

**MALAYSIAN SUSTAINABLE PALM OIL  
– ANNUAL SURVEILLANCE ASSESSMENT  
Public Summary Report**

<b>SPOC C3 Bera Group Smallholder Certification</b>
Client company Address: LEMBAGA MINYAK SAWIT MALAYSIA Tingkat 2, Bangunan Tabung Haji, 28200 Temerloh, Pahang
Certification Unit: SPOC C3 Bera
Location of Certification Unit: LEMBAGA MINYAK SAWIT MALAYSIA Tingkat 2, Bangunan Tabung Haji, 28200 Temerloh, Pahang

**Report prepared by:**  
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**Report Number:** 9674521

**Assessment Conducted by:**  
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## Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
MPOB License	Nil		
Company Name	SPOC Bera		
Address	Lembaga Minyak Sawit Malaysia, Tingkat 2, Bangunan Tabung Haji, 28200 Temerloh, Pahang		
Group name if applicable:	SPOC Bera		
Subsidiary of (if applicable)	Not applicable		
Contact Person Name	Group Manager, Abdul Halim Bin Mohd Bistamam		
Website	Nil	E-mail	Nil
Telephone	06-2960582	Facsimile	06-2969470

1.2 Certification Information			
Certificate Number	MSPO 642466		
Issue Date	30/11/2015	Expiry date	29/11/2020
Scope of Certification	Production of certified FFB		
Stage 1 Date	11-13/02/15		
Stage 2 / Initial Assessment Visit Date (IAV)	15/09/15		
Continuous Assessment Visit Date (CAV) 1	06/12/16		
Continuous Assessment Visit Date (CAV) 2	15/09/17		
Continuous Assessment Visit Date (CAV) 3	07-09/11/18		
Continuous Assessment Visit Date (CAV) 4	TBA		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
Nil			

1.3 Location of Certification Unit			
Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)	Site Address	GPS Reference of the site office	
		Longitude	Latitude

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SPOC Bera	Lembaga Minyak Sawit Malaysia Tingkat 2, Bangunan Tabung Haji, 28200 Temerloh, Pahang	102° 25' 14.71" E	3° 27' 04.86" N
*the details of smallholders on Appendix C			

1.4 FFB Production (Actual) and Projected (tonnage)			
Producer Group	Projected from last audit (Sept 17 – Aug 18)	Actual production (Sept 17 – Nov 2018)	Projected production (Dec 18 – Nov 19)
SPOC C3 Bera	1,667.34	1,744.72	2,013.14

1.5 Certified CPO / PK Tonnage			
Mill	Estimated (Previous Year)	Actual (This Year)	Forecast (Next Year)
N/A	CPO (OER: %)	CPO (OER: %)	CPO (OER: %)
	PK (KER: %)	PK (KER: %)	PK (KER: %)

1.6 Certified Area					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
SPOC C3 Smallholders	111.8412	-	-	111.8412	100%
TOTAL	111.8412	-	-	111.8412	

**1.7 Details of Certification Assessment Scope and Certification Recommendation:**

BSI Services Malaysia Sdn Bhd has conducted the Annual Surveillance Assessment of *SPOC C3 Bera* located in *Temerloh, Pahang* comprising of *50 smallholders* and infrastructure

The assessment was conducted onsite to assess the compliance of the certification unit against the *MS 2530-2:2013 Malaysian Sustainable Palm Oil (MSPO) Part 2: General principles for Independent Small holders and MSPO Guidance - Part 2(060814)*.

The onsite assessment was conducted on 7-9 November 2018

Based on the assessment result, *SPOC C3 Bera* complies with the *MS 2530-2:2013 Malaysian Sustainable Palm Oil (MSPO) Part 2: General principles for Independent Small holders and MSPO Guidance - Part 2\_EDITED VERSION (100114)* and recommended for certification.

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn Bhd,  
Unit 3, Level 10, Tower A  
The Vertical Business Suites, Bangsar South  
No. 8, Jalan Kerinchi  
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### Assessment Methodology, Programme, Site Visits

This on-site assessment was conducted from 7-9/11/18. The audit programme is included as Appendix A. The approach to the audit was to treat the independent smallholders groups as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, 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. MS 2530-2:2013 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The estates or smallholders sample were determined based on formula  $S = r\sqrt{n}$  where n is the number of estates while when applicable, the smallholders sample were determined following the MSPO Certification Requirement. The sampling of smallholders were based on the formula  $(r\sqrt{n})$ ; where r is the risk factor (may defers 1, 1.5 and 2 depending on risk), where n is total number of group members. The sampled smallholder listed in Appendix C.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the MSPO 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.

Fieldworkers were interviewed informally in small groups in the field. 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 B.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment are detailed in Section 3.2.

This report is structured to provide a summary of assessment finding as attached in the Section 3. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

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This report was externally reviewed by MSPO approved Peer Reviewer prior to certification decision by BSI.

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

<b>1. Assessment Program</b>					
<b>Name (Mill / Plantation / Group smallholders)</b>	<b>Year 1 (Certification )</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
SPOC Bera Group Manager	√	√	√	√	√
Smallholder (Temerloh)	√	√	√	√	√
Smallholder (Bera)	√	√	√	√	√
Smallholder (Kg Pasal)	-	-	√	√	√

**Tentative Date of Next Visit:** June 2, 2019 – June 3, 2019

**Total No. of Mandays:** 5 mandays

**BSI Assessment Team:**

**Mohamed Hidhir Zainal Abidin– Lead Assessor**

He holds Bachelor Degree in Chemical Engineering, graduated from National University of Malaysia on 2006. He has 7 years working experience in palm oil industry specifically on palm oil milling for 5 years. He also has the experiences as auditor for several standards including ISO 9001, ISO 140001, OHSAS 18001, MSPO and RSPO in his previous certification body. He completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course and OHSAS 18001 Lead Auditor Course in 2012, Endorsed RSPO P&C Lead Auditor Course in 2013, MSPO Awareness Training in 2014 and Endorsed RSPO SCCS Lead Auditor Course in 2015. He had been involved in RSPO auditing since May 2012 in more than various companies in Malaysia. Recently, he is involved on the aspects of legal, mill best practices, safety and health, environmental and supply chain for palm oil mill during RSPO assessment.

**Mohamad Fadzli Masran – Team Member**

He graduated in Bachelor of Forestry Science at University Putra Malaysia. He started his career as Assistant Manager at Kulim Plantations Sdn. Bhd. managing the day to day plantation operations. In his career at Kulim Plantation, Fadzli had accumulated more than 10 years of sustainability implementation experience including workers’ welfare, workers’ occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans. He had accumulated auditing experience when he was the internal auditor for ISO9001 and ISO14001 at Kulim Plantations. He has completed ISO IMS 9001, 14001, 45001(OHS 18001) Lead Auditor Course in April 2018 and endorsed RSPO Lead Auditor Course in July 2018. During this assessment, he assessed on the aspects of environmental and estate best practise. He is fluent in Bahasa Malaysia and English languages.

**Accompanying Persons:**

Nil

### Section 3: Assessment Findings

#### 3.1 Details of audit results

This assessment has been assessed using the following RSPO normative requirements. The assessment details are provided in Appendix A.

- MS 2530-2:2013 – Part 2: General Principles for Independent Smallholders
- MS 2530-3:2013 – Part 3: General Principles for Oil Palm Plantations and Organized Smallholders
- MS 2530-4:2013 – Part 4 General Principles for Palm Oil Mills

#### 3.2 Details of Nonconformities and Opportunity for improvement

The nonconformity is listed below.

