p>	<p>The company has developed hazardous waste management plan, including infectious waste from clinic. The hazardous waste collected in temporary storage and disposed off through licensed contractor. Furthermore, company reports to Ministry of Environment on regular basis. Related record such as hazardous waste stock, manifest and hand over minutes from temporary storage to licensed contractor is maintained.</p> <p>PT Agro Wana Lestari has permit for temporary hazardous waste storage as per "Izin Penyimpanan Limbah B3" berdasarkan Keputusan Bupati Kotawaringin Timur No.660/0694/BLH-Ek.SDA/I/2015 tentang Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun PT Agro Wana Lestari di Kecamatan Bukit Santuai, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah" dated 19/01/2015, valid for 5 years. PT Agro Wana Lestari able to demonstrate all records to hazardous waste handling. Balance sheet record of hazardous waste in Bukit Santuai POM available.</p> <p>Hazardous waste handling performance has been documented and reported to relevant environmental office. Report seen: "Laporan No.047/EHS/AWL/I/2015 untuk pelaporan periode Oktober – Desember 2014 di PT Agro Wana Lestari", period 10-12/2014. The report indicates the balance sheet for handling of waste oil, used battery, used filter, contaminated materials.</p>	Yes
<p>Criterion 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>			
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p>- Minor compliance -</p>	<p>Company used all the fibre and kernel shell as renewable energy for boiler fuel. The remaining fibre and kernel shell used as replacement of HSD fuel when the palm oil mill is not operating. Company has prepared for fibre-fueled boiler utilization every month. For instance in month 04/2015, fibre used for boiler operation, targeted 29 hours, fibre load 1.2 hours/day – equal to 14.28 MT fibre. The energy produced saves 72 liters HSD fuel per day.</p>	Yes
<p>Criterion 5.5 Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			

Criterion / Indicator		Assessment Findings	Compliance
5.5.1	<p>There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Major compliance -</p>	<p>PT Agro Wana Lestari demonstrates procedure for emergency fire response to prevent and extinguish fire. The prevention of fire through regular fire patrol, eather forecasting and fire danger potential, construction of fire tower, fire fighting simulation/drills, preparing and maintaining fire extinguisher, improve employees awareness. PT Agro Wana Lestari has also procedure for Fire Danger Rating, to measure fire potential based on database of rainfall, number of days without rain, availability of fuel on ground and wind condition. The risk calculation being updated on daily basis and posted on fire danger rating board. The boards were located on several location, for ease of visual/alert.</p> <p>The company has implemented a zero burning policy since the start of the oil palm development. Burning is not allowed and there is no evidence of burning. Policy on Land clearing without burning, Reference number: OP/C2/06/01 dated 1st June 2006; this policy applies for all new planting and replanting areas.</p> <p>Fire fighting team has been established and trained. Fire fighting infrastructures/tools are in place and ready-to-use. Any fire incident/fire fighting activity occurred, recorded and reported to relevant authorities.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.5.2	<p>Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance -</p>	<p>The company is using mechanical method for land clearing.</p> <p>The company has developed emergency response procedure against land burning - SOP "Tanggap Darurat Kebakaran" No.SOP.EHS.ERP-03 chapter 4.1 explains prevention of fire break through fire danger rating, updated every morning. Supervisor at Lampasa estate are trained. The company also has a fire fighter team, ready to deploy in the case of fire break. Fire patrol was done in regular basis, fire severity sign board is available on various places. During the course of visit, the fire rating is on extreme level; fire fighter is on standby position.</p> <p>A fire fighter teams, fire extinguishers and fire fighting facilities are available. The fire-fighting equipment available is: <i>bowser/tangki pemadam api</i>, <i>PTO</i>, <i>hose/selang spiral</i>, <i>fire hose/selang pemadam panjang 30 meter</i>, <i>nozzle</i>, <i>tangka air/water tank</i>, <i>robin pump/pompa ringan portabel</i>, <i>hose spiral robin</i>, <i>clamp karet</i>. The last inspection on 20th April 2015.</p> <p>PT Agro Wana Lestari has fire mitigation officer, namely "Tim Tanggap Darurat" (Emergency Response Team), team is trained and experienced for fire mitigation, this team is included in the P2K3 officer which has been approved by "Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" No.KEP.560.566/283/KEP/WAS.KK/P2K3/X/2014.</p>	Yes
<p>Criterion 5.6 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			
5.6.1	<p>An assessment of all polluting activities shall be conducted, including gaseous emissions; particulate/soot emissions and effluent (see Criterion 4.4).</p> <p>- Major compliance -</p>	<p>Waste, pollution and emission source has been identified under environmental aspect-impact document. The latest review dated 11/2105.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.</p> <p>- Major compliance -</p>	<p>The company has procedure "SOP Identifikasi, Mitigasi dan Perhitungan Emisi Gas Rumah Kaca No.SOP.EHS.GHG-01"</p> <p>Identification of pollutant and GHG, such as: usage of anorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME.</p> <p>The company also has minimized pollutant and GHG through using EFB as organic fertilizer, zero burning, implementing IPM to reduce pesticides usage, using fibre and sell for boiler, etc.</p>	Yes
5.6.3	<p>A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools.</p> <p>- Minor compliance -</p>	<p>The company has identified significant pollution and emission in all operation units and calculating GHG based on RSPOPalm – GHG.</p> <p>The company has monitored of noise level regularly in each station, such as: Nut and Press Station, Pressing Station, Oil Clarification, WTP, Loading Ramp, Sterilizer and Tripler, Power House, and Boiler Station, the last monitoring was conducted in October 2014, the noise level in Boiler station is 88.6 dBA and Sterilization station 101.7 dBA.</p>	Yes
PRINCIPLE 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLERS			