During this Annual Surveillance Assessment there were 2 Major nonconformities raised. SPOC C3 Bera submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Major Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1706588-201810-M1	MS2530-2:2013 4.4.2.1
Requirements:	Independent smallholders need not have a formal health and safety plan but shall ensure that all work practices are safe.	
Statement of Nonconformity:	Monitoring of PPE usage by the Group Manager is not effectively implemented	
Objective Evidence:	During site visit and interview with the smallholder (Jalaludin Hamid and Mahat Amin) shows the understanding of the PPE usage. However, some of the PPE given has been worn out and not suitable to be used. The workers use unsuitable items as PPE such as small towel or handkerchief as face mask. It shows the monitoring of PPE usage by the Group Manager is not effectively implemented.	
Corrections:	1) Management team in the process of purchasing a tool (PPE) for the new smallholders. 2) The management team recommends participants to purchase only defective safety equipment items	
Root cause analysis:	1) Mr. Jalaludin Hamid is the new SPOC C3 member replacing the old and newly participated in 2018. He has yet to receive the self-protection (PPE) tool from management and training has not been fully provided 2) En. Mahat Amin has received a personal protective equipment (PPE) in 2016 from the management team and there are some items that have been damaged and worn out.	



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Corrective Actions:	1) Personal protective equipment (PPE) was handed over to SPOC C3 members upon receipt from supplier. A new set of apron, respirator, goggle and wellington boots equipped by the new smallholder on January 2019 2). Training of personal protective equipment (PPE) was given on training 2019
Assessment Conclusion:	Audit team have reviewed the evidence submitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 29/1/19.

**Major Nonconformities:**

Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1706588-201810-M2	MS2530-2:2013 4.5.3.2
Requirements:	Group managers shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers.	
Statement of Nonconformity:	Waste generated from the small holdings are not disposed of appropriately.	
Objective Evidence:	<p>Interviewed with smallholders and visit to the smallholders farms shows the smallholders have problems on how to disposed empty chemical containers as the amount generated are too small.</p> <p>Sighted during site visit (Chua Hooi Hong and Zakaria Ahmad), the empty chemical containers which have been triple rinse were stored at the farms without any proper designated area. It shows that the waste generated from the small holdings are not disposed off appropriately.</p>	
Corrections:	To provide training on rinsing, punching and storing scheduled wastes according to the SOP of the Department of Environment (DOE) 2011.	
Root cause analysis:	The management team has referred to Department of Agriculture Officer by phone call informing no buyers of empty chemicals and the Department of Agriculture did not provide a collection centre of empty chemicals to Bera district smallholders	
Correction Action Plan:	<p>i) The management team will try to get a licensed contractor by the Department of Environment (DOE) to dispose of empty chemical containers. Empty chemical container will be collected and later disposed through license contractor.</p> <p>ii) As practiced, triple rinsed and pierced chemical container is disposed through landfill.</p>	
Assessment Conclusion:	Audit team have reviewed the evidence submitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 10/4/18.	

**Noteworthy Positive Comments**

1	Good corporation from management team and MPOB officer in charge
2	Good positive feedback received from the stakeholders

**3.3 Status of Nonconformities Previously Identified and OFI**

Not applicable.

**3.4 Issues Raised by Stakeholders**

IS #	Description
1	<b>Issues:</b> Havys POM (Buyer of FFB) – They have good relationship with the smallholders and Group Manager.
	<b>Management Responses:</b> The Group Manager will ensure they maintain good relationship with the buyer and supply good quality of FFB to the buyer mainly from Kg Pasal.
	<b>Audit Team Findings:</b> No further issue.
2	<b>Issues:</b> Smallholders – They are aware of the requirements of MSPO. Boundaries are clearly demarcated by using the boundary stone, pegging and trenches. They provided full commitment to the Group Manager for MSPO certification. Payment from the Group Manager was made promptly.
	<b>Management Responses:</b> Group Manager will assist the smallholders towards the certification of MSPO.
	<b>Audit Team Findings:</b> No other issue.

**3.5 Summary of the Nonconformities and Status**

CAR Ref.	CLASS	ISSUED	STATUS
1526941-201709-M1	Major	15/9/17	Closed on 14/11/17
1526941-201709-M2	Major	15/9/17	Closed on 14/11/17
1526941-201709-M3	Major	15/9/17	Closed on 14/11/17
1706588-201810-M1	Major	8/11/18	Closed on 29/1/19
1706588-201810-M2	Major	8/11/18	Closed on 29/1/19

**3.6 Summary of the findings by Principles and Criteria**

Criterion / Indicator		Assessment Findings	Compliance
4.1 Principle 1: Management commitment & responsibility			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	There shall be a policy binding smallholders to MSPO. Applicable to independent smallholders under group management.  - <b>Major compliance</b> -	Initially MSPO Policy has been established and signed by Penyelaras TUNAS Zon Timur (Pahang, Kelantan & Terengganu), Mohd Khairul Anwar Bin Isnin effective 21 November 2014. The latest MSPO policy, P-01/MSPO-SPOC/2016 dated 23/3/18 was signed by SPOC Bera C3 Group Manager, Abdul Halim Mohd Bistamam. The policy has explained the statement of commitment towards MSPO implementation	Complied
Criterion 4.1.2 – <b>Continual Improvement</b>			
<b>4.1.2.1</b>	The action plan for continual improvement shall be based on the consideration for the main social and environmental impact and opportunities of the independent smallholder’s group, such as SPOC. Independent smallholders shall be aware of the need to understand the importance of continuous improvement.  - <b>Major compliance</b> -	The group manager has developed a list of Social, Environment Impact and Action plan with Doc. No. L-03/ISP/2016 effective date 1/4/2016. Stakeholder meeting was conducted on 8/8/18 with participation of smallholders and other stakeholders such as local communities, local authorities and neighboring plantations. Seen the meeting minutes with total 26 participants.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.1.2.2	<p>Group management shall establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the group members.</p> <p><b>- Major compliance -</b></p>	<p>The new technologies or information will disseminate through training program, site visit and discussion. The record of the training has been organized from time to time. The record of the recommended action will be recorded in the 'Laporan Pensijilan Kod Amalan Pertanian Baik (GAP)' by MPOB. Warta Sawit @ MPOB distributed</p> <p>"Lawatan Khidmat Nasihat" @ LKN has been planned for 2018. Latest visit was carried out in June 2018. Routine visit on the up keep and field maintenance and nessessary advice will given to the smallholders by the "Pegawai Tunas Kawasan" @ PTK.</p> <p>On top of LKN visit by MPOB, annual internal audit was carried out by MSPO secretariat on 3-6/7/18 fro SPOC C3 Bera. The audit was carried combined with other SPOC (C1- Temerloh, C2- Maran and C5 - Jerantut). All MSPO principles and criteria were covered during the audit. All finding raised was close out on 4 October 2018.</p>	Complied
4.2 Principle 2: Transparency			
Criterion 4.2.1 – Traceability			
4.2.1.1	<p>The group management shall commit itself to implement and maintain the requirements for traceability.</p> <p><b>- Major compliance -</b></p>	<p>Tracking system that can trace FFB to the source (smallholder's block, plot) is maintained by group manager. List of group smallholder for 2018 has detailed out all related information for each plot/block with GPS coordinate.</p> <p>The record of selling FFB to collection centre has been maintained by individual smallholder an recorded under "Buku Rekod Ladang"</p>	Major Non-compliance