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.1			
Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	<p>Social impact assessment is incorporated in SEIA (AMDAL) and also the company has conducted Social Impact Assessment (SIA) colaberrated with "Fakultas Kehutanan IPB", in November 2012.</p> <p>Matters which could have potential social impacts including accessibility, business opportunity and employment opportunity, village land availability were getting smaller. Converting rubber plantation become oil palm plantation, reducing hunting area of local communities, land conflict between company and local communities and among local community due to the increasing land value.</p> <p>The local communities was involved in SIA process and result incorporated in "Social Management Plan", consists of programme, activity, opportunity, strategic, result and timeline. Social issues and program are managed under CSR Department</p> <p>The report documents are available. The RKL/RPL is reported periodically to the Department of Environment Kotawaringin Timur District..</p>	Yes
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties. - Major compliance -	The company holds meetings once a month formally with the local communities surrounding plantation to get input from them regarding SIA. Minutes of meeting, attendances list and photographs are available as evidence.	Yes
6.1.3	Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -	The SEIA and SIA covering both positive and negative impact, monitoring of impact is covered in RKL RPL report which regularly submit to the government.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.1.4	The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. - Minor compliance -	Regular RKL/RPL reports are available and reported routinely to the related institution every 6 month – see detail in indicator 6.1.2.	Yes
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	Scheme smallholders in progress now, the company have obtained approval from Bupati Kotawaringin Timur "Arahan Lokasi" as letter no. No. 525.26/099/EKSDA/II/2014, dated 13 th Februari 2014 with total area 2,175.41 Ha is located in Bukit Santuai District.	Yes
Criterion 6.2			
There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.			
6.2.1	Consultation and communication procedures shall be documented. - Major compliance -	Procedure for communication with local communities is part of SOP No.IMS- P06 on Communication, second revision dated 01 st December 2012, under sub- heading of "external communications". Record of meetings is available and maintained.	Yes
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	The company has appointed "Humas" – Public relation as dedicated person responsible for consulting and communicating with local communities, i.e. Head of CSR Department.	Yes
6.2.3	A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained. - Minor compliance -	List of stakeholders is available and updated in July 2015, comprise of 4 members of "Kementerian Lingkungan Hidup", 7 members of "Badan Lingkungan Hidup Kabupaten" in Kabupaten Kotawaringin Timur and Kabupaten Seruyan, 2 members from academic institution, 7 persons from "BKSDA/Manggala Agni/Pemadam" – Natural resources conservation/fire-fighter, 3 members of "Dinas Tenaga Kerja Kabupaten Seruyan" – manpower office of Kabupaten Seruyan, 5 members of NGO (WWF and OFI), 5 officers from police force, 3 members from Hazardous Waste Disposal, 3 personnel of Laboratory	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.3			
There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
6.3.1	The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -	The company has updated "Consultation and communication with local community" as described in no. IMS.P-06, rev. 01, effective 30 January 2015, the procedure is regulated consultation and communication process and method, who is responsible to handle complaints, timeline. This procedure has been communicated to the local communities. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.	Yes
6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance -	The complaint and grievances, both from internal and external is documented "Buku Komunikasi".	Yes
Criterion 6.4			
Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions..			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance -	Procedures for the identification, calculation and compensation for the loss of legal or customary rights of the land have been developed, with the involvement of local community representatives and relevant agencies are included in the SOP No. LCD 2.1 on Socialization dated 15 th August 2011. The SOP provides guidance on the process of gaining community consent and payment mechanism agreed by communities and company. Company also holds SOP No. LCD 2.4 on Land Compensation Payment on technical aspect of payment to the land obtained by the company. No any changes of procedures since the last audit.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.4.2	<p>A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land.</p> <p>- Minor compliance –</p>	<p>Records of people identified and entitled to compensation are in place. Records of all compensation issues are retained. The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 1996. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.</p>	Yes
6.4.3	<p>The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available.</p> <p>- Major compliance –</p>	<p>The documented procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented. The compensation is calculated using government guidelines for land and crop values. This is already implemented. Details of negotiation settlements, including detail of compensation (land compensation, improvement compensation, crops compensation) are held in file "Agro Wana Lestari Land Compensation" since the development of the estate in 2008.</p> <p>The company holds the records of all compensation payments since 1996 including amounts, statement letter, receipt, negotiation record, progress of complaint, details of witness and photograph of recipient (especially since 2008).</p> <p>Based on document review and interview with local communities, it was noted that land compensation has been done and no any land dispute since July 2014.</p>	Yes
<p>Criterion 6.5 Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.5.1	<p>Documentation of pay and conditions shall be available.</p> <p>- Major compliance -</p>	<p>Company has a copy of minimum wage – “Peraturan Gubernur Kalimantan Tengah No. 43 Tahun 2014 tertanggal 28 Oktober 2014 tentang Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2015 Kabupaten Kotawaringin Timur”, stating the 2015 minimum wage for agriculture sector sets at Rp.2,108,920/month. Internal memo issued by Deputy Head HR and signed by Director on 17/12/2014 related to wage adjustment for 2015, effective 01/01/2105.</p> <p>Company has paid the employees as per minimum wage – based on payment record verification “HARP – Agriculture Resources Planning”. The wage component comprise of basic salary, daily premium, work premium, overtime, presence benefit, rice benefit, etc. Deduction in form of social insurance – BPJS/Jamsostek and income tax. Sample:</p> <ol style="list-style-type: none"> 1. Payment slip of permanent worker under name AR on month 04/2015 paid Rp.3,018,992; 2. Payment slip of permanent-daily worker under name YT on month 04/2015 paid Rp.2,464,013; 	Yes
6.5.2	<p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>- Major compliance -</p>	<p>Work agreement between employees and company are available and documented in each employee’s archive. Sample of work agreement seen: Mr. TAA, Contract No.GMO/PKWT-KMS/IV/2012/039, dated 14/05/2013 and Mr. B Contract No.095/GMO/PKWT-AWL/IV/2014, dated 05/04/2014. Company demonstrated approval on company’s regulation “Peraturan Perusahaan Tahun 2014 – 2016” as per “Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur No.KEP.549/HI-KESJA/IV/2014 tanggal 21 April 2014 tentang Pengesahan Peraturan perusahaan PT. Agro Wana Lestari” valid between 21/04/2014 up to 20/04/2016.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance –</p>	<p>Based on field visit, it is evident that the company has provided a good standard of housing for staff and workers. Basic need such as electricity and water supply is adequate, other social and educational facilities such as kindergarten and elementary facilities, playground, clinic, cooperatives, mosques/churches are provided.</p> <p>Field visit and interview with the employees is evident. The medical facilities include child delivery facilities and referred treatments to hospitals. School transportation by buses is also provided free by the company. Water quality tests confirmed the treated water supplied to housing is suitable for domestic use. Recreation facilities in the form of playing fields and community halls are available in all Estates.</p>	Yes
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	Cooperative is available and providing basic need for all employees.	Yes
<p>Criterion 6.6 The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance –</p>	<p>Company respects its employee right to form and join worker union. This has been a company policy and established under "Kebijakan Sosial" dated 11th July 2014.</p> <p>The company has formed "Lembaga Kerjasama Bipartit (LKS-Bipartit)" is approved by "Dinas Tenaga Kerja dan Transmigrasi Kab. Kotawaringin Timur" No. 470/KEP/HI-KESJA/VI/2012 tanggal 01 Juni 2012</p>	Yes
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance –</p>	Meeting on bipartite coordination being done on monthly basis for each estate as per schedule. For instance meeting dated 12/08/2104 being done by "pengurus LKS Bipartit Tewehara Estate", attended by 11 representing members and representative of management. Meeting dated 13/11/2014 by "Pengurus LKS Bipartit Tanah Haluan Estate", attended by 17 representing members and representative of management. The meeting result documented in minutes of meeting and attendance list.	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.7 Children are not employed or exploited.			
6.7.1	There shall be documentary evidence that minimum age requirements are met. - Major compliance –	PT Agro Wana Lestari has a policy to prohibit the use of child labor and forced labor. The policy is documented under “Kebijakan Sosial” dated 11/06/2014 stating “To prohibit the use of child labor and forced labor”. Based on document review and interview with workers, there is no employee recruited less than 18 years old. Verification on employee list, the youngest employee recruited Mr.T, date of birth 26/05/1991, start working 09/10/2010.	Yes
Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.			
6.8.1	A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance –	PT Agro Wana Lestari has a policy to prohibit the use of child labor and forced labor. The policy is documented under “Kebijakan Sosial” dated 11/06/2014 stating “To prohibit the use of child labor and forced labor”. Based on document review and interview with workers, there is no employee recruited less than 18 years old. Verification on employee list, the youngest employee recruited Mr.T, date of birth 26/05/1991, start working 09/10/2010.	Yes
6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance –	During interview with representative of worker union, workers and document review was noted, no discrimination and all employees was treated equally by management.	Yes
6.8.3	It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. - Minor compliance –	The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation. The company is conduct performance evaluation of workers annually	Yes
Criterion 6.9 There is no harassment or abuse in the work place, and reproductive rights are protected.			