Criterion / Indicator		Assessment Findings	Compliance
		Based on the sample smallholder file, "Buku Rekod Rekod" i) Rekod hasil dan pendapatan and perbelanjaan has not been updated. ii) Source of planting materials	
<b>4.2.1.2</b>	To keep records of sales and delivery or transportation of fresh fruit bunches. - <b>Major compliance</b> -	Records of weighbridge and purchase invoice of FFB sold to the collection centre managed by Group Manager were made available during audit. Sample of transactions:  Roslihan Binti Abu i) October 2018 Ticket# P03392 dated 27/10/18, weight: 1.25 mt Total production for October 2018: 1.25 mt  Soo Siew Leng i) September 2018 Ticket# 00102616 dated 21/09/18, weight: 1.24 mt, Total production for September 2018: 1.24 mt	Complied
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations. - <b>Major compliance</b> -	Interview with the smallholders found that they are aware of the compliance with all applicable laws. Document review found all the 50 smallholders have obtained the MPOB license.  Sample of MPOB licence checked for the sampled smallholders :	Major Non-compliance

Criterion / Indicator		Assessment Findings	Compliance
		i) Yap Chou, MPOB license 574705-101000, 3.67 ha, valid until 31/12/21 ii) Chua Hooi Hong, MPOB license 600218-501000, 3.2 ha, valid until 31/10/20 iii) Rozali Ibrahim, MPOB license 514171301000, 11.75 ha, valid until 30/11/18. iv) Roslihan Binti Abu, MPOB license 600414065226, 1.21 ha, valid until 31/10/23. v) Soo Siew Leng, MPOB license 619194001022, 2.43 ha, valid until 31/8/23 vi) Zakaria Bin Ahmad, MPOB license 513188201000, 1.98 ha, valid until 31/10/23 License activities : Selling and transporting FFB	
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	Independent smallholders shall demonstrate rights to their landholdings and there is no evidence of major land disputes. <b>- Major compliance -</b>	All the lands are registered under individual smallholders with legal land title sighted. Sampled of legal land title as below: <ul style="list-style-type: none"> <li>i. Yap Chou – Grant no. 2328, Lot No. 7631, Mukim Bera (Paya Ruyau) title area:3.669 ha, land use right: agriculture, freehold title.</li> <li>ii. Chua Hooi Hong – Grant no. 2554, Lot No. 7629, Mukim Bera (Paya Ruyau) title area:3.817 ha, land use right: agriculture, freehold title.</li> <li>iii. Soo Siew Leng, Grant no. 111, lot PT782, Mukim Bera (Kiambang) title area 2.4281 ha, land use right:</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>agriculture, freehold title.</p> <p>iv. Roslihan Binti Abu, Grant no. 9618, lot PT15559, Mukim Triang (Paya Bering) title area 1.21 ha, land use right: agriculture, leasehold for 99 year (ended on 31/10/2097)</p> <p>v. Zakaria Bin Ahmad, Grant no. 7234, lot 8283, Mukim Triang (Putat) title area 1.976 ha, land use right: agriculture, freehold title.</p> <p>vi. Tan Shyh Haur, Grant no. 18105, lot 30186, Mukim Triang (Pamah Limau) title area 0.3964 ha, land use right: agriculture, freehold title</p> <p>Interviewed with the smallholders confirmed that no land dispute was reported and all the smallholders were aware of their boundary.</p>	
<b>Criterion 4.3.3 – Customary rights</b>			
<b>4.3.3.1</b>	<p>Independent smallholders shall demonstrate customary rights to their landholdings</p> <p>Note: Where recognized customary or legally owned land has been taken over and where there is documentary proof of a transfer of rights (e.g. sale) and of payment or provision of agreed compensation.</p> <p><b>- Major compliance -</b></p>	<p>Interview with the village head confirmed that the smallholders have the customary rights on the land. MPOB license is the legal document for the land ownership for the aboriginal reserved lands as it is recognised by the village heads and JAKOA.</p>	Complied
<b>4.3.3.2</b>	<p>Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available.</p> <p><b>- Minor compliance -</b></p>	<p>A sketch map of the smallholder’s farm was available and the group manager can ensure that no overlapping with the neighbour by the</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		number of palms as compare to the size as approved in the MPOB license.	
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Complaints and grievances</b>			
<b>4.4.1.1</b>	Independent smallholders shall be able to respond to complaints that are raised by their neighbours or other stakeholders. <b>- Major compliance -</b>	Complaint and Grievances procedure with Doc. No. SOP-01/AR/2016 dated 1/4/2016 has been developed and implemented for the smallholder members and neighbouring stakeholders. Any complaints or grievances will be handled by Group Manager. Complaint flowchart specifically for smallholders was developed. Any complaints or grievances must be solved within 14 days from the date of complaint received. If could not be solved, it will be transferred to Extension Officer from MPOB to investigate and resolve.	Complied
<b>4.4.1.2</b>	The local system should be able to resolve disputes. <b>- Minor compliance -</b>	Complaint and Grievance Form (F-01/AR/2016 dated 1/4/2016) was implemented and distributed to each of the smallholder. The Extension Officer will site visit to all the farms 3 times per year to collect the form if any complaint or the smallholders will submit the form to the Group Manager. So far, there was no complaint or grievances received. Interviewed with the smallholders and stakeholders confirmed that no complaint towards the Group Manager.  Stakeholder meeting was conducted on 8/8/18 with participation of smallholders and other stakeholders such as local communities,	Complied



Criterion / Indicator		Assessment Findings	Compliance
		local authorities and neighboring plantations. Seen the meeting minutes with total 26 participants	
<b>Criterion 4.4.2: Employees safety and health</b>			
<b>4.4.2.1</b>	<p>Independent smallholders need not have a formal health and safety plan but shall ensure that all work practices are safe.</p> <p><b>- Major compliance -</b></p>	<p>Group Manager has implemented the awareness of safe work practices from time to time.</p> <p>Sighted the sample of training record as follows:</p> <ul style="list-style-type: none"> <li>i. MSPO awareness, PPE usage (spraying) and Triple Rinsing training for C3 dated 7/3/2018</li> <li>ii. Importance of PPE usage, ripeness standard and license training dated 23/3/2018</li> <li>iii. MSPO awareness, PPE usage (spraying) and Triple Rinsing training for C3 dated 30/8/2018</li> <li>iv. MSPO awareness, PPE usage (spraying) and Triple Rinsing training for C3 dated 17/10/2018</li> <li>v. MSPO Certification Course with Smallholders, conjunction with DOE, OSH and Wildlife Department dated 14/5/2018</li> </ul> <p>PPE was given to the smallholders on 'one-off' basis. Sighted the sampled PPE issuance records for smallholders visited:</p> <ul style="list-style-type: none"> <li>i. Mahat b. Amin – 20/1/2015</li> <li>ii. Rozali b. Ibrahim – 20/1/2015</li> <li>iii. Zuhair b. Rozali – 20/1/2015</li> </ul>	Major Non-Compliance