Criterion / Indicator		Assessment Findings	Compliance
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>The company has a social policy established in July 2014, which includes policy on the prohibition of sexual harassment and violence. This policy was articulated by the company in cooperation with the Gender Committee to all employees.</p> <p>Based on interview with workers and gender Committee, it's confirmed that no sexual harassment and violence and the company with Gender Committee has socialized sexual harassment and put banners in public area.</p>	Yes
6.9.2	<p>A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>The company has a policy relating to the protection of reproductive rights as documented in "Social Policy, March 2013" and also included in "Peraturan Perusahaan", section 21 of the menstrual leave, Article 22 of the Leave days of Pregnancy, childbirth and miscarriage.</p> <p>The policy is "Prevent sexual harassment and all violence against women and protect their reproductive rights"</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.9.3	<p>A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce.</p> <p>- Minor compliance –</p>	<p>“Kebijakan Sosial” tanggal 11 Juli 2014, state: “To treat all employee in equal, with no discrimination against gender, ethic, nationality, sexual orientation, religion, political affiliation and worker union membership”</p> <p>The company has established a Committee on Gender “Struktur organisasi Komite Gender PT. Agro Wana Lestari as a special institution that aims to fight for reproductive rights of women employees.</p> <p>The company also facilitates gender committee activities, to disseminate the protection of reproductive rights of women employees. The results of interviews with female employees (pesticide spraying team) indicated that they have understood the existence of gender committees, as an institution to protect their reproductive rights. Female employees have fully understood that during the period of maternity / nursing, the wages remains their right and paid by company. The interviews with employees in the field showed that they still want to continue working at another job that is lighter or have a period of leave during pregnancy. The company is giving maternity leave for 3 months with monthly wages and light work for pregnant and breast feeding women as revealed during interview with female workers. The company also has a policy prohibiting female workers who are pregnant and/or breastfeeding to work in a place that is in contact with agrochemical use. The company performs periodic inspection, pregnancy test and provides personal protective equipment adequate for female employees who work in places that come into contact with agrochemical.</p> <p>Specific grievance mechanism is available in place and put in the notice board and public facilities and the employees can make report to the “Gender Committee” if any case is happened. Based on record review, interview with gender committee members, interview with female workers; it is found that no sexual harassment, domestic violence or other case was reported to the Gender Committee. The Gender Committee has conducted regular meeting, e.g. Gender committee meeting on 5th January 2015.</p> <p>Based on interview with workers and record review, no sexual harassment case found during audit.</p>	Yes
<p>Criterion 6.10 Growers and millers deal fairly and transparently with smallholders and other local businesses.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -	The past and current FFB price is announced in "Notice Board" in mill, e.g. FFB pricing on July 2015 as "Hasil Rapat Tim Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Prop. Kalimantan Tengah" e.g. the FFB pricing based on letter no. 525/1122/PPH/Disbun, dated 23 rd April 2015, planting 5 years is Rp. 1,420.45/tones FFB (the previous price is Rp. 1,356.99/tones FFB) with "K" indeks 83.84%, CPO price 7,787.91/kg dan Palm kernel is Rp. 5,224.23/kg.	Yes
6.10.2	Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation) - Major compliance -	The FFB price is determined twice every month by a Committee consisting of Government, Palm Oil Producers in the Seruyan district. The pricing mechanism is follow index "K" government formula. The committee held meetings between 25 and 27 of every month. FFB price decision made is communicated to all oil palm plantation companies and cooperatives as the price standard of certain period, using letter, fax, or sms. Pricing mechanisms for FFB and inputs/services is recorded.	Yes
6.10.3	Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -	Based on document review, contracts are signed by contractors; work agreements with cooperatives are signed. Based on interview with stakeholders consist of cooperative administrator and contractor; all parties understand the contractual agreements they enter into. These stakeholders also reveal the contracts are fair, legal and transparent. In addition, payments made by PT Agro Wana Lestari in general are timely. Sample taken: 1. Contract between company and Mr. Sempung for supply FFB no. MILL/GMO/TBS/IV/2014/00007, dated 21 st April 2014. 2. Contract between company and CV. Santuai Megah Karya Ilahi for FFB supply no. MILL/GMO/TBS/X/2014/00009	Yes
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Payment for contractor made by Finance Department, the payment is timely manner, e.g. payment for Mr. Sempung Rp. 125,626,080 in April 2015 and payment for CV. SMKI Rp. 66,200,112 in May 2015.	Yes
Criterion 6.11 Growers and millers contribute to local sustainable development where appropriate			