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Criterion / Indicator		Assessment Findings	Compliance
		<p>During site visit and interview with the smallholders (Jalaludin Hamid and Mahat Amin) shows the understanding of the PPE usage. However, some of the PPE given has been worn out and not suitable to be used. The workers use unsuitable item as PPE such as small towel or handkerchief as face mask. It shows the monitoring of PPE usage by the Group Manager is not effectively implemented.</p> <p>Thus, Major NC was raised. Refer NC reference no. 1706910-201810-M1</p>	
<b>Criterion 4.4.3: Employment conditions</b>			
<b>4.4.3.1</b>	<p>For independent smallholders with temporary workers, work conditions shall be in accordance with a mutual verbal agreement made transparently and freely.</p> <p><b>- Minor compliance -</b></p>	<p>The smallholders to carry out the activities themselves and some of the outsourced the harvesting, manuring and spraying activities to temporary/casual worker. They are considered casual/ temporary workers where they will rotated among the smallholders. No documented employment of contract is available but the smallholder has briefed to the workers on the working condition, pay and etc with mutually verbal agreed. Seen the records of task accomplished by the workers for spraying, manuring and harvesting for each smallholder's lot and the payment was made by the smallholders to the workers through verbal agreed between them. The rate is varies from RM 50-60 per day depends on the task given to them.</p> <p>Besides, interviewed with smallholders confirmed that they will discussed with the temporary workers prior to work on the term and condition via verbally. The workers will only proceed to work after mutually agreed on the terms and conditions. Some</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		smallholders even carried out the task by themselves or family members.	
4.4.3.2	Independent smallholders & group managers shall provide equal opportunity and treatment regardless of race, gender, religion, political affiliation, nationality, social origin or other distinguishing characteristics and shall not engage in or support discriminatory practices in line with national aspiration.  - <b>Minor compliance</b> -	The smallholders were recruited foreign workers to work in their plantations from contractors. They are not allowed to recruit children and young person to work in field, no discrimination is practice based on gender, race, nationality and etc. The pay and condition is verbally agreed between smallholders and the workers.  Interviewed with the workers that confirmed no complaint from the workers regarding the opportunity and treatment regardless of race, gender, religion, political affiliation, nationality, social origin or other discrimination by neither the independent smallholder nor group manager.	Complied
4.4.3.3	Group managers for Independent smallholders shall ensure that worker's pay and conditions meet legal standards as per mutual agreements.  - <b>Major compliance</b> -	This indicator is not applicable to this group of smallholder as there were no monthly workers being employed in the smallholding as it was managed by themselves and their respective family members or temporally workers.	Complied
4.4.3.4	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities, where available and practical.  - <b>Major compliance</b> -	This indicator is not applicable to this group of smallholder as there were no monthly workers being employed in the smallholding as it was managed by themselves and their respective family members or temporally workers.	Complied
4.4.3.5	Children and young persons are not to be employed or exploited. The minimum age and conditions of employment shall comply with local, state or national legislation. Work by children is acceptable on family farms, under adult supervision, and when it does not interfere	Young persons and children were not observed working in the plantations during the visit. Interviewed with the smallholders found they are aware of the importance of education and allow	Complied

Criterion / Indicator		Assessment Findings	Compliance
	with their education. Children are not to be exposed to hazardous working conditions. <b>- Major compliance -</b>	their children to attend school. They also aware that children and young shall not exposed to hazardous working conditions.	
<b>Criterion 4.4.4: Training and competency</b>			
<b>4.4.4.1</b>	Independent smallholders are encouraged to seek knowledge to increase their competency in oil palm management. <b>- Minor compliance -</b>	MSPO awareness and understanding and other training course were planned for 2018. These also including the following topics: <ul style="list-style-type: none"> <li>• MSPO and PPE compliance (23/3/18 – Kg Pasal group members)</li> <li>• Chemical handling and spraying (11/4/18 – MPOB Temerloh)</li> <li>• MSPO awareness &amp; “edaran maklumat sawit” ( 24/4/18 – Bera &amp; Triang group smallholder)</li> </ul> <p>Training courses were delivered by MPOB Pegawai Tunas Kawasan (PTK) Termeloh.</p>	Complied
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			
<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	Independent smallholders are expected to be aware of the environmental impact but are not expected to undertake any formal impact assessment unless there is a legal requirement. <b>- Minor compliance -</b>	Smallholders are trained by the group manager on the environmental Impacts. Latest training was conducted on 14/5/2018 for the group smallholders during the MSPO Certification Course with Smallholders, conjunction with DOE, OSH and Wildlife Department.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>"Pegawai Tunas" also giving the smallholders advice regarding the environmental impacts during their visit to the farms. Sighted the visit report from "Pegawai Tunas".</p> <p>Interviewed with smallholders found they were able to explain the environmental impacts from the spraying activity and need for the protection of environment.</p>	
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
<b>4.5.2.1</b>	<p>The use of renewal energy should be applied where possible.</p> <p><b>- Minor compliance -</b></p>	<p>So far there was no option for the used of renewable energy and fully dependable on fossil fuel.</p> <p>During the audit, the usage of diesel for the transport of FFB has been recorded for smallholder who own the lorry in transporting the FFB to the nearby mill. The data was recorded in form R-01/PT/2016.</p> <p>Sighted the diesel usage record for smallholders – Tahir b. Malaka as follows:</p> <ul style="list-style-type: none"> <li>i. Aug 18 – 63.86 L</li> <li>ii. Sept 18 – 44.44 L</li> <li>iii. Oct 18 – 49.98 L</li> </ul>	Complied
<b>Criterion 4.5.3: Waste management and disposal</b>			
<b>4.5.3.1</b>	<p>All waste products and sources of pollution shall be identified by the group manager.</p>	<p>Waste products and sources of pollution identified documented in the group procedure of <i>Kelompok Minyak Sawit Mampan (SPOC) – Senarai Sisa Racun dan Domestik; Doc. # L-04/SRD/2016; Effective</i></p>	Complied

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	- Major compliance -	<p><i>date: 1/4/2016; Rev. 0.</i> Identified waste and other source of pollutions recorded as following:</p> <ol style="list-style-type: none"> <li>1) Waste generated from agricultural input:               <ol style="list-style-type: none"> <li>i) Pesticide chemical (insecticide &amp; herbicide) – empty chemical container, water residue from chemical mixing, contaminated soil with pesticide chemical and etc.</li> <li>ii) Fertilizer – empty fertilizer bag</li> </ol> </li> <li>2) Waste generated from non-agricultural input:               <ol style="list-style-type: none"> <li>i) Chemical spray pump – old/damaged spray pump</li> <li>ii) Agriculture machinery – used lubricants, battery, tyres etc</li> <li>iii) Used PPE</li> <li>iv) Domestic waste</li> </ol> </li> </ol>	
4.5.3.2	<p>Group managers shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers.</p> <p>- Major compliance -</p>	<p>Group manager has established management procedures as following:</p> <ol style="list-style-type: none"> <li>i) Prosedur Pengendalian dan Pelupusan Bahan Kimia; SOP-02/BK/2016; Eff. date: 1/4/2016; Rev. 0</li> <li>ii) Prosedur Pengendalian dan Pelupusan Bahan Buangan Terjadual; SOP-04/BT/2016; Eff. date: 1/4/2016; Rev. 0</li> </ol> <p>Interviewed with smallholders and visit to the smallholders (Zakaria Ahmad) farms shows the smallholders have problems on how to disposed empty chemical containers as the amount generated are too small.</p> <p>Sighted during site visit, the empty chemical containers which have been triple rinse were stored at the farms without any proper designated area. It shows that the waste generated from the small holdings are not disposed of appropriately.</p>	Major noncompliance