Criterion / Indicator		Assessment Findings	Compliance
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance -	The company has established a CSR programme 2013/2014 – 2015/2016 comprised of Relationship Building/Communication programme, Capacity Building for community programme, Livelihood programme, Health programme, Public Facility/Infrastructure programme, Contribution to Religious event & Culture, Contribution to National Day, Donation and Awareness programme with total value of Rp. 1,065,861,978 in period April 2014 – March 2015, with detail: <ol style="list-style-type: none"> 1. Construction of kindergarten, primary school and provision of school bus (Rp.309,351,723); 2. Relationship between local communities (Rp.2,910,000) 3. Capacity building for local communities (Rp.22,000,000) 4. Local infrastructure (Rp.177,098,640) 5. Health service, e.g. cataract surgery, general medical for local communities (Rp.30,710,215) 6. Religion and culture (Rp.146,537,500) 7. National celebration, (Rp.5,020,000) 8. Donation (Rp.31,050,000) 9. Awareness program (Rp.34,434,800) 	Yes
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance -	Goodhope has a structure for scheme smallholder management, under GHL Upstream Segment-COO, with subordinate of GM Plasma and manager Plasma. For each company with scheme smallholder, managed by field assistant. Scheme smallholder of PT Agro Wana Lestari managed by Manager Plasma assisted by Assistant Plasma.	Yes
Criterion 6.12 No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	No any form or trafficked labour was noted during assessment.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Major compliance -	Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted.	Yes
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Minor compliance -	The agreement for temporary workers is available and signed by workers. There is no migrant worker	Yes
Criterion 6.13			
Growers and millers respect human rights			
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1). - Major compliance -	The company has Human Rights policy as documented in "Kebijakan Sosial", July 2014: "Memperlakukan semua karyawan secara adil tanpa memandang gender, etnis, kebangsaan, cacat, orientasi seksual, afiliasi politik, keanggotaan serikat pekerja dan umur" The company has communicated this policy and interview with workers confirmed that they understand and aware for this policy.	Yes
PRINCIPLE 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS			
Criterion 7.1			
A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.			
7.1.1	An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented. - Major compliance -	The company has SEIA (AMDAL) documents which approved by Governor of Central Kalimantan no. 188.44/167/2011 "tentang Kelayakan Lingkungan Hidup Kegiatan Rencana Perluasan Areal Perkebunan Kelapa Sawit dari 8,600 Ha menjadi 15,936 Ha dan mill with capacity 90 ton FFB/hour is located in Kecamatan Bukit Santuai, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah, dated 20 th May 2011.	Yes

Criterion / Indicator		Assessment Findings	Compliance
7.1.2	<p>Appropriating and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.</p> <p>- Minor compliance –</p>	The company has developed procedures of SEIA identification potential negative impact and implemented.	Yes
7.1.3	<p>Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention.</p> <p>- Minor compliance -</p>	The SEIA included outgrower scheme (Plasma)	Yes
<p>Criterion 7.2 Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.2.1	<p>Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations.</p> <p>- Major compliance –</p>	<p>PT AWL is able to demonstrate a semi-detailed soil maps indicating the soil type, soil group, slope class and topographic information. The soil map carried out by Param Agricultural Soil Survey. It is known that the limitation area with slope over 25%.</p> <p>Based on the soil and topographic map, the company taken into account in their planning and operation.</p>	Yes
7.2.2	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations.</p> <p>- Minor compliance -</p>	In general, there is no plantation sets on area with steep slope. Agronomy department made recommendation to implement silt pit and platform for estate block with certain slope.	Yes
<p>Criterion 7.3 New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p>			

Criterion / Indicator		Assessment Findings	Compliance
7.3.1	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	<p>The company hasn't planted some of the areas after since November 2005 where the HCV identification was conducted in March 2008 and October 2009.</p> <p>The company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirmed "PASS" with liability 0 ha. The RSPO compensation panel has agreed to close PT. AWL compensation case on 12th February 2016.</p>	Yes
7.3.2	<p>A comprehensive HCV assessment, including stakeholder consultation, shall be conducted prior to any conversion or new planting. This shall include a land use change analysis to determine changes to the vegetation since November 2005. This analysis shall be used, with proxies, to indicate changes to HCV status.</p> <p>- Major compliance –</p>	<p>The High Conservation Value (HCV) identification was conducted by EM & M Consultant (Cahrlie Rose) in March 2008 and the Faculty of Forestry, Institut Pertanian Bogor (IPB) in October 2009.</p> <p>The company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirmed "PASS" with liability 0 ha. The RSPO compensation panel has agreed to close PT. AWL compensation case on 12th February 2016.</p>	Yes
7.3.3	<p>Dates of land preparation and commencement shall be recorded.</p> <p>- Minor compliance –</p>	Record of land preparation is available	Yes
7.3.4	<p>An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower's relevant operational procedures (see Criterion 5.2).</p> <p>- Major compliance –</p>	<p>The company has conducted monitoring of HCV regularly at least once a year; the last monitoring was conducted in 2014.</p> <p>The monitoring and management of HCV, such as:</p> <ol style="list-style-type: none"> 1. Marking of HCV boundary 2. Maintenance of HCV sign board 3. Protecting of flora and fauna 4. Enrichment of HCV areas 5. Socialisation to the workforce and local communities. 6. HCV training 	Yes

Criterion / Indicator		Assessment Findings	Compliance
7.3.5	<p>Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2).</p> <p>- Minor compliance</p>	<p>The company has has communicated the status of HCV in the plantation to local communities surrounding company areas, e.g. socialization to the 7 villages on 12th – 14th December 2014 attended 27 participants and workforce on 17th April 2015; attended 17 workers representatives and 12th December 2014, attended 16 worker representatives. ; Minutes of meeting and attendance list evident.</p> <p>Interview of local communities and workers confirmed that PT Agro Wana Lestari carried out awareness on HCVs to the workers and local communities.</p>	Yes
Criterion 7.4			
Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	<p>Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided.</p> <p>- Minor compliance –</p>	<p>PT. Agro Wana Lestari shows soil survey in the beginning of oil palm development. The soil survey report produced in May 1997. Based on the soil survey report, the main problem identified was low fertility and poor drainage. The detailed map identifying soil type is made available.</p>	Yes
7.4.2	<p>Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts.</p> <p>- Major compliance –</p>	<p>In general, there is no plantation sets on area with steep slope. Agronomy department made recommendation to implement silt pit and platform for estate block with certain slope.</p>	Yes
Criterion 7.5			
No new plantings are established on local peoples' land where it can b demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			