Criterion / Indicator		Assessment Findings	Compliance
		Thus, Major NC was raised. Refer NC reference no. 1706910-201810-M2	
<b>Criterion 4.5.4: Natural water resources</b>			
<b>4.5.4.1</b>	Group managers should ensure that Independent smallholders can demonstrate that they understand the need to maintain the quality and availability of surface and ground water and steps are being taken for its implementation.  - <b>Minor compliance</b> -	CoP training covers the need to maintain the quality and availability of surface and ground water. Latest training was conducted on 14/5/2018 for the group smallholders during the MSPO Certification Course with Smallholders, conjunction with DOE, OSH and Wildlife Department.  Noted during site visit and interview with Smallholders shows the understanding on the needs and steps were taken to maintain the quality and availability of surface and ground water such as no blanket spraying, maintenance of riparian buffer zones and etc	Minor noncompliance
<b>4.5.4.2</b>	Water harvesting practices should be implemented.  - <b>Minor compliance</b> -	Rain water harvesting has been implemented by placed water container at strategic area. The smallholders used the rain water for pre-mix of agrochemicals.  It was observed the moisture conservation pit has been constructed by certain smallholders (Mr. Tan Shyh Haur) and well- maintained to conserve water and avoid soil erosion.	Complied
<b>Criterion 4.5.5: Status of rare, threatened, or endangered species and high biodiversity value</b>			
<b>4.5.5.1</b>	Group manager or relevant government agency should ensure that Independent smallholders are able to show a basic understanding of any species or habitats of concern, together with their conservation needs. Information on protected species and their habitat with high	Interviewed of smallholders found that they are able to show a basic understanding of any species or habitats of concern, together with their conservation needs even though most of their smallholders farms are bordering with other oil palm plantations.	Complied

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	<p>biodiversity value may be obtained from relevant government agencies, such as the Forestry Department, Forest Research Institute of Malaysia and the Wildlife Department.</p> <p><b>- Minor compliance -</b></p>	<p>According the smallholders, they only observed wild boar or monkey in their farm.</p> <p>Group manager had conducted an awareness training. Latest training was conducted on 14/5/2018 for the group smallholders during the MSPO Certification Course with Smallholders, conjunction with DOE, OSH and Wildlife Department.</p>	
<b>Criterion 4.5.6: Zero burning practices</b>			
<b>4.5.6.1</b>	<p>Independent smallholders shall not practice open burning during land preparation for oil palm cultivation or replanting, unless with the permission of relevant state authorities.</p> <p><b>- Major compliance -</b></p>	<p>The group manager together with MPOB officers (Pegawai Tunas) have conducted awareness training on prohibition of open burning. Sighted training records as follows:</p> <ul style="list-style-type: none"> <li>i. MSPO Certification Course with Smallholders dated 14/5/2018</li> <li>ii. MSPO awareness, PPE usage and triple rinsing for C3 dated 30/8/2018</li> <li>iii. MSPO awareness, PPE usage and triple rinsing for C3 dated 17/10/2018</li> </ul> <p>Interview with the smallholders shows the understanding on prohibition of open burning. No evidence of open burning sighted during site visit.</p>	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
<b>4.6.1.1</b>	<p>Group managers &amp; relevant government agencies should encourage all independent smallholders' to implement best practices such as the MPOB Codes of Practice, Malaysian Standards and the Kod Amalan Baik (GAP) Pekebun Kecil.</p>	<p>SPOC BERA has certified with MPOB Code of Good Agriculture Practice (CoGAP) for Oil Palm Estate and Smallholdings. Audit has been conducted on the February to September 2018.</p>	Complied





Criterion / Indicator		Assessment Findings	Compliance
	- <b>Minor compliance</b> -	<p>Results of shown 12 smallholders are yet to comply with the standard and require 2nd audit before issuance of certificate while 7 smallholders didn't comply with the standard.</p> <p>1 smallholders were recommended for certification and 13 smallholders were certified with MPOB GAP certification by Pegawai TUNAS Kawasan. Sample of GAP certificate for SPOC Bera:</p> <ul style="list-style-type: none"> <li>i. Azizah bt Abd Aziz (Cert no : 1587), no lot: PT 978, certification period May 2018 – April 2020</li> <li>ii. Lim Ah Lee (Cert no : 1586), no lot: PT 7833, certification period May 2018 – April 2020</li> <li>iii. Muad b. Yahya (Cert no : 1584), no lot: PT 1846, certification period May 2018 – April 2020</li> <li>iv. Nor Baiti bt Zainal Abidin (Cert no : 01494), no lot: PT 19741, certification period Dec 2017 – Nov 2019</li> <li>v. Ramli b. Othman (Cert no : 01496), no lot: PT 3322, certification period Dec 2017 – Nov 2019</li> </ul>	
<b>4.6.1.2</b>	<p>A visual identification or reference system shall be established for each field or block of oil palm planting by group manager (where practical).</p> <p>- <b>Major compliance</b> -</p>	<p>SPOC Bera has provided standard signboard to all smallholders for visual identification or reference system. In the signboard stated the name of smallholder, lot number, area, GPS coordinate and planted year. Sighted the signboard at the sampled smallholders visited:</p> <ul style="list-style-type: none"> <li>i. Rohani bt Baharom</li> <li>ii. Mohamad Zuhair b Rozali</li> <li>iii. Rozali b. Ibrahim</li> </ul>	Complied
<b>Criterion 4.6.2:</b> Economic and financial viability plan			

Criterion / Indicator		Assessment Findings	Compliance
<b>4.6.2.1</b>	<p>Group manager shall establish a documented business or management plan to demonstrate attention to economic and financial viability.</p> <p><b>- Major compliance -</b></p>	<p>Management Plan for year 2018 that related to the field activities such as manuring, spraying and harvesting programme has been prepared by the group manager. The detail of the management plan has been communicated to the small holder through the MPOB officer (pegawai Tunas) and public talk organizes by MPOB from time to time.</p> <p>Manuring and spraying programme for 2018:            Spraying: immature - 8 rounds per year, mature – 4 rounds per year</p> <p>Manuring: 3 times per year (recommendation &gt; 6 years 9-12 kg)</p>	Complied
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
<b>4.6.3.1</b>	<p>Independent smallholders are encouraged to communicate with and have consultations with dealers, millers, local communities and other affected or interested parties.</p> <p><b>- Mino'r compliance -</b></p>	<p>Group manager with the assistance of MPOB has negotiated FFB pricing with Mill for the smallholders FFB. Discussion on the agreed FFB price was sighted between both parties. For example, contract between KPSM Bera and Hvys Mill.</p> <p>Sampled FFB weighbridge ticket from Havys Mill ; dated: 20/10/2018 for sampled smallholder (Mahat Bin Amin), WB ticket no. P18234095, weight: 3.390 mt.</p> <p>FFB price was based on daily price and monthly average and paid on monthly basis. There were no disputes on the payment noted during the audit. Group manager keeps a copy of all the FFB sales records</p>	Complied
<b>4.7 Principle 7: Development of new planting</b>			