Criterion / Indicator		Assessment Findings	Compliance
7.5.1	<p>Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples.</p> <p>- Major compliance -</p>	<p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 2008. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.</p>	Yes
<p>Criterion 7.6 Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</p>			
7.6.1	<p>Documented identification and assessment of demonstrable legal, customary and user rights shall be available.</p> <p>- Major compliance -</p>	<p>The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> <p>The compensation process initiated through FPIC approach in line with AMDAL document preparation</p>	Yes
7.6.2	<p>A system for identifying people entitled to compensation shall be in place.</p> <p>- Major compliance -</p>	Records of people identified and entitled to compensation are in place.	Yes
7.6.3	<p>A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place.</p> <p>- Major compliance -</p>	The documented procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented. The compensation is calculated using government guidelines for land and crop values. This is already implemented. Details of negotiation settlements, including detail of compensation (land compensation, improvement compensation, crops compensation) are held in file "Agro Wana Lestari Land Compensation" since the development of the estate in 2008	Yes

Criterion / Indicator		Assessment Findings	Compliance
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance –	Details of negotiation settlements, including detail of compensation (land compensation, improvement compensation, crops compensation) are held in file "Agro Wana Lestari Land Compensation" since the development of the estate in 2008.	Yes
7.6.5	The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance –	Records of people identified and entitled to compensation are in place. Records of all compensation issues are retained. The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 1996. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.	Yes
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance –	Scheme smallholders in progress now, the company have obtained approval from Bupati Kotawaringin Timur "Arahan Lokasi" as letter no. No. 525.26/099/EKSDA/II/2014, dated 13 th Februari 2014 with total area 2,175.41 Ha is located in Bukit Santuai District.	Yes
Criterion 7.7			
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice			
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance –	There is no fire used for land preparation. The company implements their policy of "Zero Burning" and it was noted no signs of burning for land preparation was noted during field visit. PT Agro Wana Lestari is using mechanical method for land clearing. Currently there is no land clearing activity on the field.	Yes

Criterion / Indicator		Assessment Findings	Compliance
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance –	No use fire in land preparataion	Yes
Criterion 7.8 New plantation developments are designed to minimise net greenhouse gas emissions. For National Interpretation: National Interpretation will provide guidance within the national context for national requirements (e.g. high and low carbon stock lands or emission reduction requirements).			
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance –	The company has identified and estimated of GHG and the company has gone through NPP process in 2014 and the company has submitted "Carbon Stock Assessment" to the RSPO	Yes
7.8.2	There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options. - Minor compliance –	The company has identified and estimated of GHG and the company has gone through NPP process in 2014 and the company has submitted "Carbon Stock Assessment" to the RSPO	Yes
PRINCIPLE 8: COMMITMENT TO CONTINUAL IMPROVEMENT IN KEY AREAS OF ACTIVITY			
Criterion 8.1 Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1</p>	<p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base; <p>- Major compliance -</p>	<p>The company continued maintain the implementation of the environmental Management System that is certified to the ISO 14001:2004 and OHSAS 18001 standards.</p> <p>Objectives and Targets have been developed and an improvement plan prepared as referred to the ISO 14001 and OHSAS 18001 documents</p> <p>A continuous improvement plan for the daily activity (Mill and estates) has been prepared which contains a number of social and environmental activities</p> <p style="text-align: center;">Yes</p>

Appendix "B"
Time Bound Plan

Name of Company	Address	Time bound for certification	Status as of May 2015
PT. Agro Indomas (Central Kalimantan)	Seruyan Regency, Central Kalimantan Province, Indonesia	2012	Certified in September 2012
PT. Agro Bukit (Central Kalimantan)	Mentaya Hilir District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2015	1st stage audit just completed at end of year 2014. Time bound plan for PT Agro Bukit was changed from 2014 to 2015 because the company waited forest release permit process from central government. The company confidence at end of 2014 for the 1st stage audit that is why the stage-2 audit was delayed until April 2015. Stage 2: 13 – 17 April 2015 by Mutu Agung Lestari (awaiting for RSP0 Certification)
PT. Agro Indomas (East Kalimantan)	Sepaku District, Penajam Paser Utara Regency, East Kalimantan Province, Indonesia	2015	No Changes
PT. Agro Bukit (South Kalimantan)	Kusan hulu and Kusan Hilir District, Tanah Bumbu Regency, South Kalimantan, Indonesia	2016	No changes
PT. Rim Capital	Hanau and Danau Sembuluh District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2015	Certified in March 2015 (No mill, its supply base to Terawan Mill (PT. Agro Indomas – Central Kalimantan)
PT. Agro Wana Lestari	Mentaya Hulu and Bukit Santuai District, Kotawaringin Timur regency, Central Kalimantan Province, Indonesia	2015	Auditing now, in May 2015.
PT. Karya Makmur Sejahtera	Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia	2016	No changes
PT. Agrajaya Bakti	Ketapang Regency, West Kalimantan Province, Indonesia	2017	Mill is not constructed yet
PT. Batu Mas Sejahtera	Ketapang Regency, West Kalimantan Province, Indonesia	2018	Mill is not constructed yet
PT. Sawit Makmur Sejahtere	Ketapang Regency, West Kalimantan Province, Indonesia	2019	Mill is not constructed yet
PT. Sumber Hasil Prima	Sintang Regency, West Kalimantan Province, Indonesia	2017	Mill is not constructed yet
PT. Sinar Sawit Andalan	Sintang Regency, West Kalimantan Province, Indonesia	2018	Mill is not constructed yet

PT. Nabire Baru	West Papua Province, Indonesia	2019	Mill is not constructed yet
PT. Sariwana Adi Perkasa	West Papua Province, Indonesia	2020	Mill is not constructed yet