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<b>Criterion 4.7.1:</b> Oil palm shall not be planted on land with a high biodiversity value			
<b>4.7.1.1</b>	Independent smallholders shall not plant oil palm on land with high biodiversity value as identified by local, state and national legislation. <b>- Major compliance -</b>	There's no any new planting by independent smallholders within SPOC Bera hence no high biodiversity value as identified by local, state and national legislation were being compromised.	Complied
<b>Criterion 4.7.2:</b> Soil Survey			
<b>4.7.2.1</b>	Independent smallholders should obtain information on soil types, topography and their suitability for oil palm plantings from the relevant government agency. New planting plans should be prepared in consultation with extension service officers. <b>- Minor compliance -</b>	There's no any new planting by independent smallholders within SPOC Bera hence no any preparation in consultation with extension service officers conducted.	Complied
<b>Criterion 4.7.3:</b> Extensive planting on steep terrain, marginal and fragile soils			
<b>4.7.3.1</b>	Extensive planting on steep terrain, marginal and fragile soils, shall be avoided unless permitted by local legislation. Independent smallholders who establish new plantings on steep terrain, marginal and fragile soils, should adopt appropriate and viable conservation measures. <b>- Major compliance -</b>	There's no any new planting by independent smallholders within SPOC Bera. There's no any steep terrain, marginal and fragile soils available within independent smallholders estate within SPOC Bera.	Complied

**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment SPOC C3 Bera Certification Unit complies with the MS 2530-2:2013. It is recommended that the certification of SPOC C3 Bera Certification Unit is continued.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name:</b> Abdul Halim Bin Mohd Bistamam	<b>Name:</b> Mohamed Hidhir Zainal Abidin
<b>Company name:</b> SPOC C3 Bera	<b>Company name:</b> BSI Services Malaysia Sdn. Bhd.
<b>Title:</b> Group Manager	<b>Title:</b> Lead Auditor
<b>Signature:</b> 	<b>Signature:</b> 
<b>Date:</b> 16/4/2019.	<b>Date:</b> 14/4/19

**Appendix A: Assessment Plan**

Date	Time	Subjects	Hidhir	Fadzli
Tuesday 6/11/18	PM	Audit Team travelling to site	√	√
Wednesday 7/11/18	0830-0900	Opening Meeting: Presentation by the Group Manager/coordinator Presentation by Audit team leader.	√	
	0900-1300	Field Inspection ( Bera & Termerloh complex): 5 sample Field visit, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, HCV area, Office, workshop, worker housing, Landfill, Chemical store and mixing, etc.	-	√
	0900-1300	Group manager audit ICS implementation and monitoring Group member's selection and approval Binding contract and acknowledgment	√	-
	1300-1400	Lunch break	√	√
	1400	Continue with unfinished pre-lunch activities Document Audit: Public documents, SOPs, Policies, Internal audit, Production & Supply chain records, FFB pricing, Review on SEIA documents and records, wage records, complaint records, workers records, training records, permits, CIP, etc	√	√
	1600-1630	Interim Closing for day1	√	√

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Date	Time	Subjects	Hidhir	Fadzli
Thursday 8/11/18	0845	Arrival of auditors – MPOB Temerloh	√	√
	0900-1300	Field Inspection ( Kg Pasal – Bahau/Keratng complex): 5 sample Field visit, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, HCV area, Office, workshop, worker housing, Landfill, Chemical	-	√
	0900-1300	Document Audit: Public documents, SOPs, Policies, Internal audit, Production & Supply chain records, FFB pricing, Review on SEIA documents and records, wage records, complaint records, workers records, training records, permits, CIP, etc.	√	√
	1300-1400	Lunch break	√	√
	1430-1630	Continue with unfinished pre-lunch activities	√	√
	1600-1630	Interim Closing for day2	√	√
Friday 9/11/18	845	Arrival of auditors – MPOB Temerloh	√	√
	0900	Continue with any outstanding/pending elements	√	√
	1000-1130	Audit team discussion and report preparation.	√	√
	1130-1230	Closing meeting – presentation of finding	√	√
	PM	Audit team travel back to KL	√	√

**Appendix B: List of Stakeholders Contacted**

Internal Stakeholders	External Stakeholders
MPOB Officers (Pegawai Tunas Kawasan) MPOB Officers (HQ) Smallholder (Mukim Bera ) Smallholder (Mukim Kg Pasal)	Hvys Mill