Appendix "C"
RSPO Certificate Details

PT. Agro Wana Lestari

Gedung Menara Global 5th Floor
 Jl. Jenderal Gatot Subroto Kav. 27
 Jakarta 12950
 INDONESIA
 Website: www.goodhopeasia.com

Registered Activities: Palm Oil Mill which produced CPO and PK

RSPO membership (New Membership): No. 1-0175-14-000-00, dated 02nd December 2014

Certificate Number : SPO 630116
 Date of Certificate : 05/04/2016
 End of certificate : 04/04/2021

Applicable Standards:

- RSPO Principles & Criteria, Generic Standard 2013
- RSPO SCCS, 2014 Supply Chain Certification requirement for CPO Mills, Module E Mass Balance

Bukit Santuai Palm Oil Mill and Supply Base					
Location Address	Jalan PT Ex Serpatim Seberang, Kecamatan Mentaya Hulu, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah - Indonesia				
GPS Location	112° 23' 45.00" E - 01° 51' 45.0" S				
CPO Tonnage Total	45,917 MT				
PK Tonnage Total	7,838 MT				
CPO Claimed for Certification	20,364 MT				
PK Claimed for Certification	3,433 MT				
Own estates FFB Tonnage	79,859 MT				
Scheme Smallholder FFB Tonnage	0 MT				
Non-company Suppliers FFB Tonnage *)	0 MT				
Estates / Supply base	Production Area		Other use (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)			
Penyahuan Estate	2,313.50	0.00	2,180.64	4,496.14	38,103
Tanah Haluan Estate	830.60	0.00	534.45	1,365.05	19,354
Keminting estate	1,746.70	182.20	1,219.92	3,148.82	18,428
Sangai Estate	620.70	63.90	1,377.14	2,061.74	3,974
Total	5,513.50	246.10	5,312.15	11,071.75	79,859

Appendix "D"
Assessment Plan

Date	Time	Subjects	Haeruddin	Pratama Sedayu	Nanang Muallib
			PRSCO LA	PRSCO-OHS/EMS	PRSCO-SA
Monday, 25/05/2015	13.40 – 15.05	Flight by Kalstar (KD 700) from Jakarta - Sampit	√	√	√
	15.30 – 19.30	Travelling Sampit – Location (PT. AWL)	√	√	√
Tuesday, 26/05/2015	08.00 – 09.30	Opening Meeting	√	√	√
	09.30 – 12.00	Document Review: General information, partial certification, time bound plan	√		
		Field Visit (Panyahuan Estate) Chemical stores, fertilizer store, workshops, housing, landfill, clinic, waste, line site, etc.		√	
		Field Visit (Panyahuan Estate) Herbicide application programmes, harvesting, fertilising operations, road maintenance, water management, Boundaries inspection, social amenities, interview with workers, HCV's, riparian zones, etc.			√
	12.00 – 14.00	Lunch			
	14.00 – 17.00	Document review (Panyahuan estate)	√		
		Field Visit + Doc. Review (Panyahuan Estate) Chemical stores, fertilizer store, workshops, housing, landfill, clinic, waste, line site, etc. (Continued) + Document Review		√	
Field Visit + Interview + Doc. Review (Panyahuan Estate) Herbicide application programmes, harvesting, fertilising operations, road maintenance, water management, Boundaries inspection, social amenities, interview with workers, HCV's, riparian zones, etc. (Continued) and interview with Gender Committee and Labour Union) + Document review				√	
Wednesday, 27/05/2015	03.00 – 08.00	Travelling to Regency for stakeholders consultation			√
	08.00 – 12.00	Stakeholders Consultation: Government Officer in Regency			√

Date	Time	Subjects	Haeruddin	Pratama Sedayu	Nanang Muallib
			PRSP0 LA	PRSP0-OHS/EMS	PRSP0-SA
		Field Visit (Bukit Santuai Mill) OSH, PPE, safe working environment, walk ways, signs, EFB. diesel tanks, fire extinguishers, emission, first aiders and boxes, etc.		√	
		Field Visit and Doc. Review (Bukit Santuai Mill) Worker interviews (OSH, contract, salary, etc), POME, FFB grading and Weight-Bridge, etc.	√		
	12.00 – 14.00	Lunch			
	14.00 – 17.00	Document Review (Bukit Santuai Mill): Included RSPO SCCS	√	√	
		Stakeholders Consultation: Government Officer in Regency			√
Friday 29/05/2015	08.00 – 12.00	Field Visit (Keminting Estate) Chemical stores, fertilizer store, workshops, housing, landfill, clinic, waste, line site, etc.		√	
		Field Visit (Keminting Estate) Herbicide application programmes, harvesting, fertilising operations, road maintenance, water management, Boundaries inspection, social amenities, interview with workers, HCV's, riparian zones, etc.	√		
		Interview: Local Communities surrounding company.			√
	12.00 – 14.00	Lunch / Jumat Pray			
	14.00 – 15.30	Document Review (Keminting Estate)	√	√	√
	15.00 – 16.00	Preparing Closing Meeting	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√
Saturday 30/05/2015	06.00 – 10.00	Travelling Estate – Sampit Airport	√	√	√
	11.10 – 12.35	Flight Sampit – Jakarta by Kalstar (KD 701)	√	√	√

Appendix "E"
Stakeholder Contacted

No.	Institution
1	Ketua Dewan Adat Dayak Bukit Santuai (Local Community Leader "Ketua Dewan Adat)
2	Perangkat Desa (Village officers)
3	Lembaga Kerjasama (LKS) Bipartit dan Komite Gender PT AWL (Labour Union and Gender Committee)
4	Dinas Kehutanan dan Perkebunan Kabupaten Kotawaringin Timur (Forestry and Plantation Department of Kotawaringin Timur Regency)
5	Badan Pertanahan Kabupaten Kotawaringin Timur (National land Authority of Kotawaringin Timur Regency)
6	Dinas Tenaga Kerja Kabupaten Kotawaringin Timur (Labour Department of Kotawaringin Timur regency)
7	Badan Lingkungan Hidup Kabupaten Kotawaringin Timur (Environmental Department of Kotawaringin Timur Regency)

Appendix "F"
RSPO SCCS, 2014 – For CPO Mills (Module E - Mass Balance)

Criterion E.1. Definition			
	Requirement	Evidence	Compliance
1.1	Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB	<p>The company has established procedure for receiving FFB certified and non certified sources in Procedure "Ensuring Traceability of RSPO Certified Products" Ver.1/2015, April 2015.</p> <p>Due to the certified area based on block, the company has determined block number in weighbridge system and automatically will be claimed as FFB certified and other hand, the FFB from non certified block and outgrowers as classified as non certified FFB sources.</p>	Yes

Criterion E.2. Explanation			
	Requirement	Evidence	Compliance
2.1	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report	The estimated CPO and PK certified of Bukit Santuai Palm Oil Mill its recorded in RSPO Public Summary report, certificate and E-trace system	Yes
2.2	The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).	The company has registered in E-trace system and CB will register volume of CPO and PK certified annually once the certificate issued.	Yes

Criterion E.3. Documented procedures.			
	Requirement	Evidence	Compliance
3.1	The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:		
	a. Complete and up to date procedures covering the implementation of all the elements in these requirements;	"Ensuring Traceability of RSPO Certified Products" Ver.1/2013, November 2013, covering: segregation FFB certified and non certified, identified FFB certified and non certified processed, Record of FFB certified and non certified received, CPO and PK Certified and non certified produced., the responsible person who is	Yes

		handling along supply chain, balancing stock certified and non certified products, Identified name of certified product, Type of Supply chain used, over-production, 3 monthly basis report, etc.	
	b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard	"Ensuring Traceability of RSPO Certified Products" Ver.1/2015, April 2015, based on this procedure, the responsible is PM (Plantation Manager), MM (Mill Manager), IT Admin and Weigh-Bridge Personnel.	Yes
3.2	The site shall have documented procedures for receiving and processing certified and non-certified FFBs.	<p>"Ensuring Traceability of RSPO Certified Products" Ver.1/2015, April 2015,</p> <p>All incoming FFB certified from blocks certified to be tagged "RSPO Certified FFB/MB" and FFB non certified as treated without any tagged. Incoming FFB certified and non-certified is separated in WB system and automatically counted in system, including during process.</p> <p>Document Verified: Form of Surat Pengantar Buah (FFB Delivery order), Security Log Book, Weigh-Bridge Ticket, Mill Production report, FFB received and processed daily, monthly and three monthly basis, CPO / PK certified, DO of CPO and PK, Flow chart of Supply chain</p>	Yes

Criterion E.4. Purchasing and goods in.			
	Requirement	Evidence	Compliance
4.1	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received	All incoming FFB certified and non certified will be counted automatically in Weigh Bridge system.	Yes
4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage	The company has procedure to inform CBs if any over-projection immediately as regulated in procedure "Ensuring Traceability of RSPO Certified Products" Ver.1/2015, June 2015. "If there is over-projection of certified CPO and PK, Mill Manager shall immediately report formally to the RSPO Manager, who will then report it to the CBs.	Yes

Criterion D.5. Record Keeping			
	Requirement	Evidence	Compliance
5.1	a) The site shall record and balance all receipts of RSPO certified FFB and	The company has established format to record FFB, CPO and PK certified as well	Yes

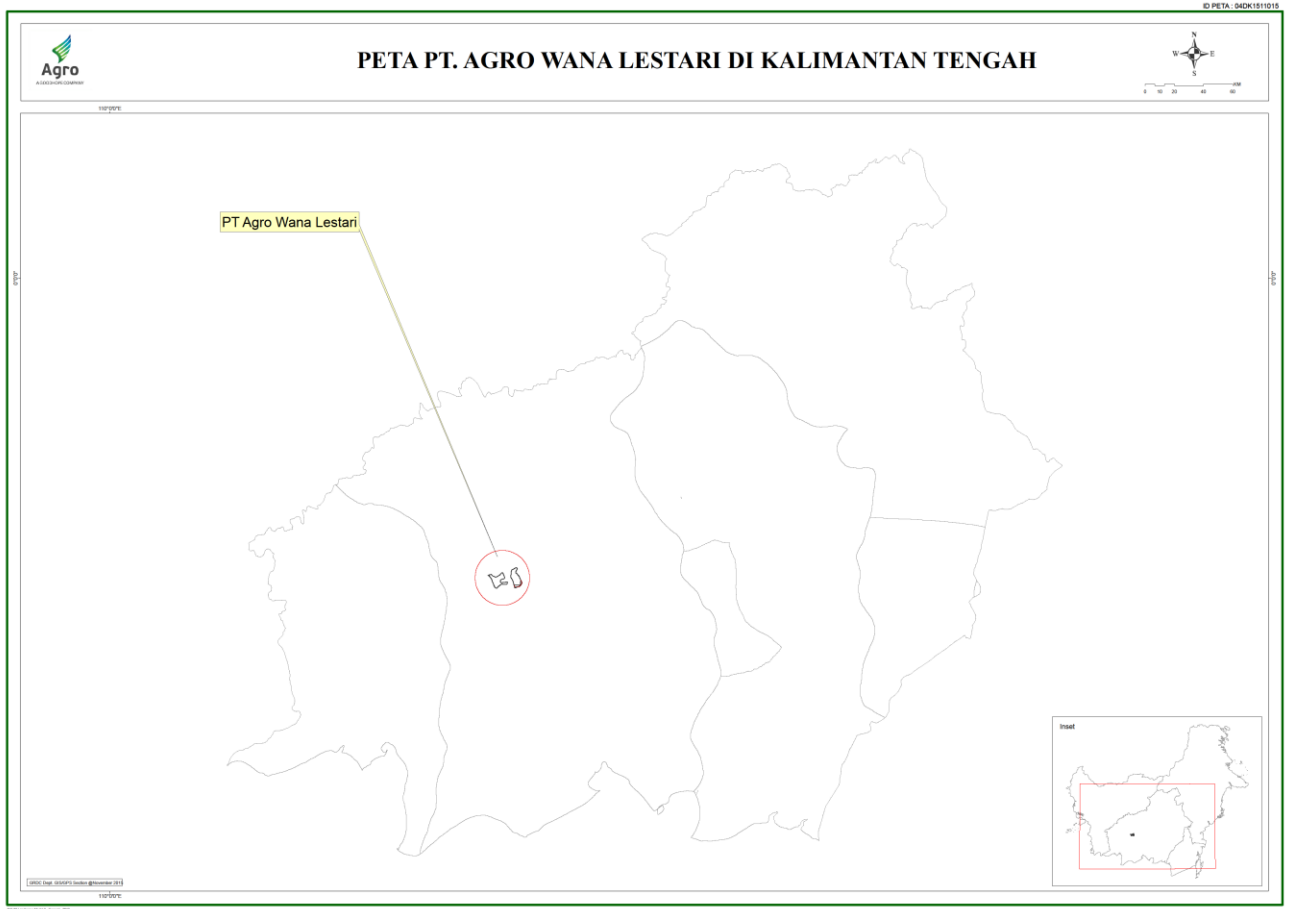
	deliveries of RSPO certified CPO and PK on a three-monthly basis.	as non-certified were received	
	b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.	Based on review of documents, the company has a system to deduct volume of CPO and PK delivered in system automatically.	Yes
	c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)	Short Sell system is included in their procedure; it's clear how the system works.	Yes
5.2	In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.	No out-sourced activities within this mill.	Yes

Appendix "G"
Location Map of PT. Agro Wana Lestari

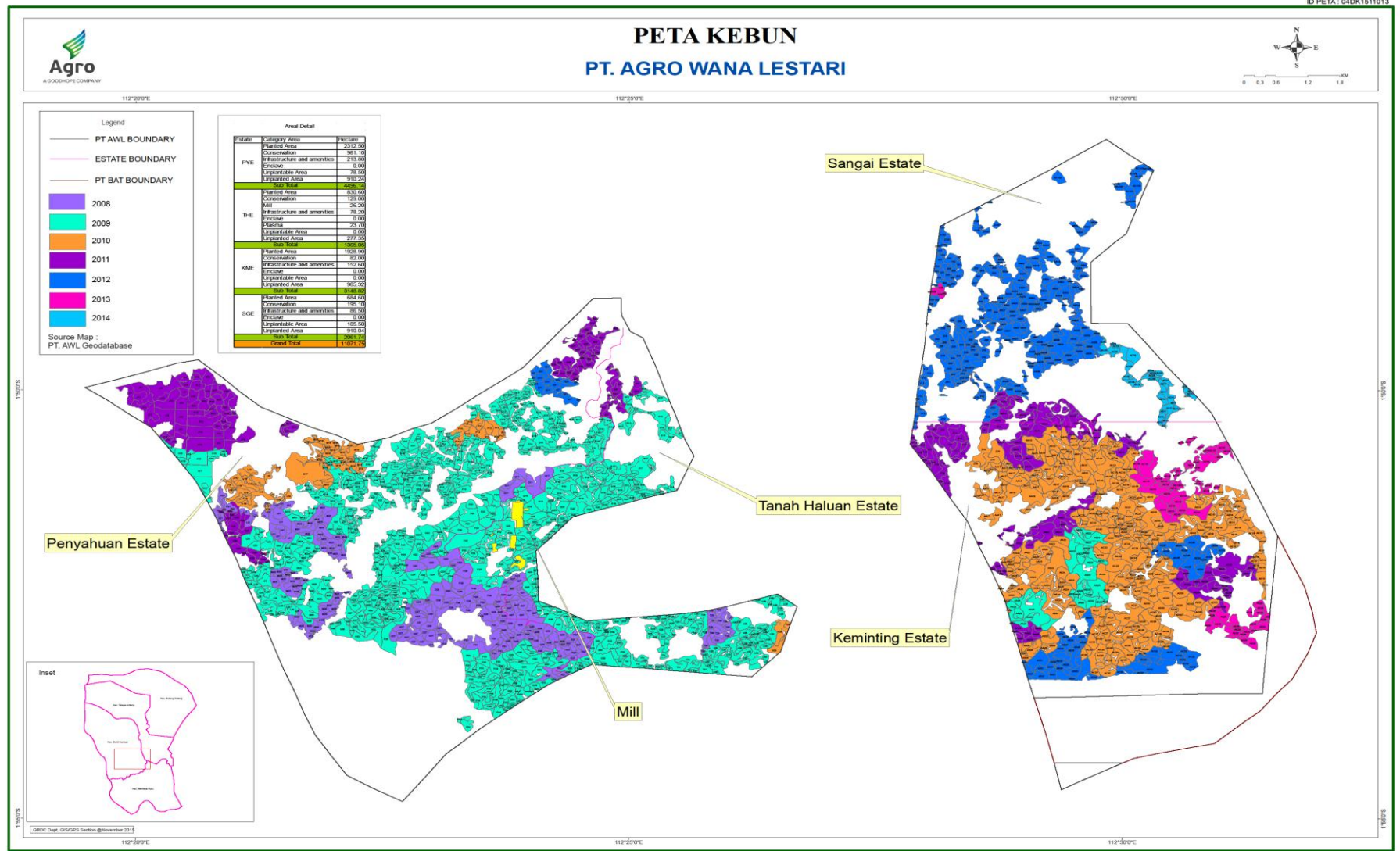
Map 1. Location of PT. Agro Wana Lestari in Indonesia



Map 2. Location of PT. Agro Wana Lestari in Central Kalimantan Province.



Map 3. Location of PT. Agro Wana Lestari and neighbouring entities



Appendix "H"
Abbreviation used

AMDAL	Analisis Mengenai Dampak Lingkungan (Social and Environmental Impact Assessment)
BOD	Biological Oxygen Demand
BPN	Badan Pertahanan Nasional (National Land Authority)
BSI	British Standard Institution
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
FFB	Fresh Fruit Bunch
GPS	Global Positioning System
HCV	High Conservation Value
HGU	Hak Guna Usaha (Land) title for commercial use
IPM	Integrated Pest Management
ISO	International Standards Organisation
ISPO	Indonesia Sustainable Palm Oil Foundation
ISCC	International Carbon Certification System
IUP	Izin Usaha Perkebunan (Plantation Licence)
KER	Kernel Extract Ratio
MB	Mass Balance
OER	Oil Extract Ratio
OHS	Occupational Health and Safety
P2K3	Panitia Pembina Kesehatan dan Keselamatan Kerja
PK	Palm Kernel
PKO	Palm Kernel Oil
PKB	Perjanjian Kerja Bersama (Worker Agreement)
POM	Palm Oil Mill
PPE	Personal Protective Equipment
PT	Perseroan Terbatas (Limited Company)
RKL	Rencana Pengelolaan Lingkungan (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)
RSPO	Rountable Sustainable Palm Oil
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SCCS	Supply Chain Certification System
SOP	Standard Operation Procedure