**Appendix C: Smallholder Member Details**

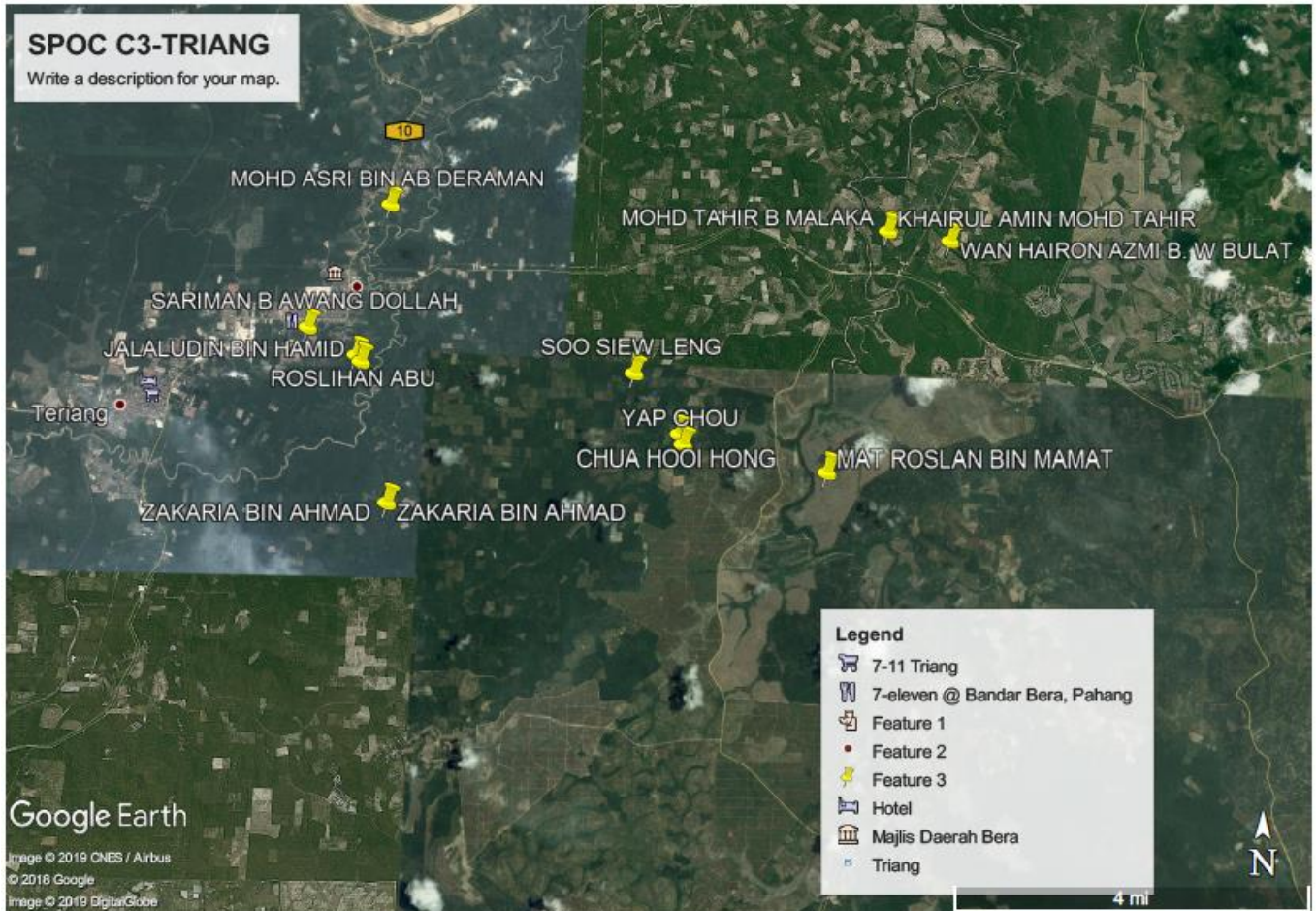
No	Name of smallholder	Year Planted	Land Area (ha)	Forecast FFB (Mt/ha/year)	Koordinat GPS
1	ABD RASHID BIN MD AKIL	2012	0.6773	24	102°33'41.231"E ,3°22'59.257"N
2	AHMAD BIN JAMALUDIN	2012	2.2200	20	102°33'55.911"E ,3°23'11.953"N
3	AZIZAH BINTI ABDUL AZIZ	2002	1.2140	25	102°31'56.412"E ,3°22'36.132"N
4	JAMAEN BIN MUHAYAT	2012	2.4000	28	102°43'49.060"E ,2°51'51.687"N
5	JAMALUDIN BIN AW. MAHUSIN	2005	2.0230	22	102°33'04.841"E ,3°23'51.594"N
6	KHAIROL AMIN BIN MOHD TAHIR	1999	4.8560	20	102°32'58.190"E ,3°16'46.146"N
7	MAHAT BIN AMIN	1998	2.0800	21	102°42'40.677"E ,2°51'39.001"N
8	MD TERMIZI BIN JAMALUDIN	1999	0.7850	21	102°31'11.953"E ,3°23'55.931"N
9	MOHAMAD ZUHAIR BIN ROZALI	2009	1.2100	21	102°42'28.653"E ,2°51'42.610"N
10	MOHD ALI BIN ABU BAKAR	1998	3.6400	20	102°32'17.250"E ,3°16'08.580"N
11	MOHD ASRI BIN AB DERAHMAN	2008	3.0662	30	102°27'37.326"E ,3°16'57.305"N
12	MOHD DIAH BIN MD SALLEH	2009	1.2141	30	102°42'973"E ,2°52.137"N
13	MOHD ROZALI BIN JAMALUDIN	2003	1.2140	28	102°31'11.874"E ,3°23'58.931"N
14	MOHD TAHIR BIN MALAKA	1998	4.8500	25	102°32'58.192"E ,3°16'46.145"N
15	MUAD BIN YAHYA	2004	2.0030	25	102°31'28.243"E ,3°22'30.028"N
16	RASHIDAH BT ESA	2002	3.7300	19	102°42'952"E ,2°52.070"N
17	ROHANI BT BAHAROM	2001	1.2140	19	102°42'30.705"E ,2°51'23.237"N
18	ROSHIMA BT IBRAHIM	2002	1.2140	19	102°42'28.458"E ,2°22'42.538"N
19	ROZALI BIN IBRAHIM	2008	11.7500	25	102°42'40.268"E ,2°51'38.768"N
20	SARIMAN BIN AWANG DOLLAH	1990	2.9130	16	102°26'49.599"E ,3°15'34.769"N
21	WAN HAIRON AZMI BIN W.BULAT	2005	1.7450	21	102°33'37.033"E ,3°16'39.333"N
22	CHUA HOOI HONG	2018	3.817	0	102°30'45.531"E ,3°14'30.226"N
23	YAP CHOU	2018	3.669	0	102°30'48.101"E ,3°14'23.398"N
24	CHEN NYET KHIEW	2018	3.6548	0	3°09' 13.810" N 102°19'41.624" E
25	JALALUDIN BIN HAMID	2015	1.4060	0	3° 15' 13.076" N,1020 27'24.406 E
26	TAN SHYH HAUR	2018	0.3964	0	3°19,29.042'N 1020 25'44.165E
27	MAT ROSLAN BIN ABDULLAH @ MAMAT	1993	3.4755	28	3°14'08.576"N 1020 32'17.339"E
28	TAN YOK MOY	2018	3.9490	0	102°28'27.929"E ,3°11'35.204"N
29	ROSLIHAN BT ABU	2009	1.2100	14	03°15'17.228"N 1020 27'21.239"E
30	SOO SIEW LENG	2012	2.481	24	03°15'08.642"N 1020 30'16.558"E
31	ZAKARIA BIN AHMAD	2008	1.9760	18	03° 15.193' N 1020 27.786' E

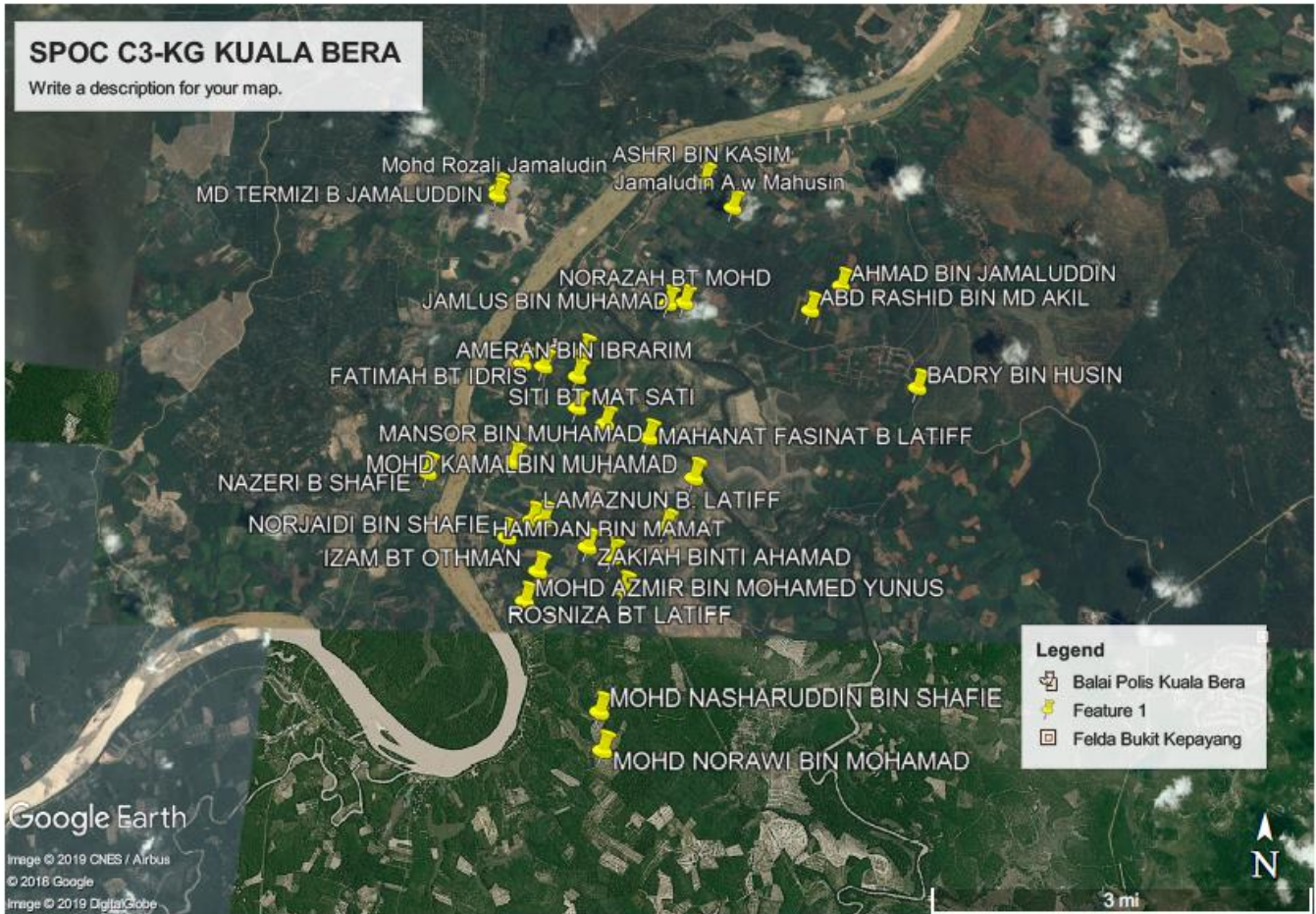
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	Tota existing members (31)				
1	IZAM BINTI OTHMAN	2016	2.0180	8	102°31'39.510"E ,3°20'53.530"N
2	MOHD KAMAL BIN MUHAMAD	2010	1.0970	20	102°32'47.861"E ,3°21'37.900"N
3	MOHD NAZERI BIN SHAFIE	2009	1.2360	30	102°30'47.861"E ,3°21'37.900"N
4	MANILA BINTI ABDUL LATIF	2016	1.1493	8	102°31'45.838"E ,3°20'58.378"N
5	MAHANAT FASINAT BIN LATIFF	2011	2.0130	28	102°32'26.970"E ,3°21'55.626"N
6	SITI ZALMI BIN LATIFF	2015	2.6310	8	102°32'17.230"E ,3°20'58.360"N
7	MOHD NASHARUDIN BIN SHAFIE	2010	1.0370	22	102°32'08.720"E ,3°19'53.197"N
8	MOHD NORJAIDI BIN SHAFIE	1999	1.5045	20	102°31'25.237"E ,3°21'08.777"N
9	MOHD NORAWI BIN MOHAMAD	2005	1.2140	25	102°32'10.533"E ,3°19'37.058"N
10	MOHD AZMIR BIN MOHAMED YUNUS	2005	1.3051	25	102°31'34.549"E ,3°20'40.288"N
11	ZAKIAH BINTI AHAMAD	2005	1.6100	22	102°32'01.029"E ,3°21'05.177"N
12	MANSOR BIN MUHAMAD	1999	1.9096	18	102°31'26.560"E ,3°21'43.792"N
13	ROSNIZA BINTI A.LATIFF	2016	1.0621	8	102°32'17.509"E ,3°20'46.001"N
14	ABD ILLAH BIN SULAN	2016	0.5430	8	102°31'35.885"E ,3°21'16.721"N
15	ROZAI DAH BINTI HAJI LATIFF		3.2560	8	102°31'41.037 "E ,3°21'17.0263"N
16	JAMLUS BIN MUHAMAD	2010	1.2140	25	102°32'42.398 "E ,3°23'02.219"N
17	NORINI BINTI OTHMAN	2000	1.4950	22	102°31'39.633 "E ,3°21'00.000"N
18	FATIMAH BINTI IDRIS	1998	1.5710	18	102°31'37.873"E ,3°22'28.943"N
19	HAMDAN BIN MAMAT	1998	1.9223	16	102°32'12.146"E ,3°21'00.829"N
<b>TOTAL (new -19 + 31 = 50 smallholders)</b>					

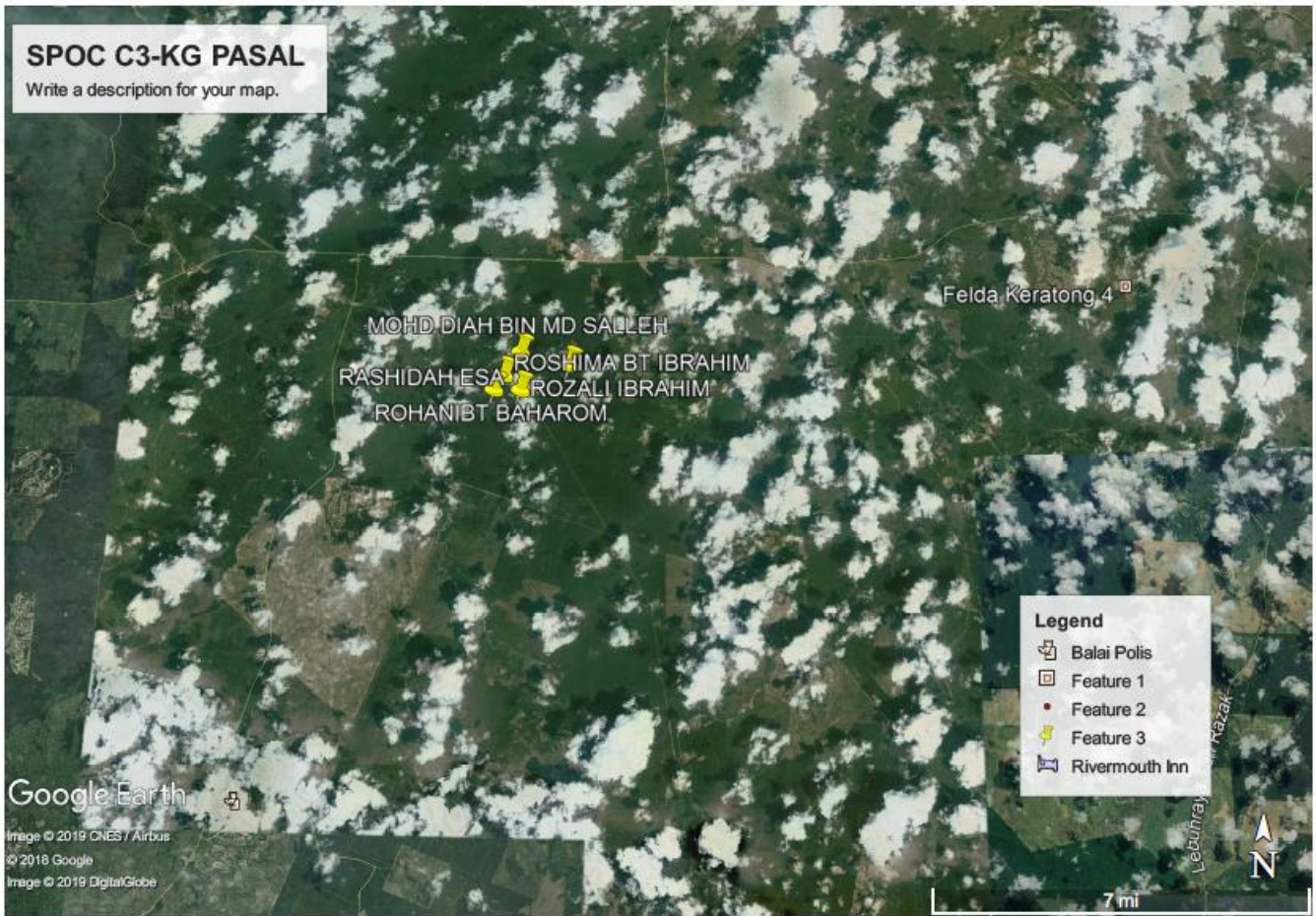


**Appendix F: Location and Field Map (SPOC C3 Bera, Triang and Kg Pasal)**









**Appendix G: List of Abbreviations**

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MSPO	Malaysian Sustainable Palm Oil
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RTE	Rare, Threatened or Endangered species
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure