

**RSPO PRINCIPLE AND CRITERIA
– RECERTIFICATION ASSESSMENT
Public Summary Report**

PT. Agro Indomas Central Kalimantan
Client company Address: <u>Menara Global, 16th Floor,</u> <u>Jl. Jenderal Gatot Subroto Kav.27,</u> <u>Jakarta - Indonesia</u>
Certification Unit: Sungai Purun Palm Oil Mill and its Supply Base Location of Certification Unit: Km.75 Sampit – Pangkalan Bun, Seruyan Regency, Kalimantan Tengah Province, Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0175-14-000-00	Date	2 nd December 2014
Company Name	PT. Agro Indomas (Central Kalimantan)		
Address	Head Office: Menara Global, 16 th Floor, Jl. Jenderal Gatot Subroto Kav.27, Jakarta – Indonesia Site: KM.75 Sampit – Pangkalan Bun, Seruyan Regency, Kalimantan Tengah Province, Indonesia		
Subsidiary of (if applicable)	Goodhope Asia Holdings Ltd.		
Contact Name	Mr. Mim Yudianto		
Website	www.goodhopeasia.com	E-mail	mimy@goodhope-id.com
Telephone	+62 21 52892260	Facsimile	

2. Certification Information			
Certificate Number	RSPO 569265	Date	18/09/2012
Scope of Certification	Production of CPO and PK at Sungai Purun Palm Oil Mill with Sungai Purun Estate and Sungai Rungau Estate as supply base. The Palm Oil Mill capacity is 90 tons FFB/hour.		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
EMS 556263	ISO 14001	BSI	14/09/2018
OHS 556265	OHSAS	BSI	14/01/2020

3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Longitude	Latitude
Sungai Purun POM	KM. 75 Sampit – Pangkalan Bun, Seruyan Regency,	112° 22' 38.00" E	02° 28' 49.00" S

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	Kalimantan Tengah Province - Indonesia		
Sungai Purun Estate	KM. 75 Sampit – Pangkalan Bun, Seruyan Regency, Kalimantan Tengah Province - Indonesia	112° 25' 19.07" E	2° 30' 1.195" S
Sungai Rungau Estate	KM. 75 Sampit – Pangkalan Bun, Seruyan Regency, Kalimantan Tengah Province - Indonesia	112° 22' 20.62" E	2° 30' 0.441" S

4. Description of Supply Base							
Estate	Mature (ha)	Immature (ha)	Infrastructure & Other (ha)	HCV (ha)	Total Planted (ha)	Total Hectareage	% of Planted
Sungai Purun Estate*	4,539.40	0	606.86	84.74	4,539.40	5,231.00	86.77
Sungai Rungau Estate	3,956.10	10.60	240.44	130.86	3,966.70	4,338.00	90.39
Total	8,495.50	10.60	847.30	215.60	8,506.10	9,569.00	88.89

* Smallholder is certified, and full managed by company, under Sungai Purun Estate

5. Plantings & Cycle									
Estate	Age (Years)						Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Total	Estimated (Sept 2016 - Aug 2017)	Actual (Sept 2016 - Aug 2017)	Forecast (Oct 2017 - Sept 2018)
Sungai Purun Estate*	0	621.00	3,888.70	0	0	4,509.70	91,591	107,818	101,173
Sungai Rungau Estate	10.60	62.50	3,893.60	0	0	3,966.70	90,622	105,325	97,586
Total	10.60	684.20	7,782.30	0	0	8,506.10	182,213	213,143	198,759

** Smallholder is certified, and full managed by company, under Sungai Purun Estate

6. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (September 2016 - August 2017)	Actual (September 2016 - August 2017)	Forecast (October 2017 - September 2018)
Sungai Purun Estate*	91,591	107,818	101,173
Sungai Rungau Estate	90,622	105,325	97,586
Total	182,213	213,143	198,759

** Smallholder is certified, and full managed by company, under Sungai Purun Estate

7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)			
Independent FFB Supplier	Tonnage / year		
	Estimated (September 2016 - August 2017)	Actual (September 2016 - August 2017)	Forecast (October 2017 - September 2018)
Third-party FFB	15,212	10,771	15,000

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suppliers			
Total	15,212	10,771	15,000

8. Certified Tonnage									
Mill	Estimated (<i>September 2016 – August 2017</i>)			Actual (<i>September 2016 – August 2017</i>)			Forecast (<i>October 2017 – September 2018</i>)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Sungai Purun POM	182,213	41,453	10,477	213,143	43,982	10,556	198,759	44,224	10,932
Total	182,213	41,453	10,477	213,143	43,982	10,556	198,759	44,224	10,932

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
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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) to conduct RSPO assessment 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

The on-site initial assessment was conducted from 23-26th August 2017. 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 Major NC close out on-site assessment was conducted on 24-25th October 2017. The audit programmes are included as Appendix D.

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 Principles & Criterias 2013 RSPO INA NI, September 2016 and RSPO Supply Chain Certification Standard 2014 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 approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base. The estates sample were determined based on formula $N = 0.8\sqrt{y}$ where y is the number of estates. There was no sampling of smallholder, because the scheme smallholder was fully managed by company, thus treated the same as part of estate audit. Audit team made interview with scheme smallholder committee, to discuss performance of management.

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.

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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.

All the previous nonconformities are remains closed. The assessment findings for the re-certification assessment 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 externally reviewed by RSPO approved Certification 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

1. Assessment Program					
Name (Mill / Supply Base)	Year 1 (Recertification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 4)	Year 5 (ASA 5)
Sungai Purun POM	X	X	X	X	X
Sungai Purun Estate	X	X	X	X	X
Sungai Rungau Estate	X	X	X	X	X

Tentative Date of Next Visit: September 3, 2018 - September 6, 2018

Total No. of Mandays: 10

BSI Assessment Team:

Pratama Sedayu – Auditor (Lead Auditor)

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 subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor endorsed Course and RSPO P&C and RSPO SCCS Lead Auditor endorsed Courses. During this assessment, he assessed on the aspects of estate best practices, environment, OHS, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Nanang Muallib – Team member

He holds a Bachelor degree in Forestry Technology from Bogor Agriculture University, 1999. He has 4 years experience worked in the Forest plantation company in Indonesia, and has experiences involves in the several RSPO certification audits as team member. He has attended the 5 days RSPO P&C Certification System Assessment

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Training held by PT. Mutuagung Lestari on 2009 as well as 5 days ISO 9001 auditor training on 2009. He has been approved as an HCV Assessor under RSPO Scheme. He has been involved in many assessment related to the Forestry and Sustainable oil palm certification in Indonesia. He has experienced involves in RSPO certification assessments more than 15 different oil palm organizations (including mills and estates) in Indonesia. He is also familiar with RSPO P&C Certification assessment and qualified as audit team member. During this assessment, he assessed on the aspect of Legal, HCV identification and management, and also social community engagement and stakeholder consultation as well as smallholder audits.

Imam Fakhurozi – Team Member

Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years working experience related to oil palm industry, as a sustainability and HSE officer in oil palm Plantation Company in Indonesia. Imam has completed a number of relevant trainings, the training includes ISO 9001:2008 and EMS 14001:2004 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed course. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015. During this assessment, he assessed on the aspects of mill and estate best practices, environment and OHS.

Accompanying Persons: Mr. Hoo Boon Han – Qualifying Reviewer

Section 3: Assessment Findings

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

- Goodhope Asia Holdings Ltd. Time Bound Plan
- RSPO P&C INA-NIWG 2016 Checklist
- RSPO Supply Chain Certification Checklist November 2014

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	Yes. The Goodhope Asia Holding Plc.'s timebound plan include all subsidiaries, estates and mills.	Yes
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The timebound plan has put all estate and mills. Based on interview with management, the timebound plan has put consideration towards plantation age (mature vs immature palm), location, mill construction plan, compliance with applicable law (obtain HGU, IUP, etc.). The management has also considering the precautionary approach for new development. Time bound plan is challenging.	Yes
Have there been any changes since the last audit? Are they justified?	There is a change in the time bound plan, due to a memorandum for stop-work issued by the RSPO. These was related to complaint on non-certified company under Goodhope. The parent company, Goodhope Asia Holdings Ltd. was issued with Precautionary Measures (Stop Work Order) adopted by RSPO Complaints Panel – effective on 28 th April 2017. The RSPO decision made on basis that some of the non-certified companies/subsidiaries under Goodhope Asia Holdings Ltd., deemed to breach the RSPO Principles and Criteria 7.3. The RSPO Complaints Panel, determines the following: <ul style="list-style-type: none"> - Both the HCV Assessments related to PT. Nabire Baru and PT. Agrajaya Baktitama are found to be of poor quality and inadequate in establishing that potential HCV Areas have been set aside for management, monitoring and conservation. This is deemed to be a breach of RSPO Principles of Criteria (P & C) 7.3; - Goodhope Asia Holdings Ltd. is required to submit a full Land Use Change Analysis (LUCA), since November 2005, for PT. Nabire Baru and PT Agrajaya Baktitama; - Goodhope Asia Holdings Ltd. is required to re-do its HCV Assessment for PT Nabire Baru and PT Agrajaya Baktitama for 	Yes

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	the entire management unit;	
If there have been changes, what circumstances have occurred?	As explained above, there is a change in the time bound plan, due to a memorandum for stop-work issued by the RSPO. These was related to complaint on non-certified company under Goodhope. Goodhope Asia Holdings Ltd., required to meet milestones and timeline, to complete LUC Analysis for PT. Nabire Baru by end of July 2017; re-conduct the HCV Assessment for PT. Nabire Baru and PT. Agrajaya Baktitama by end October 2017; Complete the LUC Analysis for PT. Sariwana Adiperkasa, PT. Batumas Sejahtera, PT. Sawit Makmur Sejahtera, PT. Sinar Sawit Andalan, PT. Sumber Hasil Prima by end January 2018; on the basis of LUC Analysis, to re-conduct HCV Assessment for PT. Sariwana Adiperkasa, PT. Batumas Sejahtera, PT. Sawit Makmur Sejahtera, PT. Sinar Sawit Andalan, PT. Sumber Hasil Prima by end April 2018;	Yes
Have there been any stakeholder comments?	Yes. There was a complaint for non-certified company under Goodhope that leads to stop work order from RSPO Complaints Panel. The stakeholder comments comes from NGO Yayasan Pusaka against PT. Nabire Baru. The complaint then logged into RSPO - Complaints.	Yes
Have there been any newly acquired subsidiaries?	There is no newly acquired subsidiary.	Yes
Have there been any isolated lapses in implementation of the plan?	There is an isolated lapse in implementation of the plan. Audit team noticed a change in the audit plan, due to stop work order, issued by RSPO.	Yes
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes. Each company/subsidiaries under Goodhope Asia Holdings Ltd. conduct and internal audit against RSPO P&C INA NI 2016. Internal audit for PT. Nabire Baru (non-certified company) carried out on 27-29 th February 2017; Internal audit for PT. Agrajaya Baktitama (non-certified company) carried out on 10-12 th July 2017; Internal audit for PT. Agro Indomas – East Kalimantan (non-certified company) carried out on 17-19 th May 2017;	Yes
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	Based on initial database, from HCV assessment carried out to non-certified companies/subsidiaries under Goodhope Asia Holdings Ltd., there was no replacement/conversion of primary forest and/or any area containing HCV and/or any area required to maintain HCV. However, it was known that RSPO Complaint Panel requested Goodhope Asia Holdings Ltd to re-do HCV Assessment and LUC Analysis for seven (7) of the companies under Goodhope's subsidiaries: PT. Nabire Baru, PT. Sariwana Adiperkasa, PT. Batumas Sejahtera, PT. Agrajaya Baktitama, PT. Sawit Makmur Sejahtera, PT. Sinar Sawit Andalan, PT. Sumber Hasil Prima.	Yes

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	<p>Goodhope has made a summary of their progress to resolve the issue in their website. Based on the document review upon Goodhope’s Journey to Sustainability, progress being made inline with RSPO milestone (and guidance). Goodhope had prepared action plan and implemented to meet timeline from RSPO:</p> <ul style="list-style-type: none"> - Ata-marie and Ekologika are to perform HCV, HCS, LUC Analysis for PT. Nabira Baru and PT. Sariwana Adi Perkasa on May 2017. - Ata-marie and Ekologika are to perform HCV, HCS, LUC Analysis for PT. Agrajaya Baktitama, PT. Batumas Sejahtera and PT. Sawit Makmur Sejahtera on July 2017. - Daemeter is going to conduct HCV, HCS, LUC Analysis for PT. Sumber Hasil Prima and PT. Sinar Sawit Andalan on July 2017. 	
<p>Any new plantings since January 1st 2010 must comply with the RSPO New Plantings Procedure.</p>	<p>The parent company, Goodhope Asia Holdings Ltd. was issued with Precautionary Measures (Stop Work Order) adopted by RSPO Complaints Panel – effective on 28th April 2017. The RSPO decision made on basis that some of the non-certified companies/subsidiaries under Goodhope Asia Holdings Ltd., deemed to breach the RSPO Principles and Criteria 7.3. Goodhope had prepared action plan and implemented as per timeline, to be in compliance with RSPO New Planting Procedure 2015:</p> <ul style="list-style-type: none"> - Ata-marie and Ekologika are to perform HCV, HCS, LUC Analysis for PT. Nabira Baru and PT. Sariwana Adi Perkasa on May 2017. - Ata-marie and Ekologika are to perform HCV, HCS, LUC Analysis for PT. Agrajaya Baktitama, PT. Batumas Sejahtera and PT. Sawit Makmur Sejahtera on July 2017. - Daemeter is going to conduct HCV, HCS, LUC Analysis for PT. Sumber Hasil Prima and PT. Sinar Sawit Andalan on July 2017. 	<p>Yes</p>
<p>Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.</p>	<p>Based on websearch, document review and evaluation upon complaints in the RSPO – Complaint Panel, it was noted that a land conflict was identified in one of the non-certified company in Nabire, Papua. The stakeholder comments from NGO Yayasan Pusaka against PT. Nabire Baru. The complaints related to land grabbing, deforestation, failure to follow FPIC process in Nabire, Papua – Indonesia. The comment then then logged into RSPO complaint.</p> <p>Audit team reviewed the progress of the complaint resolution from RSPO Complaint Panel. Based on document review upon RSPO Case Tracker – synopsis as follows:</p> <ul style="list-style-type: none"> - 17th July 2017, Secretariat notifies the company on the complaint and waiting company to give response; - 24th August 2017, Complaint Panel directed RSPO Seretariat to follow up on the administrative high court judgement; - 30th August 2017, RSPO secretariat has sent and email to 	

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	the complainant and the company, asking for the copy of court decision;	
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	Based on websearch, document review and evaluation upon complaints in the RSPO Dispute Settlement Facility, no labour dispute noted.	Yes
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p>Yes. Each company/subsidiaries under Goodhope Asia Holdings Ltd. conduct and internal audit against RSPO P&C INA NI 2016.</p> <p>Internal audit for PT. Nabire Baru (non-certified company) carried out on 27-29th February 2017; Internal audit for PT. Agrajaya Baktitama (non-certified company) carried out on 10-12th July 2017; Internal audit for PT. Agro Indomas – East Kalimantan (non-certified company) carried out on 17-19th May 2017; The findings related to operational matter. However, internal audit team made specific note related to progress on complaint resolution: land conflict, HCV assessment and new planting.</p> <p>Goodhope has made a summary of their progress to resolve the issue in their website. Based on the document review upon Goodhope’s Journey to Sustainability, progress being made inline with RSPO milestone (and guidance).</p>	Yes
Any Legal non- compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	Based on review upon RSPO Complaint Panel, Goodhope waiting decision from administrative high court decision.	Yes

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 Certification Assessment there were six (6) Major & one (1) Minor nonconformities raised. The PT. Agro Indomas (Central Kalimantan) – Sungai Purun POM 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.

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 it effectiveness and closed accordingly.

Non-Conformity		
NCR #	Description	Category (Major / Minor)

<p>1517743-201708-M1</p>	<p>Requirements: RSPO P&C 2013, INA NI September 2016 Criterion 2.1.2 A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>Evidence of Nonconformity: The Minor NC raised into Major NC, due to similar problem found on the same RSPO criterion. During RAV, August 2017, audit team found: Company has prepared the laws and regulations under "Daftar Jenis Peraturan dan Evaluasi Pemenuhan Peraturan Perundangan", on 1st April 2017. Company has evaluated 103 types of laws and regulations. Among the list of laws and regulations, comprise of 11 Peraturan Pemerintah/Government Regulations, 9 Keputusan Menteri/Ministerial Decree, 2 Peraturan Daerah/District Regulations, 4 Keputusan Kepala Bapedal, 34 Peraturan Menteri/Miniterial Regulations. However, company has not fully reviewed and documented all laws and regulations (214 types of laws and regulations) as identified in RSPO P&C 2013, INA NI September 2016 - Appendix 1. For example: Peraturan Daerah No.5 tahun 2015 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Tengah tahun 2015 – 2035.</p> <p>Statement of Nonconformity: This major NC was escalated from previously Minor NC: PT. Agro Indomas (Central Kalimantan) - Sungai Purun POM has not identified and evaluated: - Regulation related to labour, such as "Undang-undang No.13 tahun 2003"; - Regulation related to minimum wage, social insurance and Badan Penyelenggara Jaminan Sosial (BPJS), industrial relationship, trade union, etc.; - Ratified ILO Convention No.105 concerning the abolition of forced labour based on "Undang-undang No.19 tahun 1999 tentang Penghapusan Kerja Paksa"; - Ratified ILO Convention No.138 concerning Minimum Age based on "Undang-undang No.20 tahun 1999 tentang Usia Minimum untuk Pekerja"; - Ratified ILO Convention No.100 concerning equal remuneration, based on "Undang-undang No.80 tahun 1957 tentang Pengupahan bagi laki-laki dan wanita untuk pekerjaan yang sama nilainya", - Ratified ILO Convention No.98 concerning right to organize and collective bargaining, based on "Undang-undang No.18 tahun 1956 tentang berlakunya dasar-dasar dari hak untuk berorganisasi dan untuk berunding bersama"; - Regulations related to legal ownership of the land and spatial planning, such as "Undang-Undang Agraria No.5 tahun 1960", "Peraturan Menteri Pertanian No.98 tahun 2013 tentang Pedoman Perizinan Usaha Perkebunan", "Peraturan Pemerintah No.40 tahun 1996 tentang Hak Guna Usaha", "Peraturan Menteri Negara Agraria No.5 tahun 2015 tentang Izin Lokasi", etc. - Regulations related to social aspects such as "Undang-undang No.30 tahun 2007 tentang Perseroan Terbatas", etc.</p> <p>During RAV, August 2017, audit team found: Company has prepared the laws and regulations under "Daftar Jenis Peraturan dan Evaluasi Pemenuhan Peraturan Perundangan", on 2017. Company has evaluated 103 types of laws and regulations. However, company has not fully reviewed and documented all laws and regulations as identified in RSPO P&C 2013, INA NI September 2016 - Appendix 1. For example: Peraturan Daerah No.5 tahun 2015 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Tengah tahun 2015 – 2035.</p>	<p>Major</p>
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	<p>Corrections: Company has reviewed all applicable regulation at least covering the list on the RSPO P&C 2013, INA NI September 2016. PT. Agro Indomas has conducted a legal review against all relevant laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016. A total of two hundred fourteen (214) laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016 have been reviewed on 4-6th September 2017. The result from review upon documented as in "PT. Agro Indomas Central Kalimantan Daftar Peraturan dan Perundangan (Law Register) EHS, Legal, CSR, Agronomy" No.AICK-FRM-EHS-01 rev.02 dated 11th September 2017. In the document, company has identified the name of regulation, relevant key requirements, company's relevant aspect/activity, relevant department/person in charge, evidence of compliance and level of compliance. PT. Agro Indomas has reviewed and evaluated the applicability of "Peraturan Daerah Provinsi Kalimantan Tengah No.5 tahun 2015 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Tengah tahun 2015 – 2035".</p> <p>Root Cause Analysis: Persons in charge just focused to evaluate regulation only related to labor, health, safety and environmental and only a few of them related to others. Need to extend the scope of review covering all other applicable regulatios at least listed on the RSPO P&C 2013, INA NI September 2016.</p> <p>Corrective Actions:</p> <ol style="list-style-type: none"> 1. Identify and find out all applicable regulations. PT. Agro Indomas has identify all applicable/relevant laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016. A total of two hundred fourteen (214) laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016 have been listed and reviewed on 4-6th September 2017. 2. Evaluate and review all applicable regulation based on standard format (refer to SOPs IMS.P-02 - EHS Legal and other requirements) to obtain approval from General Manager. "PT. Agro Indomas Central Kalimantan Daftar Peraturan dan Perundangan (Law Register) EHS, Legal, CSR, Agronomy" No.AICK-FRM-EHS-01 rev.02 dated 11th September 2017. In the document, company has identified the name of regulation, relevant key requirements, company's relevant aspect/activity, relevant department/person in charge, evidence of compliance and level of compliance. Company has updated the list of laws and regulation, with the latest version. For example: "Peraturan Menteri Tenaga Kerja No.9 tahun 2016 tentang Pekerjaan pada Ketinggian" – work at height; "Pekerjaan Menteri Tenaga Kerja No.37 tahun 2016 tentang Bejana Tekan" – pressure vessel. Company has evaluated the obsolete laws and regulations in the list and replace/updated with latest version of regulation. For example: "Peraturan Menteri Pekerjaan Umum dan Perumahan Rakyat No.28 tahun 2015 tentang Penetapan Garis Sempadan Sungai dan Garis Sempadan Danau" which replacing the obsolete regulation "Peraturan Menteri Pekerjaan Umum No.63 tahun 1993 tentang Garis Sempadan Sungai, Daerah Manfaat Sungai, Daerah Penguasaan Sungai dan Bekas Sungai". In addition, added up local level regulations, such as "Peraturan Daerah Provinsi Kalimantan Tengah No.1 tahun 2016 tentang Retribusi Jasa Usaha" – with regards to retribution payment. <p>Assessment Conclusion: Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the</p>	
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	company, i.e. updated list of relevant laws and regulations; furthermore audit team review the monitoring of new/latest/updated laws and regulations as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 th October 2017.	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1517743- 201708-M2	<p>Requirements: RSPO P&C 2013, INA NI September 2016 Criterion 4.7.3 A documented risk assessment shall be available and its implementation shall be recorded.</p> <p>Evidence of Nonconformity: Company has prepared a HIRADC, last review dated 12th April 2017. However, company was not consistently implemented the requirements under the risk assessment. Based on field visit, audit team found discrepancies: - In Sungai Purun POM, grading area, HIRADC requires safety shoes and glove - audit team found the grading worker using rubber boot and not using glove; - Sungai Purun Estate block C10-11, HIRADC requires rubber boot, PPE matrix identifies the rubber boot type to be high (above ankle) - audit team found the harvester was not using (hi) rubber boot; - Sungai Purun POM, welding activity requires apron, face shield, glove - audit team found worker performs welding without appropriate PPE, no apron, no face shield, no glove. Furthermore, it was noted that the PPE kept in a locked storage (key with safety officer, on leave); - Unsafe condition found Sungai Purun POM, Sterilizer station, that inlet pipe No.3 was leaking, location near panel.</p> <p>Statement of Nonconformity: Company not able to demonstrate consistent implementation of risk control and PPE, as identified in the HIRADC.</p> <p>Corrections: Company provided and distribute all required PPE to the wokers (refer to PPE budget). Sungai Purun Estate provides gum boot (high ankle) to 20 harvesters under mandor Haryono and 19 harvesters under mandor Teguh, in Division II, dated 9th October 2017. Sample taken: Mr. Silvester, Ngadi, Warsono, Asikin. Sungai Rungau Estate provides gum boot (high ankle) to 17 harvesters under mandor Sucahyo, dated 21st August 2017. Sample taken: Mr. Waris, Suradi, Rahmanto. Sungai Rungau Estate provides gum boot (high ankle) to 19 harvesters under mandor Saman bin Sadat, dated 21st August 2017. Sample taken: Mr.Sarji, Ariono, Jumadi. Sungai Rungau Estate provides aluminum pole to 4 harvesters and sickle to 2 harvesters on 18th September 2017. Sungai Purun POM has coordinates with QC department to provide safety shoes (boot with steel toe) for 4 workers under grading/QC area: Mr. Heru Yuki, Nanang, Saliman – dated 25th September 2017. Provision of hand glove to QC workers based on Manual Work Order No.014922 dated 17th October 2017 whereby QC workers (Manik) requested fabric glove 4 pairs – executed on same date. Manual Work Order No.014923 dated 10th October 2017 whereby QC workers (Nanang) requested fabric glove 4 pairs – executed on same date. Based on interview with workers in Sungai Purun Estate, Sungai Rungau Estate</p>	Major

	<p>and Sungai Purun Palm Oil Mill, appropriate PPE has been provided. Harvesters have been supplied with high rubber boot – as indicated in the HIRADC. Quality Control workers in Sungai Purun Palm Oil Mill has been supplied with safety boot (with steel toe) and fabric hand gloves. Repair steam leaking on the inlet number #3 at Sterilizer station; Repair of broken inlet sterilizer No.1 elbow and No.3 – has been repaired on 1st October 2017 by mechanic. Welding performed by mechanic, Mr. Wahyu Susanto. Audit team made visit to Sungai Purun Palm Oil Mill to inspect the condition of leaking steam pipe. The steam pipe No.3 has been welded and the leaking stops.</p> <p>Root Cause Analysis: Lack of control from the worker's superior in term of HIRADC implementation.</p> <p>Corrective Actions: Conduct HIRADC socialization training to harvesters, welders & grading workers. Sungai Rungau Estate made training related to the type and usage of PPE for harvesting activity based on HIRADC on 25th September 2017 to 18 harvesters and 2 supervisors in block B22. Sungai Rungau Estate made training related to the type and usage of PPE for harvesting activity based on HIRADC on 25th September 2017 to 20 harvesters and 2 supervisors in block B22. Sungai Rungau Estate made training to the type and usage of PPE for harvesting activity based on HIRADC on 23rd September 2017 to 19 harvesters and 2 supervisors in block A24. Sungai Rungau Estate made training to the type and usage of PPE for harvesting activity based on HIRADC on 22nd September 2017 to 19 harvesters and 2 supervisors in block C27. Sungai Rungau Estate made training to the type and usage of PPE for harvesting activity based on HIRADC on 21st September 2017 to 13 harvesters and 1 supervisor in block B36. Sungai Rungau Estate made training related to PPE for fertilizer spreading workers based on HIRADC on 22nd September 2017 to 12 fertilizer applicators and 1 supervisor during morning muster. Sungai Purun Estate made training to the type and usage of PPE for harvesting activity based on HIRADC on 22nd September 2017 to 18 harvesters and 1 supervisor during morning musters. Sungai Purun Estate made training to the type and usage of PPE for harvesting activity based on HIRADC on 22nd September 2017 to 14 sprayers and 1 supervisor during morning muster. Sungai Purun Estate made training related to PPE for fertilizer spreading activity based on HIRADC on 22nd September 2017 to 28 fertilizer spreaders and 2 supervisors during morning muster. Sungai Purun POM made socialization/training related to PPE for mill processing activities and mill maintenance activities to 19 mill workers in 23rd September 2017. There was workers from processing: Saipul, Rusmin, Ervin H., Suhendri, M. Arif H., Tohirin, Ian Wenri, Winarno; Maintenance: Husni, Rudi, Muis Waharanti, Riduan, Rudy S, Kusman, Nanang R.R, Ridwan, Wawansyah, Rudi S.; Electrical: Yan Ada.</p> <p>Conduct routine monitoring by superior and EHS supervisor; Monitoring the use of PPE and the condition of PPE was carried out by line manager and EHS Department on monthly basis. Sample seen: "Monthly EHS Inspection checklist" for Sungai Purun Estate from herbicide application, fertilizer application, harvesting, FFB loading/transportation; inspection carried out on 13th September 2017. "Monthly EHS Inspection checklist" for Sungai Rungau Estate from herbicide application, fertilizer application, harvesting, FFB loading/transportation; inspection carried out on 20th September 2017. The inspection checklist covers workers basic knowledge, worker's health condition,</p>	
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	<p>working tools condition, appropriate PPE use and PPE condition – based on the risk of their activities. The PPE for welding has been monitored currently – through supply of welding PPE for each welder. The PPE stored in a locker, whereby the key to the locker kept by the welder themselves.</p> <p>Announce all mill maintenance crews to repair broken machineries immediately if it cause unsafe condition for people and/or for other equipment. Sungai Purun POM actioned/followed up request for repair and/or unsafe condition: Laporan Kerusakan/laporan Permintaan Perbaikan dated 4th September 2017 recorded “pipa steam inlet crude oil tank line 2 bocor parah bagian samping flange” – followed up on subsequent day, as recorded under “Daily Logsheet Karyawan Sungai Purun Mill” dated 5th September 2017 whereby worker Kusman and Rudi S. Made repair “welding pipa liquid bawah pipa press dan ganti shaft pompa crude oil pump No.1”.</p> <p>Audit team made visit to Sungai Purun Palm Oil Mill to inspect follow up upon any broken machinery and/or unsafe condition. During the visit, the mill was conduct repair on broken sterilizer’s cantilever. The mechanic/welder using welding mask, apron, hand protector, leather glove, and safety shoes when performing welding activity.</p> <p>Assessment Conclusion: Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the company, i.e. minutes of training on PPE as per risk assessment/HIRADC for the workers; provision of PPE by company in accordance to HIRADC, and the documentation of PPE use by workers; furthermore audit team review the monitoring of PPE use and immediate action upon unsafe condition as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25th October 2017.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1517743-201708-M3	<p>Requirements: RSPO P&C 2013, INA NI September 2016 Criterion 5.3.2 There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>Evidence of Nonconformity: Company has prepared an SOP for waste management as in "Pengelolaan Limbah No.SOP-WM-01, rev.4" dated 21st April 2012. Whereby the procedure regulates hazardous waste management. All hazardous waste from estate and mill operation to be collected in temporary hazardous waste storage. Based on field visit, audit team found inappropriate use of hazardous waste in Sungai Rungau Estate housing compound: - The use of ex-herbicide empty container as waste bin in front of housing; - The utilization of paint and grease bucket (1 gallon) as clean water container;</p> <p>Statement of Nonconformity: Company was not consistent implementing policy to treat all chemical empty containers to be disposed of responsibly.</p>	Major

	<p>Corrections: Withdraw all ex chemical container from the emplacement and collected at emporary storage to be disposed at licensed company. Company demonstrated "Berita Acara Penarikan Limbah B3" – minutes for withdrawal of hazardous waste from Sungai Rungau's worker housing dated 23rd August 2017. Saprudin Wardi, Supervisor housing Sungai Rungau Estate withdrew 78 chemical jerry cans; previously used as waste bin.</p> <p>Root Cause Analysis: Lack of control from superior in term of the SOPs - Hazardous waste management.</p> <p>Corrective Actions:</p> <p>1. Conduct socialization training to the workers related to the dangerous of hazardous wastes; Sungai Rungau Estate made socialization related to dangerous of hazardous waste on 16 sprayers, 6 fertilizer applicators, 7 manual upkeep workers and 2 supervisors on 18th October 2017. Sungai Purun Estate made socialization related to dangerous of hazardous waste on 12 fertilizer applicators dated 12th October 2017 during morning muster. Sungai Purun Estate made socialization related to dangerous of hazardous waste on 20 harvesters dated 11th October 2017 during morning muster. Sungai Purun Estate made socialization related to dangerous of hazardous waste on 13 sprayers dated 13th October 2017 during morning muster. Sample taken: Mrs. Warsini, Tuminah, Suryati, Jami, Suminah B. Sungai Purun POM made socialization/training related to hazardous waste management for 19 mill workers in 23rd September 2017. There was workers from processing: Saipul, Rusmin, Ervin H., Suhendri, M. Arif H., Tohirin, Ian Wenri, Winarno; Maintenance: Husni, Rudi, Muis Waharanti, Riduan, Rudy S, Kusman, Nanang R.R, Ridwan, Wawansyah, Rudi S.; Electrical: Yan Ada. Sungai Purun POM made socialization/training related to hazardous waste management for 7 housewives in mill worker housing dated 4th October 2017. The sampled name: Mrs. Supriyati, Yeni Karunia, Suwarni, Rumiyahti, Faridah, Fitri Rahmawati, Syariah.</p> <p>2. Dispose all hazardous wastes including ex chemical container to licensed company: "Surat Pengantar Pengiriman Limbah B3 ke TPS B3 dari SRE ke TPS B3" dated 31st August 2017, whereby delivery for 18 jerry cans ex chemical capacity 20 liters; 85 sheets ex. fertilizer bag; 78 ex chemical bottles capacity 1 liter;</p> <p>3. Conduct routine monitoring from each superior in regard of the SOPs - Hazardous wastes; Monitoring the disposal and/or use of hazardous waste in the worker housing was carried out by EHS Department on monthly basis. Sample seen: "Monthly EHS Inspection checklist" for Sungai Rungau Estate-Sungai Purun Estate housing from presence of hazardous waste in the worker housing compound; inspection carried out on 19th September 2017. Audit team made visit to Sungai Rungau Estate-Sungai Purun Estate housing compound and found no hazardous waste stored and/or used as waste bin or water container. Company has replaced the waste bin with clean gunny bag.</p> <p>Assessment Conclusion: Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the</p>	
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	company, i.e. minutes of hazardous waste withdrawal; disposal of the hazardous waste to temporary hazardous waste store; socialization on danger of hazardous waste in housing compound for the workers. Furthermore audit team review the monitoring of hazardous waste trips in the housing compound as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 th October 2017.	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1517743-201708-M4	<p>Requirements: RSPO P&C 2013, INA NI September 2016 Criterion 6.13.1 A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.</p>	Major
	<p>Evidence of Nonconformity: PT. Agro Indomas Central Kalimantan has a document policy to respect human rights under "Kebijakan Sosial"; the policy has been communicated to workers. "Kebijakan Sosial" demonstrates company effort to prohibit any form of discrimination, respect rights to form association, to prevent sexual harrasment, prohibit the use of child labor and forced labor, improve welfare and life quality, ensure all compensation negotiation is documented. However, the policy "Kebijakan Sosial" has not been cross-referenced with Undang-undang No.39 tahun 1999, therefore the human rights such as "Hak Mengembangkan Diri, Hak Memperoleh Keadilan, Hak atas Kebebasan Pribadi", etc. has not been referred into policy.</p>	
	<p>Statement of Nonconformity: PT. Agro Indomas Central Kalimantan has a document policy to respect human rights under "Kebijakan Sosial"; the policy has been communicated to workers. However, based on document review, the policy "Kebijakan Sosial" has not been cross-referenced with Undang-undang No.39 tahun 1999 - as required by the RSPO P&C, INA NI September 2016.</p>	
	<p>Corrections: Company has reviewed the social policy against "Undang - undang No.39 tahun 1999 tentang Hak Azasi Manusia" about human right.</p>	
	<p>Root Cause Analysis: Current document policy to Respect Human Right as stated on "Social Policy" was too general and need to specify to comply with "Undang - undang No. 39 tahun 1999".</p>	
	<p>Corrective Actions: 1. Revise current social policy to accommodate the policy in regard to Respect Human Right based on "Undang - undang no. 39 tahun 1999". Management has reviewed the social policy, in order to reflect the national laws and regulations related to human rights as per "Undang-undang No.39 tahun 1999 tentang Hak Azasi Manusia". The policy has been reviewed and approved by Sustainability Director dated 7th September 2017. 2. Conduct socialization training for revised social policy to all the employees. Sungai Rungau Estate has Kebijakan Sosial dated 7th September 2017. It has been communicated to workers: Sosialisasi Kebijakan Sosial dated 18th October 2017 for 16 harvesters during morning muster; Sample taken: Waris, Suradi, Rahmanto. Sosialisasi Kebijakan Sosial dated 4th October 2017 for 11 fertilizer</p>	

	<p>applicators during morning muster; Sample taken: Mrs. Tukiyeem, Zubaidah, Dahrini, Tumari, Siti Marfuah, Suliyem, Tukini. Sosialisasi Kebijakan Sosial dated 19th October 2017 for 11 sprayers during morning muster; Sample taken: Mrs. Daryah, Kiki, Diah Ari Santi, Binah, Sumar, Paryati, Filiyanti, Ira Sukirman, Mr. Abdul Aziz. Sungai Purun Estate has Kebijakan Sosial dated 7th September 2017. It has been communicated to workers: Sosialisasi Kebijakan Sosial dated 14th October 2017 for 15 manual upkeep workers and 15 harvesters during morning muster; Sample taken: Mr. Ngadi, Warsono. Sosialisasi Kebijakan Sosial dan HAM dated 14th October 2017 for 16 fertilizer applicators and 15 harvesters during morning muster; Sample taken: Mrs. Muryati, Sariyah, Suyatmi, Siti Marqiyah, Rusmiyanti. Sosialisasi Kebijakan Sosial dan HAM dated 14th October 2017 for 15 sprayers and 17 harvesters during morning muster; Sample taken: Mrs. Tuminah, Nurhayati, Sumarsih, Misyanti, Warsini, Suminah B, Sulatmi, Wardi, Milu, Saryati, Jami. Sungai Purun POM has the copy of new "Kebijakan Sosial", dated 7th September 2017 - containing all social aspects, including upholding the human rights. Company has made socialization/training related to social policy/human rights policy for 19 mill workers in 23rd September 2017. There was workers from processing: Mr. Saipul, Rusmin, Ervin H., Suhendri, M. Arif H., Tohirin, Ian Wenri, Winarno; Maintenance: Mr. Husni, Rudi, Muis Waharanti, Riduan, Rudy S, Kusman, Nanang R.R, Ridwan, Wawansyah, Rudi S.; Electrical: Yan Ada. Based on interview in Sungai Purun Estate with harvesters (block C10 – C11), fertilizer applicators and spraying gang (block B13-B14); in Sungai Rungau Estate with harvesters (block D21), fertilizer applicators (block C20) and spraying gang (block D26-D27) workers has been explained and could understand the requirements under new social policy – the rights for personal development, right for justice and right for personal freedom. Audit team has reviewed and accepted the corrective action plan prepared by company.</p> <p>Assessment Conclusion: Audit team has reviewed and accepted the evidence provided by the company, i.e. the latest social policy, "Kebijakan Sosial – Hak Asasi Manusia"; minutes of socialization of social policy; interview with workers related to their understanding of human rights. Furthermore audit team review the monitoring of worker understanding, based on company's inspection as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25th October 2017.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1517743-201708-M5	<p>Requirements: RSPO Rules on Market Communications & Claims 2015, 4. General corporate communications 4.5 Members are not allowed to use the RSPO logo as shown below. This is for the sole use of the RSPO secretariat.</p> <p>Evidence of Nonconformity: Based on field visit, audit team found the unauthorized use of RSPO logo on signboards in Sungai Purun Estate and Sungai Rungau Estate, posters in Sungai Purun POM.</p>	

	<p>Statement of Nonconformity: PT. Agro Indomas Central Kalimantan - Sungai Purun POM was found to use RSPO logo in company premises, while members are not allowed to use the RSPO logo.</p> <p>Corrections: Company has withdrawn all signboards and posters containing RSPO corporate logo; as recorded in "Berita Acara Penarikan Logo RSPO", dated 4th September 2017. Company has withdrew posters: in Sungai Rungau Estate 1 poster, in Sungai Purun Estate 1 poster, in Sungai Purun Mill 1 poster, as an addition in General Manager Office 3 posters, in training center 1 poster and in Agronomy 1 poster – total 11 posters have been removed. Signboards: Sungai Purun Estate (portal 75) 1 unit, Sungai Purun/Rungau Office 1 unit, Sungai Purun/Rungau housing 1 unit, Sungai Rungau Estate 1 unit, Sungai Purun POM 1 unit – in addition in General Manager Office 1 unit signboard, in Terawan Estate Office 1 unit signboard, in Terawan Estate housing 1 unit signboard, in Teluk Ulin/Lampasa Estate Office 1 unit signboard, in Teluk Ulin/Lampasa Estate housing 1 unit signboard, in Teluk Ulin Estate (block M27 and L25) 1 unit signboard – total 13 unit signboards have been revised, whereby management remove the RSPO secretariat logo. Based on field visit to Sungai Purun Estate, Sungai Rungau Estate and Sungai Purun Palm Oil Mill, there was no more posters and/or signboard with RSPO corporate logo on.</p> <p>Root Cause Analysis: The management of PT. Agro Indomas didn't aware if they don't allow to use RSPO logos at company premise.</p> <p>Corrective Actions: 1. Inform all staffs under "Goodhope group" for not using RSPO logo for any use including signboards, posters, T-shirt etc. RSPO Manager has informed all managers and staff related to prohibition on the use of RSPO secretariat logo in all company premises, dated 13th September 2017. Email correspondence/memo sighted.</p> <p>2. Verify/double check to each location to make sure that the area already clear from RSPO logo. Sungai Purun POM made socialization/training to prohibit the use of RSPO secretariat logo for 19 mill workers in 23rd September 2017. There was workers from processing: Mr. Saipul, Rusmin, Ervin H., Suhendri, M. Arif H., Tohirin, Ian Wenri, Winarno; Maintenance: Mr. Husni, Rudi, Muis Waharanti, Riduan, Rudy S, Kusman, Nanang R.R, Ridwan, Wawansyah, Rudi S.; Electrical: Yan Ada. Sungai Rungau Estate made socialization "Sosialisasi Pelarangan Penggunaan Logo RSPO" dated 4th October 2017: for 11 fertilizer spreaders, 16 sprayers. Sample taken: Mrs.Tukiyem, Zubaidah, Dahrini, Tumari, Siti Marfuah, Suliyem, Tukini. Sungai Purun Estate made socialization "Sosialisasi Pelarangan Penggunaan Logo RSPO" dated 14th October 2017: for 16 fertilizer spreaders and 15 harvesters. Sample taken: Mrs. Muryati, Sariyah, Siti Marwiyah, Suryati, Rusmiyanti. Sungai Purun Estate made socialization "Sosialisasi Pelarangan Penggunaan Logo RSPO"dated 14th October 2017: for 15 sprayers and 17 harvesters. Sample taken: Mrs. Warsini, Suminah B, Suryati, Jami.</p> <p>Assessment Conclusion: Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the</p>	
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	company, i.e. the withdrawal of posters and signboards with RSPO corporate logo; internal memo on prohibition to use RSPO corporate logo on any media; socialization on the use of RSPO corporate logo. Furthermore audit team review the inspection as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 th October 2017.	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1517743- 201708-M6	Requirements: RSPO Supply Chain Certification Standard Module E - CPO Mills: Mass Balance E.4.2 The site shall inform the CB immediately if there is a projected overproduction.	Major
	Evidence of Nonconformity: Based on information provided during the audit course, it was found the actual production for 2016/2017 in Sungai Purun POM was above the forecast: Forecast 182,213 MT FFB vs 192,621 MT FFB (as of July 2017). The projected overproduction was already identified by the end of July 2017.	
	Statement of Nonconformity: PT. Agro Indomas Central Kalimantan - Sungai Purun POM did not inform Certification Body on projected overproduction.	
	Corrections: Send the report of projected overproduction to CB (BSI) as soon as possible. Report of projected overproduction was done in 30 th August 2017 by RSPO Manager and Finance Manager. The report has explained the projected overproduction was occurred in August 2017.	
	Root Cause Analysis: Management of PT. Agro Indomas has assumed that the report of projected overproduction could be reported in August 2017.	
	Corrective Actions: 1. Revise SOP of trace ability, so that field Finance manager to provide quarterly production report and share to RSPO/EHS manager, GM and Sustainability Director; PT. Agro Indomas has revised the procedure for traceability of RSPO certified products: SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27 th September 2017. Under the revised SOP, it was stated that 1. Finance Manager of PT. Agro Indomas is responsible and authorized to implement the flow of products traceability information as documented in this SOP; 2. Finance manager to ensure all certified FFB delivered, from RSPO certified estates or plantation to be identified by JDE system in the weghbridge; 3. The Finance Manager will report quarterly the total actual volumes of certified CPO and PK Production from certified mill to the traders (based in Kuala Lumpur); 4. Trader will report quarterly to the finance manager the volume of monthly sales of RSPO credits (certificates of RSPO); 5. After 4 months production period, if there is a projected overproduction of certified CPO and PK compared to the current year budget, Finance Manager shall immediately report formally to the RSPO Manager, who will then report the projected overproduction to the Certification Body. 2. In case of projected overproduction, RSPO manager will soon report to CB.	

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	<p>Based on interview with Finance Manager, the company has prepared a tool to record, verify and predicted FFB, CPO and PK production. PT. Agro Indomas has also demonstrated the latest three-monthly mass balance report, recording the projected production and actual production of certified FFB, CPO and PK. Audit team has reviewed and accepted the corrective action plan prepared by company.</p>	
	<p>Assessment Conclusion: Audit team has reviewed and accepted the evidence provided by the company, i.e. the report of projected overproduction on 30th August 2017 (immediately); revised SOP Traceability with regards to reporting projected overproduction as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25th October 2017.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
<p>1517743-201708-N1</p>	<p>Requirements: RSPO P&C 2013, INA NI September 2016 Criterion 2.1.4 A system for tracking any changes in the law shall be available and implemented.</p> <p>Evidence of Nonconformity: Company has evaluated 60 laws and regulations inside document "Evaluation of Legal and Other Requirements Compliance tahun 2017". The evaluation explains company effort to comply with each chapter and verse in the regulations; relevant to mill and plantation operations. However the evaluation was not up-to-date. For example: "Peraturan Menteri Lingkungan Hidup No.18 tahun 2009" telah digantikan dengan "Peraturan Pemerintah No.101 tahun 2014". However this updated law and regulation was not tracked in the format "Evaluation of Legal and Other Requirements Compliance".</p> <p>Statement of Nonconformity: Laws and regulation evaluation has not been effective in identify new laws and regulations, which was replaced with new laws and regulations.</p> <p>Corrections: EHS Department has inform HR department and Legal department to state clearly on the review document that certain regulations to be amended. PT. Agro Indomas refers to relevant laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016. A total of two hundred fourteen (214) laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016 have been identified and reviewed on 4-6th September 2017. The result from review upon documented as in "PT. Agro Indomas Central Kalimantan Daftar Peraturan dan Perundangan (Law Register) EHS, Legal, CSR, Agronomy" No.AICK-FRM-EHS-01 rev.02 dated 11th September 2017. In the document, company has identified the name of regulation, relevant key requirements, company's relevant aspect/activity, relevant department/person in charge, evidence of compliance and level of compliance.</p> <p>Root Cause Analysis: On management review meeting conducted by management PT. Agro Indomas on March 2015. It was clearly stated that "Peraturan Menteri Lingkungan Hidup No.18 tahun 2009" has been amended/replaced with "Peraturan Pemerintah No.101 tahun 2014". However, management PT. Agro Indomas didn't state clearly on the legal evaluation report.</p> <p>Corrective Actions:</p>	<p>Minor</p>

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	<p>PT. Agro Indomas has identify all applicable/relevant laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016. A total of two hundred fourteen (214) laws and regulations as listed in the appendix of RSPO P&C 2013, INA NI September 2016 have been listed and reviewed on 4-6th September 2017.</p> <p>PT. Agro Indomas to evaluate and review all applicable regulation based on standard format (refer to SOPs IMS.P-02 - EHS Legal and other requirements) and to obtain approval from General Manager.</p> <p>"PT. Agro Indomas Central Kalimantan Daftar Peraturan dan Perundangan (Law Register) EHS, Legal, CSR, Agronomy" No.AICK-FRM-EHS-01 rev.02 dated 11th September 2017. In the document, company has identified the name of regulation, relevant key requirements, company's relevant aspect/activity, relevant department/person in charge, evidence of compliance and level of compliance. Company has updated the list of laws and regulation, with the latest version. For example: "Peraturan Menteri Tenaga Kerja No.9 tahun 2016 tentang Pekerjaan pada Ketinggian" – work at height; "Pekerjaan Menteri Tenaga Kerja No.37 tahun 2016 tentang Bejana Tekan" – pressure vessel.</p> <p>Company has evaluated the obsolete laws and regulations in the list and replace/updated with latest version of regulation. For example: "Peraturan Menteri Pekerjaan Umum dan Perumahan Rakyat No.28 tahun 2015 tentang Penetapan Garis Sempadan Sungai dan Garis Sempadan Danau" which replacing the obsolete regulation "Peraturan Menteri Pekerjaan Umum No.63 tahun 1993 tentang Garis Sempadan Sungai, Daerah Manfaat Sungai, Daerah Penguasaan Sungai dan Bekas Sungai".</p> <p>In addition, added up local level regulations, such as "Peraturan Daerah Provinsi Kalimantan Tengah No.1 tahun 2016 tentang Retribusi Jasa Usaha" – with regards to retribution payment.</p> <p>Assessment Conclusion:</p> <p>Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the company, i.e. updated list of relevant laws and regulations; furthermore audit team review the monitoring of new/latest/updated laws and regulations as part of corrective action. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Minor closed on 25th October 2017.</p>	
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Opportunity for Improvement/OFI	
OFI #	Description
Nil	

Positive Findings	
PF #	Description
1	Company provide attention on worker wellbeing. It was noted that all worker housing complex received gradual renovation; better provision of safety equipment and PPE, provision of working tools for all workers, lower employee turnover (less employee resigned), appointment of permanent worker (from previously temporary worker).

Issues raised by Stakeholders	
<p>Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT. Agro Indomas Central Kalimantan - Sungai Purun Certification Unit’s environmental and social performance, legal and any known dispute issues.</p> <p>Meetings were conducted 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 later was verified with the management team. These have been incorporated into the assessment findings.</p> <p>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.</p>	
IS #	Description
1	<p>Badan Lingkungan Hidup Kabupaten Seruyan Issues</p> <ul style="list-style-type: none"> - Communication between “Badan Lingkungan Kabupaten Seruyan” and company was going well; - Company has all environmental permits, including environmental permit, temporary hazardous waste storage permits, POME Land Application permits; - Company has sent all environmental management and monitoring report every 6 months, hazardous waste management and POME Land Application report every 3 months. Company also carried out regular monitoring for air quality (emission and ambient), based on evaluation – no parameter violates the government regulations; - There was an old complaint from community related to presence of water hyacinth in Sembuluh Lake, but company has responded by sending heavy machinery to clean up the lake. <p>Management Responses</p> <ul style="list-style-type: none"> - Company appreciated information and comment from “Badan Lingkungan Kabupaten Seruyan”, and confirmed company commitment to be in compliance against all environmental regulation. - Related to presence of water hyacinth in Sembuluh Lake, company had coordinating with village authorities, district authorities and other plantation company in the area – together the team has clean up the Sembuluh Lake. <p>Audit Team Findings</p> <p>Comments from “Badan Lingkungan Hidup Kabupaten Seruyan” has been verified and confirmed. All reports have been prepared and reported, receipt of delivery sighted. Compliance against RSPO P&C for environmental management confirmed. Audit team made no further comment.</p>
IS #	Description
2	<p>Dinas Tenaga Kerja Kabupaten Seruyan Issues</p> <ul style="list-style-type: none"> - Company has send all report related to manpower on regular basis to “Dinas Tenaga Kerja Kabupaten Seruyan”; - Company has establish company regulation, on June 2016 and valid up to 2018; - Aompany has comply with regulation on minimum wage – and implemented the minimum wage to the worker; - Company has register all worker with BPJS – social insurance, including occupational accident insurance, death insurance, health insurance and pension; - Company has appoint temporary worker into permanent worker;

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	<ul style="list-style-type: none"> - Company has appoint and establish safety committee – “Panitia Pembina Kesehatan dan Keselamatan Kerja”. The committee has send all report related to health and safety performance on regular basis; - Company has provide training and competence upgrade for heavy machinery operators, steam vessel operators, electric operator and welders; <p>Management Responses PT. Agro Indomas acknowledged the positive comments from “Dinas Tenaga Kerja Kabupaten Seruyan” and committed to improve the performance.</p> <p>Audit Team Findings Comments from “Dinas Tenaga Kerja Kabupaten Seruyan” have been verified and confirmed. All reports have been prepared and reported, receipt of delivery sighted. Compliance against RSPO P&C for social-worker welfare confirmed.</p>
IS #	Description
3	<p>Kantor Pertanahan Kabupaten Seruyan Issues</p> <ul style="list-style-type: none"> - PT. Agro Indomas has obtained the legal ownership of the land in form of Hak Guna Usaha/HGU. A portion of the land was under “pengukuran kadastral” – portion survey; - Sungai Purun POM was located inside the HGU; while Terawan POM was registered under “Hak Guna Bangunan” – building permit; - “Kantor Pertanahan Kabupaten Seruyan” has not received logged complaint related to land dispute over company’s land; - “Kantor Pertanahan Kabupaten Seruyan” request PT. Agro Indomas to report the utilization of land under HGU, as required under HGU letter. <p>Management Responses</p> <ul style="list-style-type: none"> - PT. Agro Indomas acknowledged the positive comments from “Kantor Pertanahan Kabupaten Seruyan” and committed to improve the performance. - PT. Agro Indomas has reviewed the requirements under “Surat Keputusan Hak Guna Usaha/HGU No. 12/HGU/BPN/98” dated 6th April 1998 and “Surat Keputusan No.24/HGU/BPN/2000” dated 12th June 2000; and found no obligation to conduct periodic reporting to “Kantor Pertanahan Kabupaten Seruyan”. However, company committed to be cooperative, and planned to report the land use to “Kantor Pertanahan Kabupaten Seruyan”. <p>Audit Team Findings Comments from “Kantor Pertanahan Kabupaten Seruyan” have been verified and confirmed. Compliance against RSPO P&C related to legal ownership of the land confirmed. Audit team will review the implementation of company plan for report submission on HGU utilization during subsequent assessment.</p>
IS #	Description
4	<p>Anang Syahwani (local FFB contractor and one of landowners compensated) Issues</p> <p>Development of local business:</p> <ul style="list-style-type: none"> - He has been in cooperation with PT. Agro Indomas since long time ago, started during plantation development for building material procurement project and worker housing’s construction project. Currently as FFB supplier/contractor for company; - FFB purchase price, from palm oil mills to FFB contractor based on FFB price released by “Dinas Perkebunan Provinsi Kalimantan Tengah” on monthly basis. - Company has explained the requirements for FFB contractors, such as harvesting quality, FFB transportation, health and safety, including avoid supply from illegal sources; - He feels the FFB grading was very strict and payment term of 1 month is to be considered. However Mr. Anang admitted the payment was never late; - Company provided administration training for FFB contractors; - Company provided training related to health and safety, use of PPE, prohibit use of child worker,etc.; - Company has disseminated information related to conservation protection, policy on no hunting, no timber cutting in the conservation area; - He noted that there was no human-wildlife conflict in company’s plantation;

	<p>Land compensation</p> <ul style="list-style-type: none"> - During early stage of oil palm plantation development, company has carried out land compensation directly to landowners; - Company never practise coercion to local communities and/or landowners to sell their land. All negotiated; - In the past years, there was no land dispute; - Sometime ago he noted an area was compensated to certain landowner. However, it was not the rightful landowner. To rectify, company made verification and offered for monetary or non-monetary compensation to the rightful landowner. <p>Management Responses</p> <ul style="list-style-type: none"> - PT. Agro Indomas acknowledged the comments from Mr. Anang Syahwani. - Related to the FFB grading and payment upon FFB pruchase, company referred to the agreement between PT. Agro Indomas and Mr. Anang Syahwani. He payment was always made on 2-weekly cut-off, and 1 week for invoice and payment. - PT. Agro Indomas committed to check and verify the righful landowner/rightful party. Company always open for negotiation to make corerct and rightful compensation. <p>Audit Team Findings</p> <p>Comments from Mr. Anang Syahwani have been verified and confirmed. Compliance against RSPO P&C related to legal acquisition of the land and fair business confirmed. Additional data has been gathered.</p>
IS #	Description
5	<p>Pengurus Koperasi Unggul Jaya Sejahtera – Desa Paren Issues</p> <ul style="list-style-type: none"> - The smallholder organization has an agreement and Memorandum of Understanding with PT. Agro Indomas; - The land for scheme smallholder was obtained through compensation from company to the landowners and then provided for scheme smallholder, divided with number of farmer registered in the village; - There is no land conflict noted; - The smallholder organization consist of 150 farmers, half of the plantation is mature and the other half still immature; - The planting target is 150 Ha, up to this moment 110 ha is planted. The first planting year for smallholder is 2013. All of plantation management practices was carried out by PT. Agro Indomas (full managed); - The land ownership will be under cooperative, however currently the certificate has not been issued; - FB purchase price, from palm oil mills to FFB contractor based on FFB price released by "Dinas Perkebunan Provinsi Kalimantan Tengah" on monthly basis; - Company has disseminated the policy such as protection on HCV, no hunting, no poaching, no burning for land preparation, no child worker; <p>Management Responses</p> <ul style="list-style-type: none"> - PT. Agro Indomas acknowledged the comments from "Koperasi Unggul Jaya Sejahtera – Desa Paren "; - The land for scheme smallholder was provided by company, through compensation to landowners. The total land then divided with number of farmer registered in the village/cooperative; - Related to the certificate for cooperative/smallholder land, company acknowledged that the certificate is under process. <p>Audit Team Findings</p> <p>Comments from "Koperasi Unggul Jaya Sejahtera – Desa Paren " have been verified and confirmed. Compliance against RSPO P&C related to legal ownership of the land and smallholder development is confirmed. Audit team will review the progress on smallholder land certificate during subsequent assessment.</p>
IS #	Description
6	Desa Terawan Issues

	<ul style="list-style-type: none"> - No report from villagers related to land dispute with company; - Communication between Terawan village and PT. Agro Indomas is good. However, it could improve through information on job vacancy; - Donation to Terawan village in form of infrastructure development, health/free medication, provision of additional teacher in village’s school; - At early stage of oil palm plantation development, company has carried out land compensation directly to landowners. The compensation was facilitated by specific team consist of village authorities, district authorities, regency authorities and cultural organization; - No use of force/coercion during land compensation process; - Land valuation and negotiation was between company and individual landowners; - Company has build smallholder plantation, 60 Ha in 2008 and 310 Ha in 2014; - Company has disseminated policy related to HCv area, no hunting, no cutting timber in conservation area; <p>Management Responses</p> <ul style="list-style-type: none"> - Company committed to provide job opportunity for all communities. HR will provide job vacancy information to all villages; - PT. Agro Indomas acknowledged the comments from Terawan Village; <p>Audit Team Findings</p> <p>Comments from Terawan village have been verified and confirmed. Compliance against RSPO P&C related to social and local development is confirmed. Audit team will review the progress on announcing the job vacancy to surrounding villages during subsequent assessment.</p>
IS #	Description
8	<p>Serikat Pekerja Sub Terawan POM dan Serikat Pekerja – Purun POM Issues</p> <ul style="list-style-type: none"> - The worker union membership was consist of all level of woker in PT. Agro Indomas; - Each member holds membership card; - PT. Agro Indomas has implemented minimum wage 2017; - Meeting betwen worker union and PT. Agro Indomas , carried out on monthly basis, first Friday on each month; - Company has provided welfare facility in form of housing, electricity, religious house, health facility/clinics, and school. However, transportation for school children is not sufficient, too crowded. - Worker housing being repaired, on ssystematic phases; - Company appointed all temporary worker into permanent worker; - Complaint received from mill workers related to PPE condition, it was late; - Worker union expects a better communication related to benefit payment, whereby overtime adjusted to premi payment – considering company condition has getting better; - No worker under 18 years old being employed. This also being joint monitored by worker union; - Policy on human rights, policy on HCV, policy on force labour, policy on health and safety, policy on protection of reproductive rights, policy on sexual harrasment, policy on environment management – have been disseminated on many occasion. <p>Management Responses</p> <ul style="list-style-type: none"> - Company acknowledged comments from worker unions; - Company has budgeted repair and renovation for worker facilities, and currently renovation is implemented in several phases; - Related to school bus, company will review the provision of school bus. Additional school buses will be provided – as planned, once company condition getting better; - Related to provision of PPE, being followed up with purchasing to expedite the delivery process. Company admitted late in provision due to late from suppliers; - Related to benefit adjustment, company admitted due to company financial condition. However, the comments to be discussed immediately during tripartit meeting with management; <p>Audit Team Findings</p> <p>Audit team issued a nonconformity related to provision of PPE. Upon review on corrective action taken,</p>

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	<p>the nonconformity has been closed out on 25th October 2017. Audit team will review the follow up action on provision of facilities for workers, and benefit adjustment during subsequent assessment.</p>
IS #9	Description
	<p>Komite Gender – gender committee from Sungai Purun Mill, RIM Capital, Terawan Mill, etc. Issues</p> <ul style="list-style-type: none"> - There was no complaint from female workers related to violence and/or sexual harrasment in work; - Gender committee and the members have understand the mechanism for reporting in the case of violence and/or sexual harrasment in work. Understand the anonymity and whistle-blower policy during reporting; - All female workers has been registered in social insurance BPJS Kesehatan and BPJS Ketenagakerjaan; - Pregnancy test for female workers in area/station with high risk such as spraying team and fertilizer team carried out on monthly basis; - All female-temporary workers have been acknowledged as permanent worker, except the one under probation period; - Gender committee feels company has never difficult female workers to get their rights: period leave, maternal leave, as well as provide time for breast-feeding; - Company provide health dissemination related to cancer, risk from narcotics, etc.; - All female workers have been provided with health examination on annual base; - Gender committee and the members feels no gender discrimination in work; - Company facilitated "Koperasi Karyawan" to provide basic necessity; <p>Management Responses Management of PT. Agro Indomas Central Kalimantan acknowledge the informations from Gender Committee and female workers.</p> <p>Audit Team Findings Audit team has cross-referenced with records and broader interview with another female workers in estates and mill. Noted as positive findings.</p>
IS #10	Description
	<p>Orangutan Foundation Indonesia Issues</p> <ul style="list-style-type: none"> - Between PT. Agro Indomas Central Kalimantan and OFI had a partnership in Orangutan rescue project and collaborative study to identify Orangutan feed type. - There was no report related to conflict between human and Orangutan in the area/concession of PT. Agro Indomas Central Kalimantan and PT. RIM Capital; - There was no report of Orangutan hunting in the area/concession of PT. Agro Indomas Central Kalimantan and PT. RIM Capital; - <p>Management Responses Management of PT. Agro Indomas Central Kalimantan acknowledge the informations from Orangutan Foundation Indonesia.</p> <p>Audit Team Findings Audit team has cross-referenced with records and interview result. Noted as positive findings.</p>
IS #11	Description
	<p>LSM Duta Issues</p> <ul style="list-style-type: none"> - During last year, no report and/or complaint related to land conflict arise. - During early development process, company has carried out Ganti Rugi Tanam Tumbuh/GRTT – compensation for land and the growing vegetation to the local communities. The compensation process was facilitated by special team (Tim Sembilan), comprised of villages authorities, district level, regency level and customary representatives. <p>Management Responses</p>

Management of PT. Agro Indomas Central Kalimantan acknowledge the informations from LSM Duta.
Audit Team Findings Audit team has cross-referenced with records and interview result - consistent. No further comments.

3.3.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1367039N1	<p>Requirements: RSPO P&C Generic 2013 Indicator 2.1.2</p> <p>Evidence of Nonconformity: PT. Agro Indomas (Central Kalimantan) - Sungai Purun POM has not identified and evaluated: <ul style="list-style-type: none"> - Regulation related to labour, such as "Undang-undang No.13 tahun 2003"; - Regulation related to minimum wage, social insurance and Badan Penyelenggara Jaminan Sosial (BPJS), industrial relationship, trade union, etc.; - Ratified ILO Convention No.105 concerning the abolition of forced labour based on "Undang-undang No.19 tahun 1999 tentang Penghapusan Kerja Paksa"; - Ratified ILO Convention No.138 concerning Minimum Age based on "Undang-undang No.20 tahun 1999 tentang Usia Minimum untuk Pekerja"; - Ratified ILO Convention No.100 concerning equal remuneration, based on "Undang-undang No.80 tahun 1957 tentang Pengupahan bagi laki-laki dan wanita untuk pekerjaan yang sama nilainya", - Ratified ILO Convention No.98 concerning right to organize and collective bargaining, based on "Undang-undang No.18 tahun 1956 tentang berlakunya dasar-dasar dari hak untuk berorganisasi dan untuk berunding bersama"; - Regulations related to legal ownership of the land and spatial planning, such as "Undang-Undang Agraria No.5 tahun 1960", "Peraturan Menteri Pertanian No.98 tahun 2013 tentang Pedoman Perizinan Usaha Perkebunan", "Peraturan Pemerintah No.40 tahun 1996 tentang Hak Guna Usaha", "Peraturan Menteri Negara Agraria No.5 tahun 2015 tentang Izin Lokasi", etc.; - Regulations related to social aspects such as "Undang-undang No.30 tahun 2007 tentang Perseroan Terbatas", etc. </p> <p>Statement of Nonconformity: PT. Agro Indomas (Central Kalimantan) - Sungai Purun POM has not identified, evaluated and maintained a number of legal requirement such as manpower regulations, legal ownership of the land, regulation related to social.</p> <p>Corrective Action: PT. Agro Indomas Central Kalimantan through the HRD Manager reviewed the laws and regulations related to manpower, from period December 2016 - February 2017; Government Regional Office reviewed the laws and regulations related to corporate permits on January 2017; Legal Manager Regional Office reviewed applicable laws and regulations related to social on February 2017. All review for abovementioned laws and regulations has been carried out and documented.</p> <p>During RAV, August 2017, audit team found: Company has prepared the laws and regulations under "Daftar Jenis Peraturan dan Evaluasi Pemenuhan Peraturan</p>	Minor

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	<p>Perundangan", on 2017. Company has evaluated 103 types of laws and regulations. However, company has not fully reviewed and documented all laws and regulations as identified in RSPO P&C 2013, INA NI September 2016 - Appendix 1. For example: Peraturan Daerah No.5 tahun 2015 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Tengah tahun 2015 – 2035.</p> <p>Assessment Conclusion: The Minor NC raised into Major NC, due to similar problem found on the same RSPO criterion. During RAV, August 2017, audit team found: Company has prepared the laws and regulations under "Daftar Jenis Peraturan dan Evaluasi Pemenuhan Peraturan Perundangan", on 1st April 2017. Company has evaluated 103 types of laws and regulations. Among the list of laws and regulations, comprise of 11 Peraturan Pemerintah/Government Regulations, 9 Keputusan Menteri/Ministerial Decree, 2 Peraturan Daerah/District Regulations, 4 Keputusan Kepala Bapedal, 34 Peraturan Menteri/Ministerial Regulations. However, company has not fully reviewed and documented all laws and regulations (214 types of laws and regulations) as identified in RSPO P&C 2013, INA NI September 2016 - Appendix 1. For example: Peraturan Daerah No.5 tahun 2015 tentang Rencana Tata Ruang Wilayah Provinsi Kalimantan Tengah tahun 2015 – 2035.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1367039N2	<p>Requirements: RSPO P&C Generic 2013 Indicator 4.7.5</p> <p>Evidence of Nonconformity: - During field visit, audit team found oral medicine (paracetamol) inside first aid box in Spare part and chemical store of Sungai Purun Estate and Sungai Rungau Estate. - The oral medicine has been expired. - Company is encouraged to improve land fire emergency preparedness by better arrangement and access on fire suppression equipment</p> <p>Statement of Nonconformity: During field visit, audit team found oral medicine (paracetamol) inside first aid box in Spare part and chemical store of Sungai Purun Estate and Sungai Rungau Estate. Furthermore, the oral medicine has been expired.</p> <p>Corrective Action: PT. Agro Indomas Central Kalimantan has identified the root cause being the poor maintenance of emergency first aid box. PT. Agro Indomas Central Kalimantan has removed all expired medicines from first aid boxes. Company then issued a new and complete first aid box for spare part and chemical store of Sungai Rungau Estate.</p> <p>Assessment Conclusion: Based on visit to spare part and chemical store of Sungai Rungau Estate, audit team made verification for condition of first aid box. No oral medicine inside first aid box. The content of the first aid box was verified, compared against checklist to be consist of "Kasa steril (11 bungkus), perban 5 cm (1 bungkus), plester cepat (4 bungkus), pinset (1), Providin iodine (1 botol), alcohol 70% (1 botol), buku panduan P3K", etc. All available and not expired. Audit team made random inspection to check portable first aid box, brought to</p>	Minor

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	harvesting area Sungai Rungau Estate, block C21. Based on verification, no expired medicine found. NC Minor closed on 31 st August 2017.	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
1367039N3	<p>Requirements: RSPO P&C Generic 2013 Indicator 6.6.2</p> <p>Evidence of Nonconformity: Not sufficient evidence on minutes of meeting between company and worker union. Based on interview with management and with representative of the worker union, stated company has no meeting schedule with worker union. Furthermore, worker union does not have representation in the bi-partite organization.</p> <p>Statement of Nonconformity: Workers in PT. Agro Indomas (Central Kalimantan) has established worker union "Serikat Pekerja Sinar Fajar" and has been registered in manpower office "Dinas Tenaga Kerja Kabupaten Seruyan". Not sufficient evidence on minutes of meeting between company and worker union.</p> <p>Corrective Action: PT. Agro Indomas Central Kalimantan has identified the root cause being no meeting schedule with worker union. PT. Agro Indomas Central Kalimantan start a scheduled bipartite meeting.</p> <p>Assessment Conclusion: PT. Agro Indomas Central Kalimantan has carried out a scheduled bipartite meeting with worker union and registered representative: a. Meeting between worker representative with company management in Terawan Estate, conducted on 24th January 2017, attended by 16 participants. b. Meeting between worker representative with company management in Lampasa Estate and Teluk Ulin Estate, conducted on 19th January 2017, attended by 24 participants. c. Meeting between worker representative with company management in Lampasa Estate and Teluk Ulin Estate, conducted on 17th February 2017, attended by 16 participants. d. Meeting between worker union with company management in Terawan POM, conducted on 16th February 2017, attended by 8 participants. e. Meeting between management and Worker Union Committee on 22nd February 2017 attended by 10 participants discussing committee planning period 2017 - 2019. NC Minor closed on 31st August 2017.</p>	Minor

Opportunity for Improvement / OFI	
OFI #	Description
1	<p>RSPO P&C Generic 2013 Indicator 1.3.1 PT. Agro Indomas (Central Kalimantan) has established a documented policy titled Standards of Business Conduct, released in March 2013. The policy comprise of code of ethical business conduct and company view against things such as whistle blowing, entertainment and gifts, conflict of interest, political activity, employment, ethical behavior, protection of company assets, confidentiality and information security,</p>

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	<p>insider dealing, etc. Based on interview with workers in Sungai Purun Estate, Sungai Rungau Estate and Sungai Purun Palm Oil Mill, the worker's understanding with regard to the policy is good. The organization may benefit the standards of business conduct in local language.</p> <p>Action plan: PT. Agro Indomas (Central Kalimantan) has provide a translation of Standards of Business Conduct – into Bahasa Indonesia, for ease of use. This document has been distributed to workers.</p>
2	<p>RSPO P&C Generic 2013 Indicator 4.1.4 PT. Agro Indomas (Central Kalimantan) - Terawan POM has demonstrated a procedure for "FFB Purchases and Transport SOP-PLID-FIN-FFB", list of third party FFB suppliers and FFB supply contracts. The FFB supply contract, in one of the clause stated prohibit supply of stolen FFB. Enhancement need to be taken for prevention of FFB supply from illegal sources.</p> <p>Action taken: Awareness has been raised to all third-party FFB suppliers. Based on interview with third-party FFB supplier/contractor, the understanding on prohibition to sourced FFB from illegal land has been communicated.</p>
3	<p>RSPO P&C Generic 2013 Indicator 4.6.5 PT. Agro Indomas (Central Kalimantan) - The chemical store was in good condition. Chemical storekeeper provides Material Safety Data Sheet/MSDS for each chemical stored in the premise. Chemical stored in the store such as Abolisi (active ingredient: Glyphosate), Dalopir (active ingredient: Triclopyr), Primafluron (active ingredient: Methyl metsulfuron), etc. Enhancement need to be taken on better awareness of storekeeper in observant of all precautions attached to products.</p> <p>Action taken: Based on interview, the storekeeper knowledge related to precaution and emergency response has improved.</p>
4	<p>RSPO P&C Generic 2013 Indicator 4.7.2 PT. Agro Indomas (Central Kalimantan) - Sungai Purun Estate, Sungai Rungau Estate and Sungai Purun POM have prepared a Hazard Identification Risk Assessment Determining Control (HIRADC) registers. The HIRADC has considered routine-non routine activities, normal-abnormal activities, risk, location - for both palm oil mill and estate operation. HIRADC has also taking into consideration new hazard and risk from new activities, new location and/or new tools and machinery.</p> <p>Enhancement need to be taken to consider risk determination from muscle and tissue disease in HIRADC. Further, company may wish to consider a thorough analysis on work related disease based on patient database/top ten disease databases.</p> <p>Action plan: EHS department has improve the risk assessment, by incorporating work related disease from ergonomics into consideration. See indicator 4.7.2.</p>
5	<p>RSPO P&C Generic 2013 Indicator 5.2.3 PT. Agro Indomas (Central Kalimantan) - Sungai Purun Estate has identified and established HCV areas inside the plantation. Company may wish to consider more sign board in HCV area with risk of illegal timber extraction.</p> <p>Action plan: HCV management and monitoring plan 2016/2017 has emphasizing the action plan to mitigate risk of conservation value loss. HCV area patrol has been intensified. Based on field visit, no futher damage from loss of wood/timber trees.</p>
6	<p>RSPO P&C Generic 2013 Indicator 6.1.4 PT. Agro Indomas (Central Kalimantan) has prepared a social impact assessment. The social impact assessment 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. The organization may benefit social impact review upon issues from internal stakeholder, consideration on participatory engagement with regards to increasing employee turnover.</p> <p>Action plan: Based on interview with worker union representative, along with the better company condition, condition</p>

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	related to employee turnover has been improved. Less employee resigned. This has been captured in the social impact assessment report, 2016 – released January 2017.
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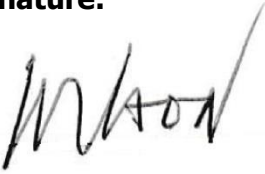

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
A701839/1	Minor	17/03/2012	Closed 21/09/2013
A 701839/2	Minor	17/03/2012	Closed 21/09/2013
970468M3	Major	21/09/2013	Closed 20/11/2013
970468M4	Major	21/09/2013	Closed 20/11/2013
970468M5	Major	21/09/2013	Closed 20/11/2013
970468M6	Major	21/09/2013	Closed 20/11/2013
970467N1	Minor	21/09/2013	Closed 13/09/2014
109824M1	Major	13/09/2014	Closed 22/10/2014
109824N1	Minor	13/09/2014	Closed 14/08/2015
109824N2	Minor	13/09/2014	Closed 14/08/2015
1220771N1	Minor	14/08/2015	Closed 30/08/2016
1367039M1	Major	30/08/2016	Closed 24/10/2016
1367039M2	Major	30/08/2016	Closed 24/10/2016
1367039M3	Major	30/08/2016	Closed 24/10/2016
1367040N1	Minor	30/08/2016	Escalated into Major NC 1517743-201708-M1 and Closed 25/10/2017
1367040N2	Minor	30/08/2016	Closed 31/08/2017
1367040N3	Minor	30/08/2016	Closed 31/08/2017
1517743-201708-M1	Major	31/08/2017	Closed 25/10/2017
1517743-201708-M2	Major	31/08/2017	Closed 25/10/2017
1517743-201708-M3	Major	31/08/2017	Closed 25/10/2017
1517743-201708-M4	Major	31/08/2017	Closed 25/10/2017
1517743-201708-M5	Major	31/08/2017	Closed 25/10/2017
1517743-201708-M6	Major	31/08/2017	Closed 25/10/2017
1517743-201708-N1	Minor	31/08/2017	Open

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Assessment Conclusion and Recommendation:

Based on the findings during the assessment PT. Agro Indomas (Central Kalimantan) – Sungai Purun POM Certification Unit and supply base complies with the RSPO P&C 2013, and the RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the certification of PT. Agro Indomas (Central Kalimantan) – Sungai Purun POM Certification Unit is approved and continued.

Acknowledgement of Assessment Findings	Report Prepared by
Name: Wilton Simanjuntak	Name: Pratama Agung Sedayu
Company name: PT. Agro Indomas	Company name: On behalf of BSI Services Malaysia Sdn Bhd.
Title: RSPO Manager	Title: Lead Auditor
Signature: 	Signature: 
Date: 1st November 2017	Date: 1st November 2017

Appendix A: Summary of Findings RSPO P&C INA NI, September 2016

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Commitment to Transparency			
<p>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.</p>			
<p>1.1.1</p>	<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 identified documents that can be accessed by the public as per procedure of Communication and Control of Records Procedure (document number EMS-P11) which was approved on 1st July 2010. Among informations which are available for public are Legal aspect, Social and Environmental, OHS and Employment aspect, such as:</p> <ul style="list-style-type: none"> - Legal aspect; permits and land title that can be accessed by public upon request. The company holds copies of HGUs in estate and originals are in Head Office in Jakarta. In addition, copy of IUP (Business Permit). - Environmental Impact Assessment (AMDAL) available under document "Revision of AMDAL" compiled on dated 22nd June 2007. The document has been approved by Governor of Central Kalimantan and has been socialized to surrounding community and had been discussed in and inter-agency EIA commission at provincial government. Copy of EIA document available at site and available for public upon request, while implementation of EIA are reported periodically (every six month) to local government. - Human right policy, code of conduct, and OHSAS policy and programmes are available at every unit (estate or mill) and available for public and has been socialized to employee and contractors. The company OHS Policy is available on the website and is mounted on notice boards widely available throughout the company operations. The company had a Health and Safety Plan for the years of 2016/2017. The Plan provided details of strategic objectives, target, and an Action Plan for their implementation and achievement. The policy which is available is now widely accessible in all work areas and circulated to all employees and contractors. (1.2.5). <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Continuous improvement plan prepared as a result of all internal audits and inspections which are monitored to determine progress against set targets. All records of requests for information are kept for a minimum of three years. The Continuous Improvement Plan is documented in the ISO 14001 EMS. - Copy of HCV assessment document available at EHS department and has been socialized to relevant stakeholder through public consultation. - Detail of complaint and grievance available at CSR departement and available for relevant stakeholder upon request. For any unsolved dispute, there is report or request for mediation to local government. - Negotiation procedure available at CSR departement and has been made available for relevant stakeholder through socialization and outreach. - Public summary of certification assessment report has been published throuh website. <p>Some documented report to relevant government offices are made available and eligible.</p>	
<p>1.1.2</p> <p>Records of requests for information and responses shall be maintained.</p> <p>-Major compliance</p>	<p>To ensure constructive response to stakeholders request and communication, company has a communication procedure under SOP document number IMS-P05, rev.04 dated 4th May 2015. According to the SOP, all informations exchanged with stakeholders should be recorded under log book "Buku Komunikasi dan Permintaan atas Informasi" available at various estates and mills, CSR department, EHS department, and HRD department. Time frame for response to request is maximum 14 days, while record of information request and responds maintained for 3 years.</p> <p>Each Head Department Head responsible in providing and updating information under coordination and supervision of General Manager. PIC in communication (in coordination with GM) for year 2017 are:</p> <ol style="list-style-type: none"> 1. For EHS is Mr. Saipul Bahri (EHS Department Head) 2. For social issue and CSR is Mr. Beswendri 3. For HRD issue is Mr. Marcellinus H. Ranteallo <p>In addition to that, each unit maintains all infomration exchange through "communication log book" which records the date of request incoming, recipient, content, type of information request (wither from internal or external), means of communication (letter or direct message or telephone call), company response, person in charge, and date of response.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Sungai Purun POM: Sungai Purun POM has log book "Buku Komunikasi dan Permintaan atas Informasi" to record any information request and/or inquiry. There was no information request for 2017.</p> <p>Sungai Purun Estate: Recorded under Buku Permintaan Informasi Sungai Purun Estate. 6th May 2017, Muryanti from Upkeep mandore logged in an inquiry for dirty water in Division V. Responded on same date by telling the worker new bore well will be build. The bore well has been installed on 14th August 2017. Status closed on 14th August 2017. On 2nd August 2017, request from Division V, to have sekat in TPA. Responded on same date, Joko Sartopo stated it will be done on 30th August 2017. Status on progress.</p> <p>Sungai Rungau Estate: Recorded under Buku Permintaan Informasi Sungai Rungau Estate. On 27th July 2017, Division I inquire for rubber glove replacement. Field assisstant responded on same date, stating the nitrile glove will be replaced. Status closed on 28th July 2017 – evidence seen Tanda Terima PPE, for 12 fertilizer applicator, Division I and II Sungai Rungau Estate.</p> <p>On 8th February 2017, request from supervisor harvester to have top up (to provide <i>subsidi</i> to harvester when they cannot meet basic budget completed the target 3 Ha) in order to meet their manday calculation. The request received and responded by field assisstant and responded on 9th February 2017. The response recorded was to convey the request to estate manager. Status on progress as of 24th August 2017. However, in actual, management has consistently implement top up system – to ensure the worker meet the minimum wage/day. Harvester with unsatisfactory work has been topped up on February 2017, due to low crop. Record of assisstant evaluation and topping up documents in order to meet minimum wage per day for 10 workers in Division I sighted.</p>	
<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>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>1.2.1</p> <p>Publicly available documents shall include, but are not necessary limited to:</p> <p>Land titles/user rights (Criterion 2.2);</p> <ul style="list-style-type: none"> • 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>PT. Agro Indomas (Central Kalimantan) – Sungai Purun POM has identified documents that can be accessed by the public as per procedure of Communication and Control of Records Procedure (document number EMS-P11) which was approved on 1st July 2010. Among informations which are available for public are Legal aspect, Social and Environmental, OHS and Employment aspect, such as:</p> <ul style="list-style-type: none"> - Legal aspect; permits and land title that can be accessed by public upon request. The company holds copies of HGUs in estate and originals are in Head Office in Jakarta. In addition, copy of IUP (Business Permit). - Environmental Impact Assessment (AMDAL) available under document "Revision of AMDAL" compiled on dated 22nd June 2007. The document has been approved by Governor of Central Kalimantan and has been socialized to surrounding community and had been discussed in and inter-agency EIA commission at provincial government. Copy of EIA document available at site and available for public upon request, while implementation of EIA are reported periodically (every six month) to local government. - Human right policy, code of conduct, and OHSAS policy and programmes are available at every unit (estate or mill) and available for public and has been socialized to employee and contractors. The company OHS Policy is available on the website and is mounted on notice boards widely available throughout the company operations. The company had a Health and Safety Plan for the years of 2016/2017. The Plan provided details of strategic objectives, target, and an Action Plan for their implementation and achievement. The policy which is available is now widely accessible in all work areas and circulated to all employees and contractors. (1.2.5). - Continuous improvement plan prepared as a result of all internal audits and inspections which are monitored to determine progress against set targets. All records of requests for information are kept for a minimum of three years. The Continuous Improvement Plan is documented in the ISO 14001 EMS. - Copy of HCV assessment document available at EHS department and has been socialized to relevant stakeholder through public consultation. - Detail of complaint and grievance available at CSR departement and available for relevant stakeholder upon request. For any unsolved dispute, there is report or request for mediation to local government. <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Negotiation procedure available at CSR departement and has been made available for relevant stakholder through socialization and outreach. - Public summary of certification assessment report has been published throuh website. <p>Some documented report to relevant government offices are</p> <p>Sungai Rungau and Sungai Purun Estate: List of publicly available document in Sungai Rungau and Sungai Purun Estate is available, in form of "Daftar Dokumen PT. Agro Indomas/PT. RIM Capital (Terbuka untuk Umum)", signed by General Manager.</p> <ol style="list-style-type: none"> 1. Sertifikat/Hak Penggunaan Tanah (kriteria 2.2) – Legal Ownership of the Land <ul style="list-style-type: none"> -Izin Prinsip, Izin Lokasi, IUP, Izin Lingkungan, HGU 2. Rencana Kesehatan dan Keselamatan Kerja – Health and Safety Plan <ul style="list-style-type: none"> - Kebijakan K3, HIRADC, SOP dan IMS, Laporan Audit Internal/external, Laporan P2K3, Laporan Firedrill, 3. Rencana dan Penilaian Dampak Lingkungan dan Sosial (Kriteria 5.1, 6.1, 7.1 dan 7.8) - SEIA <ul style="list-style-type: none"> - Dokumen lingkungan (AMDAL, UKL/UPL, DPLH), dokumen SIA, Dokumen program CSR, dokumen HCV, dokumen RKL, RPL, Laporan Limbah B3, Laporan HCS dan mitigasi/management plannya, 4. Dokumentasi NKT (Kriteria 5.2 dan 7.3) <ul style="list-style-type: none"> - HCV Assessment 5. Rencana Pencegahan dan Pengurangan Polusi (Kriteria 5.6) – Emission Mitigation Plan; <ul style="list-style-type: none"> - Laporan Palm GHG Calculator 6. Rincian Keluhan dan Pengaduan (Kriteria 6.3) – Detail on Complaint and Grievances; <ul style="list-style-type: none"> - Rekaman proses perselisihan 7. Prosedur Negosiasi – Negotiation Procedure; 8 . Rencana Perbaikan Berkelanjutan (Kriteria 8.1) – Continual Improvement; 9. Rangkuman Laporan untuk Publik mengenai Sertifikasi - Summary Report from CB; 10. Kebijakan HAM (Kriteria 6.13) – human rights <ul style="list-style-type: none"> - Kebijakan HAM 	
<p>Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>		

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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>A written policy that shows commitment on code of ethical conduct and integrity in all operations and transactions available in a printed book "Standards of Business Conduct" issued by Goodhope Asia Holdings Limited on March 2013. The book contains the following: whistle blowing, entertainment & gifts, conflict of interest, political activity, employment, ethical behaviour, protection of company's asset, accurate record keeping, confidentiality & Information security, insider trading, environment, health and safety, and declaration.</p> <p>Code of conduct book has been distributed to all staffs in english language. The book is available in Bahasa Indonesia "Standar Perilaku Bisnis".The company has also "Code of ethical conduct and integrity in business, 2015", available in Bahasa Indonesia; which states that: the ethical behaviour, integrity, honestly, trusted, and prohibition of all forms of corruption, bribery in the conduct or transaction of business practices. Code of conduct publication through leaflet / poster / flyer of company policy.</p> <p>Sungai Purun POM: Interview with sustainability staff, Mr. Juli, does aware of code of ethical conduct. Interview with a number of employee in Sungai Purun POM; effluent pond operator, weighbridge operator and loading ramp attendant, found the workers does understand company's policy on "Standards of Business Conduct".</p>	Comply
Principle 2: Compliance with applicable laws and regulations			
Criterion 2.1:			
There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance -</p>	<p>Based on document verification, it was known that PT. Agro Indomas (Central Kalimantan) has comply with laws and regulation.</p> <p>- Legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha.</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Legal ownership of the land: <ul style="list-style-type: none"> - Izin Lokasi based on "Surat Keputusan Kepala Badan Pertanahan No.178.482, dengan Luasan Izin sebesar ±12,000 Ha" dated 12th January 1995. Subsequently renewed as per "Surat Keputusan Badan Pertanahan Kotawaringin Timur No.08.460.42 dengan Luasan izin ±12,000 Ha" dated 26th December 1996; - 1st HGU: "Surat Keputusan Kepala Badan Pertanahan Nasional No.12/HGU/BPN/1998, tentang Pemberian HGU atas nama PT. Agro Indomas di Kabupaten Seruyan, Provinsi Kalimantan Tengah", dated 6th April 1998; - Land Certificate No.07 dated 6th August 1998 for area of 12,104 Ha; - 2nd HGU: "Surat Keputusan Kepala Badan Pertanahan Nasional No.24/HGU/BPN.2000/A/20, tentang Pemberian HGU atas nama PT. Agro Indomas di Kabupaten Seruyan, Provinsi Kalimantan Tengah", dated 8th August 2003; - Land Certificate No.08, dated 9th October 2003 for area of 3,760.24 Ha. - Forest area release for some areas of PT. Agro Indomas which fall under forest area status, as per: "Surat Keputusan Menteri Kehutanan No.499/Kpts-II/1997 tentang Izin Pelepasan Kawasan Hutan seluas ±11,930 Ha. - Operational permit such as deed of establishment (including the latest revision), registration to the Ministry of Justice and Human Rights, Izin Usaha Perkebunan (IUP) – plantation business permit, Tanda Daftar Perusahaan (TDP) – company registration number, Nomor Pokok Wajib Pajak (NPWP) – tax payer number, etc. - Environmental and Social documents: Izin Lingkungan – environmental permit, Izin land aplikasi – land application permit, Izin penyimpanan sementara limbah B3 – permit for temporary hazardous waste storage. Company also demonstrate the compliance with regulations on management of palm oil mill effluent, regular monitoring upon environmental and social impacts – including waste water quality, river water quality, air quality, etc. - Manpower and industrial relation document: Company has performed regular medical check up for all employee, registering all workers in BPJS (social insurance) program, upholding freedom of association, respects gender equality – protecting the female reproductive rights, protection from domestic violence and sexual harrassment, implementation of minimum wage, working hour as per regulation, etc. <p>---</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Operational document: Company policies, company standard operating procedures, operational records, etc. - Izin Usaha Perkebunan/IUP: "Ijin Usaha Perkebunan (IUP) No.77/2004", for area ±17,500 Ha, dated 22nd June 2004 from "Bupati Kotawaringin Timur". Addendum IUP No.77 Tahun 2014 as per "Surat Keputusan No.525/342/EK.2007, menjadi seluas ±20,500 Ha dan PKS 2 unit masing masing 90 Ton/jam dari Bupati Seruyan", tanggal 31st October 2007 Note: the addendum for IUP was issued by Regent of Seruyan due to expansion of new regency: "Kabupaten Seruyan" from originally "Kabupaten Kotawaringin Timur". - 2. Ijin Usaha Perkebunan (IUP) No. 525.26/469/VIII/EKBANG/2007, tanggal 28 Agustus 2007, seluas ± 1,000 ha dari Bupati Kotawaringin Timur, yang berlokasi di di Desa Sejabi, Kecamatan Kota Besi, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah. <p>Audit team made legal document verification. Company was able to demonstrate legal evaluation in 24th March 2017 and revised on 1st April 2017, which consist of 68 laws and regulations related to EHS; 45 types of laws and regulations related to manpower/industrial relation and general administration.</p> <p>During the evaluation process, company has review the compliance status by identifying the relevant chapter requirements, compliance effort, person in charge, and status of compliance. For instance: evaluation upon "Undang-undang No.7 tahun 1981 tentang Wajib Laporan Ketenagakerjaan", chapter 4, verse 1: company has been consistenly prepare report on manpower utilization and reported to "Dinas Tenaga Kerja Kabupaten Seruyan". In period 2016, the report has been sent on 9th September 2017.</p> <p>evaluation upon "Undang-undang No.20 tahun 1999 tentang Usia Minimum untuk Diperbolehkan Bekerja", chapter 2, verse 3: company has established minimum age policy, and has incorporated the policy into company regulation.</p>	

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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>Company has a mechanism to document the laws and regulations as regulated under SOP EHS Legal and other Requirements No.IMS.P-02 rev.00 dated 4th May 2015. Within the mechanism, it was regulated that:</p> <ul style="list-style-type: none"> - Head of Departments/EHS Manager is responsible to identify, interpret and documenting all relevant laws and regulations related to plantation/palm oil mill operation. The laws and regulations may include, but not limited to local, national and international regulations that have been ratified by Republic of Indonesia; - To evaluate all relevant laws and regulations related to plantation/palm oil mill operation; including new regulations – or once per annum, at minimum; - Evaluation document shall be keep for three years, located in EHS office, while the softcopy will be keep in company’s intranet. The document related to laws and regulations evaluation is accessible by staff and worker. <p>---</p>	<p>Non-compliance</p> <p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Based on document verification, company has conducted evaluation upon laws and regulations on 24th March 2017 and revised on 1st April 2017.</p> <p>EHS Department:</p> <ul style="list-style-type: none"> - 5 types of Act – “Undang Undang”, for example “Undang-undang No.32 tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup”, “Undang-undang No.1 tahun 1970 tentang Keselamatan Kerja”, etc.; - 11 types of government regulation - “Peraturan Pemerintah”, for example “Peraturan Pemerintah No.101 tahun 2014 tentang Pengelolaan Limbah Berbahaya dan Beracun”, “Peraturan Pemerintah No.38 tahun 2012 tentang Sungai”, “Peraturan Pemerintah No.81 tahun 2012 tentang Pengelolaan Sampah Rumah Tangga dan Sampah Sejenis Sampah Rumah Tangga”. Based on evaluation, all of the regulations have been complied by company; - 9 types of Ministry Decree – “Keputusan Menteri”, for example: “Keputusan Menteri Lingkungan Hidup No.45 tahun 2005 tentang Pedoman Penyusunan Laporan Pelaksanaan RKL-RPL”, “Keputusan Menteri Lingkungan Hidup” No.28 tahun 2003 tentang Pedoman Teknis Pemanfaatan Air Limbah Industri Sawit”, “Keputusan Menteri Tenaga Kerja No.186 tahun 1999 tentang Unit Penanggulangan Kebakaran”; - 2 types of local regulation – “Peraturan Daerah” issued by government of Provinsi Kalimantan Tengah, for example: “Peraturan Daerah No.1 tahun 2012 tentang Pengelolaan Air Tanah” and “Peraturan Daerah No.2 tahun 2011 tentang Pengelolaan Usaha Perkebunan Berkelanjutan”; - 4 types of “Keputusan Kepala Badan Pengendalian Dampak Lingkungan”, such as “Keputusan Kepala Badan Pengendali Dampak Lingkungan No.Kep-205/Bapedal/07/1996 tentang Pedoman Teknis Pengendalian Pencemaran Udara dari Sumber Tidak Bergerak”, “Keputusan Kepala Badan Pengendali Dampak Lingkungan No.1 tahun 1995 tentang Tatacara dan Persyaratan Teknis Penyimpanan dan Pengumpulan Limbah B3”; - 34 types of Ministry Regulation – “Peraturan Menteri”, for example: “Peraturan Menteri Kesehatan No.416 tahun 1990 tentang Syarat-syarat dan Pengawasan Kualitas Air”, “Peraturan Menteri Lingkungan Hidup No.7 tahun 2007 tentang Baku Mutu Emisi Sumber Tidak Bergerak bagi Ketel Uap”, “Peraturan Menteri Lingkungan Hidup No.18 tahun 2009 tentang Tatacara Perizinan Pengelolaan Limbah B3”; etc. <p>---</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>HRD Department:</p> <ul style="list-style-type: none"> - 19 types of Act – “Undang Undang”, for example “Undang-undang No.18 tahun 1956 tentang Dasar-dasar Hak untuk Berorganisasi dan Berunding Bersama (ILO Convention No.98)” – freedom to associate, “Undang-undang No.80 tahun 1957 tentang Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya (ILO Convention No.100)”, “Undang-undang No.7 tahun 1981 tentang Wajib Laport Tenaga Kerja”, “Undang-undang No.19 tahun 1999 tentang Penghapusan Kerja Paksa (ILO Convention No.105)” – Prohibition of forced labor, “Undang-undang No.20 tahun 1999 tentang Usia Minimum yang diperbolehkan bekerja (ILO Convention No.138)” – minimum age, “Undang-undang No.2 tahun 2004 tentang Penyelesaian Hubungan Industrial” – industrial relation, etc.; - 3 types of government regulation - “Peraturan Pemerintah”, for example “Peraturan Pemerintah No. 8 tahun 1981 tentang Perlindungan Upah”, “Peraturan Pemerintah No.14 tahun 1993 tentang Penyelenggaraan Program Jamsostek”. Based on evaluation, all of the regulations have been complied by company; - 1 type of President Instruction – “Instruksi Presiden”, for example: “Instruksi Presiden No.1 Tahun 2013 tentang Aksi Pencegahan dan Pemberantasan Korupsi” – Corruption, - 1 type of President Decree – “Keputusan Presiden”, for example: “Keputusan Presiden No.75 tahun 1995 tentang Penggunaan Tenaga Kerja Warga Negara Asing Pendetang”; - 2 types of President Regulation – “Peraturan Presiden”, for example: “Peraturan Presiden No.111 tahun 2013 tentang Perubahan atas Peraturan Presiden No.12 tahun 2013 tentang Jaminan Kesehatan”; - 11 types of “Peraturan Menteri”. 	

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2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance -</p>	<p>Company has a mechanism to document the laws and regulations as regulated under SOP EHS Legal and other Requirements No.IMS.P-02 rev.00 dated 4th May 2015. Within the mechanism, it was regulated that:</p> <ul style="list-style-type: none"> - Head of Departments/EHS Manager is responsible to identify, interpret and documenting all relevant laws and regulations related to plantation/palm oil mill operation. The laws and regulations may include, but not limited to local, national and international regulations that have been ratified by Republic of Indonesia; - To evaluate all relevant laws and regulations related to plantation/palm oil mill operation; including new regulations – or once per annum, at minimum; - Evaluation document shall be keep for three years, located in EHS office, while the softcopy will be keep in company’s intranet. The document related to laws and regulations evaluation is accessible by staff and worker. <p>Based on document verification, company has conducted evaluation upon laws and regulations on 24th March 2017 and revised on 1st April 2017.</p> <p>---</p>	Comply

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	<p>EHS Department:</p> <ul style="list-style-type: none"> - 5 types of Act – “Undang Undang”, for example “Undang-undang No.32 tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup”, “Undang-undang No.1 tahun 1970 tentang Keselamatan Kerja”, etc.; - 11 types of government regulation - “Peraturan Pemerintah”, for example “Peraturan Pemerintah No.101 tahun 2014 tentang Pengelolaan Limbah Berbahaya dan Beracun”, “Peraturan Pemerintah No.38 tahun 2012 tentang Sungai”, “Peraturan Pemerintah No.81 tahun 2012 tentang Pengelolaan Sampah Rumah Tangga dan Sampah Sejenis Sampah Rumah Tangga”. Based on evaluation, all of the regulations have been complied by company; - 9 types of Ministry Decree – “Keputusan Menteri”, for example: “Keputusan Menteri Lingkungan Hidup No.45 tahun 2005 tentang Pedoman Penyusunan Laporan Pelaksanaan RKL-RPL”, “Keputusan Menteri Lingkungan Hidup” No.28 tahun 2003 tentang Pedoman Teknis Pemanfaatan Air Limbah Industri Sawit”, “Keputusan Menteri Tenaga Kerja No.186 tahun 1999 tentang Unit Penanggulangan Kebakaran”; - 2 types of local regulation – “Peraturan Daerah” issued by government of Provinsi Kalimantan Tengah, for example: “Peraturan Daerah No.1 tahun 2012 tentang Pengelolaan Air Tanah” and “Peraturan Daerah No.2 tahun 2011 tentang Pengelolaan Usaha Perkebunan Berkelanjutan”; - 4 types of “Keputusan Kepala Badan Pengendalian Dampak Lingkungan”, such as “Keputusan Kepala Badan Pengendali Dampak Lingkungan No.Kep-205/Bapedal/07/1996 tentang Pedoman Teknis Pengendalian Pencemaran Udara dari Sumber Tidak Bergerak”, “Keputusan Kepala Badan Pengendali Dampak Lingkungan No.1 tahun 1995 tentang Tatacara dan Persyaratan Teknis Penyimpanan dan Pengumpulan Limbah B3”; - 34 types of Ministry Regulation – “Peraturan Menteri”, for example: “Peraturan Menteri Kesehatan No.416 tahun 1990 tentang Syarat-syarat dan Pengawasan Kualitas Air”, “Peraturan Menteri Lingkungan Hidup No.7 tahun 2007 tentang Baku Mutu Emisi Sumber Tidak Bergerak bagi Ketel Uap”, “Peraturan Menteri Lingkungan Hidup No.18 tahun 2009 tentang Tatacara Perizinan Pengelolaan Limbah B3”; etc. <p>HRD Department:</p> <p>19 types of Act – “Undang Undang”, for example “Undang-undang No.18 tahun 1956 tentang Dasar-dasar Hak untuk Berorganisasi dan Berunding Bersama (ILO Convention No.98)” – freedom to associate, “Undang-undang No.80 tahun 1957 tentang Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya (ILO Convention No.100)”,</p> <p>---</p>	

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	<ul style="list-style-type: none"> - "Undang-undang No.7 tahun 1981 tentang Wajib Laport Tenaga Kerja", "Undang-undang No.19 tahun 1999 tentang Penghapusan Kerja Paksa (ILO Convention No.105)" – Prohibition of forced labor, "Undang-undang No.20 tahun 1999 tentang Usia Minimum yang diperbolehkan bekerja (ILO Convention No.138)" – minimum age, "Undang-undang No.2 tahun 2004 tentang Penyelesaian Hubungan Industrial" – industrial relation, etc.; - 3 types of government regulation - "Peraturan Pemerintah", for example "Peraturan Pemerintah No. 8 tahun 1981 tentang Perlindungan Upah", "Peraturan Pemerintah No.14 tahun 1993 tentang Penyelenggaraan Program Jamsostek". Based on evaluation, all of the regulations have been complied by company; - 1 type of President Instruction – "Instruksi Presiden", for example: "Instruksi Presiden No.1 Tahun 2013 tentang Aksi Pencegahan dan Pemberantasan Korupsi" – Corruption, - 1 type of President Decree – "Keputusan Presiden", for example: "Keputusan Presiden No.75 tahun 1995 tentang Penggunaan Tenaga Kerja Warga Negara Asing Pendatang"; - 2 types of President Regulation – "Peraturan Presiden", for example: "Peraturan Presiden No.111 tahun 2013 tentang Perubahan atas Peraturan Presiden No.12 tahun 2013 tentang Jaminan Kesehatan"; - 11 types of "Peraturan Menteri". 	
<p>2.1.4</p> <p>A system for tracking any changes in the law shall be implemented.</p> <p>- Minor compliance -</p>	<p>Company has a mechanism to document the laws and regulations as regulated under SOP EHS Legal and other Requirements No.IMS.P-02 rev.00 dated 4th May 2015.</p> <p>Within the mechanism, it was regulated that:</p> <ul style="list-style-type: none"> - Head of Departments/EHS Manager is responsible to identify, interpret and documenting all relevant laws and regulations related to plantation/palm oil mill operation. The laws and regulations may include, but not limited to local, national and international regulations that have been ratified by Republic of Indonesia; - To evaluate all relevant laws and regulations related to plantation/palm oil mill operation; including new regulations – or once per annum, at minimum; - Evaluation document shall be keep for three years, located in EHS office, while the softcopy will be keep in company's intranet. The document related to laws and regulations evaluation is accessible by staff and worker. 	<p>Non-compliance</p> <p>Comply</p>
<p>Criterion 2.2:</p> <p>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.</p>		

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<p>2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>Company has legal ownership over land and operational permit started from Izin Lokasi, Izin Usaha Perkebunan and Hak Guna Usaha:</p> <p>Izin Lokasi – Location Permit PT. Agro Indomas:</p> <ol style="list-style-type: none"> Izin Lokasi based on "Surat Keputusan Kepala Badan Pertanahan No.178.482, dengan Luasan Izin sebesar ±12,000 Ha" dated 12th January 1995. It was subsequently renewed through "Surat Keputusan No.08.460.42, for area of ±12,000 Ha", dated tanggal 12th January 1995. Izin Lokasi issued by "Kepala Badan Pertanahan Nasional" through "Surat Keputusan Kepala Badan Pertanahan Nasional No.02.460.42; dengan luas 3,860 Ha" dated 3rd February 1999. The location permit - Izin Lokasi issued by "Bupati Kotawaringin Timur" – Regent of Kotawaringin Timur through "Surat Keputusan Bupati Kotawaringin Timur No.211.460.42, dengan luas ±1,000 Ha" dated 5th March 2005. <p>Hak Guna Usaha/HGU (Land Titles) PT. Agro Indomas:</p> <p>PT. Agro Indomas has legal ownership of the land, consist of:</p> <ol style="list-style-type: none"> Hak Guna Usaha (HGU) issued by "Kepala Badan Pertanahan Nasional (BPN)" through "Surat Keputusan Kepala Badan Pertanahan Nasional No.12/HGU/BPN/1998 tentang Pemberian HGU atas nama PT. Agro Indomas di Kabupaten Seruyan, Provinsi Kalimantan Tengah" dated 6th April 1998. The decree then issued with HGU certificate by "Sertifikat HGU ditandatangani Kepala Kantor Pertanahan Kabupaten Seruyan No.7 dengan luas 12,104 Ha" dated 6th August 1998. Hak Guna Usaha (HGU) issued by "Kepala Badan Pertanahan Nasional (BPN)" through "Surat Keputusan No.24/HGU/BPN.2000/A/20 tentang Pemberian HGU atas nama PT. Agro Indomas di Kabupaten Seruyan, Provinsi Kalimantan Tengah" dated 8th August 2003; whereby followed up with issuance of HGU certificate "Sertifikat HGU oleh Kepala Kantor Pertanahan Kabupaten Seruyan No.8, dengan luas 3,760.24 Ha" dated 9th October 2003. <p>Izin Usaha Perkebunan (IUP) PT. Agro Indomas:</p> <ul style="list-style-type: none"> Izin Usaha Perkebunan (<i>Operational Plantation Permit</i>) issued by "Bupati Seruyan" through "Surat Keputusan No.77 Tahun 2004 tentang Izin Usaha Perkebunan seluas ±17,500 Ha", dated 22nd June 2004. It was then revised through "Surat Keputusan Bupati Seruyan No.525/342/EK.2007 dengan lingkup izin meliputi areal kebun sawit seluas ±20,500 Ha dan pembangunan 2 Unit PKS masing-masing berkapasitas 90 Ton TBS/Jam" – plantation business permit covering an oil palm plantation of 20,500Ha and construction of 2 palm oil mills, each with capacity 90 tons FFB/hour; dated 31st October 2007. 	<p>Comply</p>

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	<p>Izin Usaha Perkebunan (IUP) PT. Agro Indomas:</p> <ul style="list-style-type: none"> - In 2007, PT. Agro Indomas granted with additional Izin Usaha Perkebunan (<i>Operational Plantation Permit</i>) issued by "Bupati Kotawaringin Timur" – Regent of Kotawaringin Timur for plantation business, through "Surat Keputusan Bupati Kotawaringin Timur No.525.26/469/VIII/EKBANG/2007, dengan luas ±1,000 Ha", dated 28th August 2007. <p>The land acquisition and/or land compensation was conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha. The compensation process for PT. Agro Indomas has been completed. However, a number of land claim noted – in form of double-claims; whereby it was dealt by through the land dispute settlement. Based on document verification, settlement upon claimant Mr. D*** S*****. All the complaint resolution and payment settlement documents is in place, such as: "Surat penyerahan lahan pengganti untuk Saudara D*** S*****" – hand over minutes for a parcel of replacement land for PT. Agro Indomas to Mr.D*** S*****; signed by complainant, Mr. D*** S*****, representative from PT. Agro Indomas, witness from complainant party namely Mr. R*** S*****, witnessed by village head, kepala adat/demang – customary leader and Camat – district head. There was no monetary compensation because the complainant requesting for replacement land instead of money. Based on interview with local community from Desa Terawan, Desa Lampasa and Desa Banua Usang; they were stated there was no complaint related to land inside HGU from local community, in the past two years. Local communities whose interviewed in separate time and location stated company has completed the land compensation for all land inside HGU PT. Agro Indomas. Based on interview with the individual that received compensation over land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently between company and landowners.</p> <p>---</p>	

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	<p>The team "Tim Sembilan" has a specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc.</p> <p>Based on document verification, upon area statement 2017 and combined from field visit; company has utilized the HGU as planted area of 2,547 Ha (mature) in Sungai Purun Estate and 2,994 Ha (mature) in Sungai Rungau Estate; 60 Ha was allocated as scheme smallholder plasma Kelompok Tani Karya Bhakti – while the balance of 867 Ha was utilized as worker housing, road infrastructure, Sungai Purun Palm Oil Mill, conservation area/HCV, etc.</p> <p>All records related to land compensation and HGU was documented in a good manner by PA Department. Land use record was available in GIS Department, including the HGU poles/boundary poles and monitoring result.</p>	
<p>2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance -</p>	<p>Company has a HGU poles/boundary stones map documented by GIS Department with sufficient scale, completed with GPS coordinates of each HGU poles. The HGU poles/boundary stones map used to monitor and maintained the HGU poles/boundary stones.</p> <p>Sungai Purun Estate: Monitoring of boundary pegs are carried out and recorded under "Form Monitoring Kondisi Patok HGU" – Sungai Rungau Estate. Latest monitoring carried out on July 2017. The team monitors the 162 boundary pegs based on parameter: physical condition of the peg, paint condition, writing/code condition, cleanliness of the peg. The report completed with pictorial documentation – "Foto Tugu Batas di Sungai Purun". Based on document verification upon "Laporan Pembersihan Area Tugu dan Label Ulang Nomor Tugu HGU Sungai Purun Estate Juni-Juli 2017", the boundary peg maintenance carried out in June-July 2017 by GIS Department for 160 boundary pegs in Sungai Purun Estate. Based on field visit to HGU pegs No.BPN 19, BPN 20, BPN 21, BPN 22, BPN 24 – are in good condition. Based on field visit to HGU pegs No.HMBP 106 - 110 which boundary between PT. Agro Indomas with PT. Hamparan Massawit Bangun Persada are in good condition.</p> <p>Sungai Rungau Estate: Monitoring of boundary pegs are carried out and recorded under "Form Monitoring Kondisi Patok HGU" – Sungai Rungau Estate. Latest monitoring carried out on July 2017. The team monitors the 64 boundary pegs based on parameter: physical condition of the peg, paint condition, writing/code condition, cleanliness of the peg.</p> <p>---</p>	<p>Comply</p>

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	<p>The report completed with pictorial documentation – “Foto Tugu Batas di Sungai Rungau”. Based on field visit to HGU pegs No.BPN 96, BPN 95, BPN 94, BPN 93, BPN 92, BPN 91 – in good condition.</p> <p>GIS/GPS department has prepared a plan to replace/rebuild the boundary pole, as written in “Jadwal Penggantian Tugu Batas Kebun PT. AICK period 2017. The plan composed of budget proposal 11-16th September 2017, material purchase 18-20th September 2017, boundary pole construction 22-28th September 2017, boundary pole installation 29th September – 8th October 2017, Finishing and labelling boundary poles on 9-11th October 2017, Reporting on 12-14th October 2017.</p> <p>GIS/GPS Department prepared a rehabilitation plan as in “Anggaran Rencana Penggantian dan Perbaikan Tugu HGU AICK 2017. In Lampasa 7 broken poles, on Teluk Ulin Estate 1 broken poles, on Terawan Estate 2 missing poles and 7 broken poles, on Sungai Rungau Estate 3 missing poles, in Sungai Purun Estate 5 missing poles and 20 broken poles.</p>	
<p>2.2.3</p> <p>Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance -</p>	<p>The land acquisition and/or land compensation on the ground conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha.</p> <p>The compensation process for PT. Agro Indomas has been completed. However, a number of land compensation claim noted – in form of double-claims; whereby it was dealt by through the land dispute settlement. Based on document verification, settlement upon claimant Mr. D*** S*****. All the complaint resolution and payment settlement documents is in place, such as: “Surat penyerahan lahan pengganti untuk Saudara D*** S*****” – hand over minutes for a parcel of replacement land for PT. Agro Indomas to Mr.D*** S*****; signed by complainant, Mr. D*** S*****, representative from PT. Agro Indomas, witness from complainant party namely Mr. R*** S*****, witnessed by village head, kepala adat/demang – customary leader and Camat – district head. There was no monetary compensation because the complainant requesting for replacement land instead of money.</p> <p>---</p>	<p>Comply</p>

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	<p>Based on interview with local community from Desa Terawan, Desa Lampasa and Desa Banua Usang; they were stated there was no complaint related to land inside HGU from local community, in the past two years. Local communities whose interviewed in separate time and location stated company has completed the land compensation for all land inside HGU PT. Agro Indomas.</p> <p>Based on interview with the individual that received compensation over their land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently between company and landowners. The team "Tim Sembilan" has a specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc.</p> <p>Additional interview made with the son/next-of-kin from a landowners whose land in Sungai Rungau Estate was being compensated. The claim was issued on 2008, for a planted area with oil palm planting year 2005/2006 – of 10.9 Ha. The landowner and PT. Agro Indomas was negotiating until agreement in 2011. During these time, the individual admitted company did not touch/operates the land to respect the due process. Monetary payment was made in 2012 to the landowner, all documentation is in place.</p> <p>The area of 10.9 Ha was only replanted in 2016 – after all issues have been settled and no further complaint occurred.</p> <p>All records related to land compensation and HGU was documented in a good manner by PA Department.</p>	

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<p>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.</p> <p>-Major compliance-</p>	<p>The land acquisition and/or land compensation was conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha. The compensation process for PT. Agro Indomas has been completed. However, a number of land claim noted – in form of double-claims; whereby it was dealt by through the land dispute settlement. Based on document verification, settlement upon claimant Mr. D*** S*****. All the complaint resolution and payment settlement documents is in place, such as: "Surat penyerahan lahan pengganti untuk Saudara D*** S*****" – hand over minutes for a parcel of replacement land for PT. Agro Indomas to Mr.D*** S*****; signed by complainant, Mr. D*** S*****, representative from PT. Agro Indomas, witness from complainant party namely Mr. R*** S*****, witnessed by village head, kepala adat/demang – customary leader and Camat – district head. There was no monetary compensation because the complainant requesting for replacement land instead of money. Based on interview with local community from Desa Terawan, Desa Lampasa and Desa Banua Usang; they were stated there was no complaint related to land inside HGU from local community, in the past two years. Local communities whose interviewed in separate time and location stated company has completed the land compensation for all land inside HGU PT. Agro Indomas. Based on interview with the individual that received compensation over their land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently between company and landowners. The team "Tim Sembilan" has a specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc.</p> <p>---</p>	<p>Comply</p>

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	<p>The complaint/land claim process was following:</p> <ul style="list-style-type: none"> - Procedure and flowchart LCD 2.1 – socialization/dissemination of new plantation development; - Procedure and flowchart LCD 2.2 – land measurement; - Procedure and flowchart LCD 2.3 – Overlapping land; - Procedure and flowchart LCD 2.4 – Land compensation payment process; <p>Company has assigned a taskforce team on 20th March 2016 to handle conflict resolution; the team is responsible to ensure conflict management in fast and concise manner.</p> <p>All records related to land compensation and HGU was documented in a good manner by PA Department.</p> <p>Based on interview with local communities from villages of Desa Lampasa, Desa Terawan, Desa Banua Usang as well as interview with “Badan Pertanahan Nasional/BPN” and “Dinas Perkebunan”, Kabupaten Seruyan – statement recorded that no land conflict identified between PT. Agro Indomas and other parties, including local communities around HGU of PT. Agro Indomas. The land conflict documentation including claim process, settlement process, ground verification minutes, collaborative measurement minutes, and agreement between both parties. Map of the claimed land has been presented by “Hubungan Masyarakat/Humas” – Public Relation Officer; and PA Department – in a good manner and chronological order. The map indicating the location of claimed land, name of claimant, the hectarage of claimed land. For example the settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b.</p> <p>The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in “Bukti Notulensi Pertemuan” – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by “Kecamatan Seruyan Raya” as per “Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017” dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded the minutes of meeting 16th June 2017.</p> <p>---</p>	

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	<p>Procedure of identification, calculation and compensation for the loss of legal or customary rights is available in place: <u>Land identification procedures as follows:</u> Identifying land or based from land claims incoming from the local community, Inventory and identification of land, document verification, field visit minutes, map overlapping. If it is not compensated yet, then continued to negotiation and payment will be made after both parties are agree. <u>Compensation calculation procedure: as follows:</u> The land compensation team socialize the compensation rate as per the local regulation rates among the landowner, the compensation date may vary on the vegetation/crops/planting on the land, compensation rates are agreed per ha basis land and planting area to be provided to the land compensation team, the land compensation team may agree for a rate within the range approved by the local regulation and company (If required to pay more than approval amount special approval should be received from the Plantation Director, but if the villagers agree with proposed rate, the SOP LCD.2.1 measurement of land for compensation should be followed. <u>Compensation procedure as follows:</u> Identification of land status/legal ownership, field visit, mapping with the landowner using GPS which witnessed by neighbouring and local government officer and result is signed by them, preparing land compensation document, and payment documents, such as: Berita Acara Ganti Rugi – minutes of compensation, maps, statement letters, receipt, photograph as evidence.</p>	
<p>2.2.5</p> <p>For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). -Minor compliance</p>	<p>Based on interview with local communities from villages of Desa Lampasa, Desa Terawan, Desa Banua Usang as well as interview with “Badan Pertanahan Nasional/BPN” and “Dinas Perkebunan”, Kabupaten Seruyan – statement recorded that no land conflict identified between PT. Agro Indomas and other parties, including local communities around HGU of PT. Agro Indomas. The land conflict documentation including claim process, settlement process, ground verification minutes, collaborative measurement minutes, and agreement between both parties. Map of the claimed land has been presented by “Hubungan Masyarakat/Humas” – Public Relation Officer; and PA Department – in a good manner and chronological order. The map indicating the location of claimed land, name of claimant, the hectarage of claimed land. For example the settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b. ---</p>	<p>Comply</p>

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	<p>The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in "Bukti Notulensi Pertemuan" – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by "Kecamatan Seruyan Raya" as per "Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017" dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded in the "Surat Kesepakatan Bersama", dated 16th June 2017. The land dispute settlement documents equipped with land sketch, issued by Desa Selunuk on 19th March 1990 with disputed land of 150,000m³, result from land dispute settlement meeting from previous period in 2013, "Surat Pernyataan Pencabutan Klaim Lahan" – claim cancellation statement signed by Desa Selunuk authorities from previous period in 2015. Case closed on 16th June 2017.</p> <p>Based on interview with the individual that received compensation over their land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently between company and landowners.</p> <p>The team "Tim Sembilan" has assigned with specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc. All records related to land compensation and HGU was documented in a good manner by PA Department.</p>	

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<p>2.2.6</p> <p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p>-Major compliance</p>	<p>Procedure of identification, calculation and compensation for the loss of legal or customary rights is available in place:</p> <ul style="list-style-type: none"> - Procedure and flowchart LCD 2.1 – socialization/dissemination of new plantation development; - Procedure and flowchart LCD 2.2 – land measurement; - Procedure and flowchart LCD 2.3 – Overlapping land; - Procedure and flowchart LCD 2.4 – Land compensation payment process; <p>Company has assigned a taskforce team on 20th March 2016 to handle conflict resolution; the team is responsible to ensure conflict management in fast and concise manner.</p> <p>Company does hired a security personnel, recruited from surrounding communities. Audit team made interviews with local communities from Desa Lampasa, Desa Terawan and Desa Banua Usang as well as interviews with individual that received compensation over their land. It was known that company did not conduct intimidation during the dispute settlement/negotiation process.</p> <p>The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in “Bukti Notulensi Pertemuan” – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by “Kecamatan Seruyan Raya” as per “Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017” dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded in the “Surat Kesepakatan Bersama”, dated 16th June 2017. The land dispute settlement documents equipped with land sketch, issued by Desa Selunuk on 19th March 1990 with disputed land of 150,000m³, result from land dispute settlement meeting from previous period in 2013, “Surat Pernyataan Pencabutan Klaim Lahan” – claim cancellation statement signed by Desa Selunuk authorities from previous period in 2015. Case closed on 16th June 2017.</p>	<p>Comply</p>
<p>Criterion 2.3: Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.</p>		

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<p>2.3.1 Maps of an appropriate scale showing the extent of recognized 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>The land acquisition and/or land compensation was conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha. The compensation process for PT. Agro Indomas has been completed.</p> <p>Based on interview with local communities from villages of Desa Lampasa, Desa Terawan, Desa Banua Usang as well as interview with “Badan Pertanahan Nasional/BPN” and “Dinas Perkebunan”, Kabupaten Seruyan – statement recorded that no land conflict identified between PT. Agro Indomas and other parties, including local communities around HGU of PT. Agro Indomas. However, a number of land claim – in form of double-claims (already paid to original owner, and being claimed again by the descendants or one admitting as the original owner), still accepted and being processed by company. These cases were managed by through the land dispute settlement.</p> <p>The land conflict documentation including claim process, settlement process, ground verification minutes, collaborative measurement minutes, and agreement between both parties. Map of the claimed land has been presented by “Hubungan Masyarakat/Humas” – Public Relation Officer; and PA Department – in a good manner and chronological order. The map indicating the location of claimed land, name of claimant, the hectarage of claimed land. For example the settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b. Map observed to be presented in good scale, sufficient to understand the boundaries; GPS coordinates recorded; minutes of meeting for land measurement signed by both parties and witnessed by village authorities.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>2.3.2 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>The land compensation process for PT. Agro Indomas (Central Kalimantan) has been completed. However, a number of land claim – in form of double-claims (already paid to original owner, and being claimed again by the descendants or one admitting as the original owner), still accepted and being processed by company. These cases were managed by through the land dispute settlement.</p> <p>Record seen:</p> <ul style="list-style-type: none"> - Settlement upon claimant Mr. D*** S*****. All the complaint resolution and payment settlement documents is in place, such as: "Surat penyerahan lahan pengganti untuk Saudara D*** S*****" – hand over minutes for a parcel of replacement land for PT. Agro Indomas to Mr.D*** S*****; signed by complainant, Mr. D*** S*****, representative from PT. Agro Indomas, witness from complainant party namely Mr. R*** S*****, witnessed by village head, kepala adat/demang – customary leader and Camat – district head. There was no monetary compensation because the complainant requesting for replacement land instead of money. - The settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b. Map observed to be presented in good scale, sufficient to understand the boundaries; GPS coordinates recorded; minutes of meeting for land measurement signed by both parties and witnessed by village authorities. - Case conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in "Bukti Notulensi Pertemuan" – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by "Kecamatan Seruyan Raya" as per "Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017" dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded in the "Surat Kesepakatan Bersama", dated 16th June 2017. The land dispute settlement documents equipped with land sketch, issued by Desa Selunuk on 19th March 1990 with disputed land of 150,000m³, result from land dispute settlement meeting from previous period in 2013, "Surat Pernyataan Pencabutan Klaim Lahan" – claim cancellation statement signed by Desa Selunuk authorities from previous period in 2015. Case closed on 16th June 2017. <p>All compensation plans, minutes of land measurement and field verifications, all minute/correspondence related to negotiations, maps, evidence of agreement, evidence of payment compensation records are well documented by PA department.</p>	<p>Comply</p>

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<p>2.3.3 All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>-Minor compliance</p>	<p>The land compensation process for PT. Agro Indomas (Central Kalimantan) has been completed.</p> <p>Company has communicated the positive and negative impact of oil palm plantation and palm oil mill development/construction to all interested parties during the process of initial social-environmental impact assessment. It was later on continued during process of social impact assessment by IPB in 2010.</p> <p>Based on interview with the individual that received compensation over their land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently through negotiatons between company and landowners.</p> <p>The team "Tim Sembilan" has assigned with specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc.</p> <p>All compensation plans, minutes of land measurement and field verifications, all minute/correspondence related to negotiations, maps, evidence of agreement, evidence of payment compensation records are well documented by PA department. The language being used in the forms and documents are Bahasa Indonesia.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>-Major compliance</p>	<p>Based on verification upon compensation record, management statement and interview with communities; it was known that compensation process was carried out directly by company to individual landowners, since informing of plantation development, compensation plan (location, monetary compensation/Ha, etc.), offering, land measurement and field verification, negotiation, landowner agreement, up to compensation payment. However, in each of documentation/process, acknowledged by village authorities and witness from both sides.</p> <p>Based on interview with the individual that received compensation over their land, they stated that company has conducted compensation process since 1995, with the involvement from all relevant stakeholders (called Tim Sembilan) during the negotiation and compensation payment process. The team "Tim Sembilan" was consist of representative from "desa" – villages, "kecamatan" – district level, "wakil adat" – customary leaders and all neighboring parties. The value of compensation was determined independently between company and landowners.</p> <p>The team "Tim Sembilan" has assigned with specific function: only carried out the socialization/dissemination related to compensation process; to act as mediator; to verify the accuracy – in order to confirm that the land belong to the rightful landowners; verifying the land existence – from customary perspective, such as if there is any sacred places, tomb, "sandung" – a sacred totem, etc.</p>	Company
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	<p>A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) holds a long term working plan for at least three years i.e. PT .Agro Indomas 3 (three) year's Business Plans and Budgets; this includes crop projection, Oil Extraction Rate, Cost of Production, Price forecasts, financial indicators, including People Engagement and Recognition cost to speed up workers housing repair and maintenance. The cost of production has been reviewed and compared against expenditure each year with projects in place for future years. This includes production costs per tonne of Crude Palm Oil.</p> <p>---</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>The plan is reviewed on a yearly basis at least. The plan includes: Ensuring sourcing best quality planting materials with improved yields, FFB trends taking into consideration replanting, crop maturity and future extraction rates.</p> <p>Sungai Purun POM: PT. Agro Indomas (Central Kalimantan) was able to demonstrate the budget for Sungai Purun POM financial year started April 2017 – March 2018, April 2018 – March 2019, April 2019 – March 2020. The budget describes the FFB process from company-owned estate, smallholder and third party FFB contractor. The budget was also describing the plan for CPO production, OER, plan for PKP production and KER.</p> <p>Sungai Purun POM was receiving FFB from Plasma Terawan and Plasma Bangkal.</p> <p>The budget was also putting the list of third party FFB contractor.</p> <p>Capital expenditure planned for mill machinery and infrastructure.</p> <p>Sungai Rungau Estate: The budget crop for 3 years coming out from Sungai Rungau Estate was evident. Budget sighted for period April 2017 – March 2018 estimated at 96,319 tons, from planted area of 3,966.70 Ha (24 tons/Ha); April 2018 – March 2019 estimated at 103,434 tons, from planted area of 3,966.70 Ha (25.87 tons/Ha); April 2019 – March 2020 crop estimation 104,011 tons, from planted area of 3,966 Ha (26.02 Ha)</p> <p>There was a parameter budget for Sungai Rungau Estate upkeep: circle and path weeding, selective chemical weeding, lalang eradication, weeding VOP, barn owl nest, rat baiting, Oryctes control, Road maintenance manual, upkeep bridges less than 6 meters, culvert maintenance, palm supplying, boundry marking and sign boards, water structure sand bag news, empty bunch application, etc.</p> <p>Sungai Purun Estate: The budget crop for 3 years coming out from Sungai Purun Estate was evident. Budget sighted for period April 2017 – March 2018 estimated at 93,117 tons, from planted area of 4,109.40 Ha (22.65 tons/Ha); April 2018 – March 2019 estimated at 106,660 tons, from planted area of 4,109.40 Ha (25.95 tons/Ha); April 2019 – March 2020 crop estimation 106,970 tons, from planted area of 4,109.40 Ha (26.03 tons/Ha).</p> <p>---</p>	

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Criterion / Indicator		Assessment Findings	Compliance																											
		<p>Terawan Plasma: Smallholder area for Terawan in Sungai Purun Estate comprises of Kelompok Tani Karya Bakti Desa Terawan 60 Ha. Budget sighted for Plasma Terawan period April 2017 – March 2018 estimated at 1,260 tons, from planted area of 60 Ha (21 tons/Ha); April 2018 – March 2019 estimated at 1,380 tons, from planted area of 60 Ha (23 tons/Ha); April 2019 – March 2020 crop estimation 1,500 tons, from planted area of 60 Ha (25 tons/Ha).</p> <p>Bangkal Plasma: Smallholder area for Terawan in Sungai Purun Estate comprises of Kelompok Tani Sangumang Desa Bangkal, 60 Ha. Budget sighted for Plasma Bangkal period April 2017 – March 2018 estimated at 1,080 tons, from planted area of 60 Ha (18 tons/Ha); April 2018 – March 2019 estimated at 1,380 tons, from planted area of 60 Ha (23 tons/Ha); April 2019 – March 2020 crop estimation 1,470 tons, from planted area of 60 Ha (24.5 tons/Ha).</p>																												
3.1.2	<p>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.</p> <p>- Minor compliance -</p>	<p>The plantation age profile consists of relatively young oil palm. Replanting programme has been started by phases. Phase 1 started for all Socfindo dura 2018 – 2021, phase 2 for oil palm 1996 – 1998, phase 3 for oil palm 1999 - 2000.</p> <p>Replanting Plan for Sungai Rungau and Sungai Purun Estate:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Sungai Rungau Estate (Ha)</th> <th>Sungai Purun Estate (Ha)</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>98.6</td> <td>332.7</td> </tr> <tr> <td>2023</td> <td>246.8</td> <td>391.0</td> </tr> <tr> <td>2024</td> <td>261.1</td> <td>421.9</td> </tr> <tr> <td>2025</td> <td>387.2</td> <td>265.3</td> </tr> <tr> <td>2026</td> <td>596.3</td> <td>329.9</td> </tr> <tr> <td>2027</td> <td>836.8</td> <td>216.9</td> </tr> <tr> <td>2028</td> <td>722.8</td> <td>250.6</td> </tr> <tr> <td>Total</td> <td>3,149.60</td> <td>2,208.3</td> </tr> </tbody> </table>	Year	Sungai Rungau Estate (Ha)	Sungai Purun Estate (Ha)	2022	98.6	332.7	2023	246.8	391.0	2024	261.1	421.9	2025	387.2	265.3	2026	596.3	329.9	2027	836.8	216.9	2028	722.8	250.6	Total	3,149.60	2,208.3	Comply
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Principle 4: Use of appropriate best practices by growers and millers																														
Criterion 4.1:																														
Operating procedures are appropriately documented, consistently implemented and monitored.																														

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.1 Standard Operating Procedures (SOPs) for estates and mills are documented</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) is referring to Agricultural Policies. These Agricultural Policies divided for policies for nursery, land clearing and development, upkeep of immature and mature palm. Each policy developed into Standard Operating Procedures for estate from land clearing to harvesting. This is in the form of a document which includes all relevant SOPs as required. The SOPs are available to all managers and assistants in the estate office, the SOPs covering nursery, land clearing, road system, water management, planting density, soil and water conservation, LCC application, planting technique, immature maintenance, ablation, yield projection, canopy management, fertilizer application, fertilizer sampling, field sampling for nutrient analysis, palm census, infilling palm, thinning out, weeding, POME application, oil palm planting on organic soil, fire prevention, terrace planting, transport FFB, harvesting, etc. All SOP also defines the safe working practices and environmentally friendly method in each activity to be performed:</p> <ol style="list-style-type: none"> 1. "Agro Plantations Pembibitan OP/C1/06/01" dated 6th January 2006 for nursery operation; 2. "Agro Plantations Hutan menjadi Perkebunan Kelapa Sawit OP/C2/06/01" dated 6th January 2006 for land clearing through underbrushing, felling, stacking. Zero burning is company policy; 3. "Agro Plantations Tata Letak Sistem Jalan Perkebunan OP/C3/06/01" dated 6th January 2006 for design and construction of road network for oil palm plantation. This including drainage and harvesting path; 4. "Agro Plantations Manajemen Air dalam Perkebunan Kelapa Sawit OP/C4/06/01" dated 6th January 2006 for drainage system and water management; consideration given to organic soil and sulphur acid soil; 5. "Agro Plantations Kerapatan Tanaman OP/C5/06/01" dated 6th January 2006 for planting density, planting method for coastal area, area with slope, etc. No planting on area with slope > 25^o; 6. "Agro Plantations Konservasi Tanah dan Air OP/C7/06/01" dated 6th January 2006 for soil conservation and water conservation, through terrace contour, platform, silt pits, bund and conservation trench, legume cover crop and vetiver grass planting; 7. "Agro Plantations Teknik Penanaman OP/C8/06/01" dated 6th January 2006 for planting method, planting hole size. 8. "Agro Plantations Ablasi OP/C10/06/01" dated 6th January 2006 for castration/cutting male and female flower during immature phase; <p>---</p>	<p>Comply</p>

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	<p>9. "Agro Plantations Panen OP/C11/06/01" dated 6th January 2006 for harvesting. This procedure including preparation of harvesting path, pre-harvest sanitation, preparation of market place, harvesting round, harvesting quality (ripe, undersipe, overripe, empty bunch, etc.), FFB quality monitoring, FFB transport, etc.;</p> <p>10. "Agro Plantations Pemangkasan Daun Kelapa Sawit OP/C13/06/01" dated 6th January 2006 for pruning oil palm frond – based on age of palm.</p> <p>11. "Agro Plantations Pemupukan OP/C14/06/01" dated 6th January 2006 for fertilizer regime: type of nutrient, type of fertilizer, dosage, timing, placement, etc.;</p> <p>12. "Agro Plantations Pengambilan Sampel di Lapangan untuk Analisis Hara dan Penentuan pertumbuhan OP/C16/06/01" dated 6th January 2006 explains the leaf sampling unit and vegetative measurement;</p> <p>13. "Agro Plantations Pengendalian Gulma di Areal Tanaman Menghasilkan OP/C20/06/01" dated 6th January 2006 for control of weed. This procedure also explains the type of chemical/active ingredients, the dosage for particular/targeted weed;</p> <p>14. "Agro Plantations Manajemen Hama dan Penyakit OP/C21/06/01" dated 6th January 2006 for control of pest and disease: type of pest, means of control, type of chemical, dosage and targeted species;</p> <p>15. "Agro Plantations Digested Palm Oil Mill Effluent Land Application" OP/C13/05/01 dated 15th May 2004 for POME land application.</p> <p>16. "Agro Plantations Oil Palm Planting on Organic Soils" OP/C8Organic Soil/01/07 dated 7th January 2007 explains company policies for planting on organic soil: no planting on organic soil over 3 meters depth or with dense alan forest vegetation – left as conservation area; periphery and main drains should be constructed and connected to main outlet 6 months before commencement of land clearing and stacking; no field planting should be carried out <6 months after land clearing; planting density 160 palms/Ha.</p> <p>17. "Agro Plantations Fire Prevention and Management System" defined the policy for fire prevention programmes through zero burning policy during land clearing, construction offire break, prepare manpower for fire patrol and fire fighting;</p> <p>---</p>	

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	<p>There are standard operating procedures under Palm Oil Operation Manual, indicating all operational areas and station in the mill. In Sungai Purun POM, the SOP consist of 14 parts – starting from weighbridge, loading ramp, sterilizer, thresher station, press station, clarification station, kernel station, boiler station, engine room station, water treatment station, palm oil mill effluent, etc. The mill manual consist of:</p> <ol style="list-style-type: none"> 1. Standar Operasional Prosedur SOP/01 Weighbridge dated 30th March 2015, explains the CPO dispatch procedure, PK dispatch procedure. 2. Standar Operasional Prosedur SOP/02 Loading Ramp dated 30th March 2015, explains the operational procedure of loading ramp, FFB conveyor, FFB lorries, use of rail track, transfer carriage, undertow – including checking of oil level, lorry condition, chain condition, hydraulic leakage, electrical connection before working. 3. Standar Operasional Prosedur SOP/03 Sterilizer dated 30th March 2017, explains the operational of sterilizer, including the safety aspects. Purpose of steam, checking prior to operating sterilizer, sterilizer tool, critical safety device, opening sterilizer door, emergency shutdown. 4. Standar Operasional Prosedur SOP/04 Thresher Station dated 30th March 2017, explains the operational of thresher station. 5. Standar Operasional Prosedur SOP/05 Press station dated 30th March 2017, explains the operational of press station: MDP conveyor, top fruit distribution conveyor, digester, screw press, overflow chute, crude oil gutter, sand trap tank, sand disposal conveyor, oil vibrating screen, screen waste conveyor, crude oil tank, de-sanding system, hot water tank. 6. Standar Operasional Prosedur SOP/06 Klarifikasi dated 30th March 2017, explains the operational of clarification. 7. Standar Operasional Prosedur SOP/07 Kernel Station dated 30th March 2017, explains the operational of machinery kernel station. 8. Standar Operasional Prosedur SOP/08 Boiler Station dated 30th March 2017, explains the operational of boiler station. 9. Standar Operasional Prosedur SOP/09 Engine Room Station dated 30th March 2017, explains the operational of engine room station. 10. Standar Operasional Prosedur SOP/10 Water Treatment Plant dated 30th March 2017, explains the operational of water treatment. 11. Standar Operasional Prosedur SOP/11 Palm Oil Mill Effluent dated 30th March 2017, explains the operational and treatment of palm oil mill effluent. <p>---</p>	

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	<p>They are strategically placed in the specific work areas. These SOPs include all operational areas from reception of FFB to dispatch of CPO. These include reference pictures and photographs demonstrating correct techniques for each area of operations. There are mechanisms in place to ensure all SOPs are followed. With regards to mills, evidences for implementation of SOPs are provided by the completion of log books and operating records which are collected and reviewed by the Mill Engineer.</p> <p>The mill also has prepared the SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017.</p> <p>The procedure explain of:</p> <ol style="list-style-type: none"> Receiving FFB in mill wick will also be clearly segregation between certified and non certified (by RSPO) FFB; Identifying and clearly distinguishing the volumes of FFB received and processed at the mill between RSPO certified/non-certified Identifying and clearly distinguishing the volumes of CPO dan PK produced and delivered by the Mill to both certified/non-certified product (i.e: CPO/PK) 	
<p>4.1.2</p> <p>A mechanism to check consistent implementation of procedures shall be in place.</p> <p>- Minor compliance -</p>	<p>There are specific department performing control and monitoring over field work quality and SOP implementation. Each department do focus on different aspect/activity. The company has EHS team to monitor the OHS and EMS performance.</p> <p>Sungai Purun POM:</p> <p>Checking of operation procedures has implementen by Engineer, as per report of "Visiting Engineer on 2nd March 2017". Main visit report are:</p> <ol style="list-style-type: none"> Mill general data; Man power statement; Production; Production cost; Plant and machinery; Processing; Environmental management system (effluent treatment, land application/composting nad other by product); Safety, health and environment; Mill operation competency scoring; <p>The document also reported the current key issues and recommendation, e.g:</p> <ol style="list-style-type: none"> FFB quality – recommendation is fresh crop to be delivered. To avoid crop more than 24 hours in the filed and mill to process crop on a FIFO basis; OER and KER – recommendation is recovery of losse to done on the same day and not left overnight where it would get washed away by rainwater; <p>---</p>	<p>Comply</p>

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	<p>c. Oil loss to FFB – recommendation is to ensure the machinery spares are made available at all times to ensure that losses are kept to the minimum;</p> <p>Sungai Purun POM has conducted an internal audit for OHS aspects, the report available in document of “Internal Audit record”, dated 17th July 2017, audit was conducted by Mr Saeful Bahri. There are 8 issues are rised (3 conformities status, 4 non conformities, and an observation).</p> <p>Estate: Agronomy department carries out daily inspection for all aspects related to oil palm plantation upkeep. Quality Control team is to monitor the quality of operational activities such as fertilizer application quality, weeding regime, harvesting quality, FFB ripeness and pruning quality. Records are maintained of all the implementation in the form of upkeep records, pruning, fertiliser application, harvesting method and all relevant applications of these SOPs.</p> <p>In addition, Field walk report from Plantation Manager covering harvesting ration, frond placement, FFB loses, upkeep, pruning progress - is performed on regular basis. Records are maintained for any scheduled inspection to ensure each area is operating efficiently and that any breakdowns or other operating issues are reported. Agronomy conducted daily inspection on crop quality and block inspection (daily, monthly) and audit by risk and compliance.</p> <p>Sungai Purun Estate: Monthly Report Agronomy, for periode July 2017:</p> <ol style="list-style-type: none"> Upkeep Category: rat attack under control, upkeep moderate (with minimum weed oncircle and interpalm row); FFB ripeness quality: Divisi I (tonnage 2,981 ton; unripe (0.55%); underipe (3.84%); over-ripe (0.91%); empty (0.16%); rotten (0%); acceptable (95.68%); <p>Daily Report, on 23rd May 2017, the issues are:</p> <ol style="list-style-type: none"> Loose fruit collection rate is low; on average 2.33 Oloose fruit per bunch and average loss is low at 0.78 kg/Ha; High rate of over pruning tinggi (8,02%); 1 bunches not harvested; Rat attack low (3.15%) Row 22/21;14/13 in block E02, Sungai Purun Estate Division 3 – upkeep moderate (weed on interpalm row; <p>---</p>	

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	<p>Report visit from Risk and Compliance, dated 12th July 2017, the issues was EFB application in block (ZJ 102) 700MT of EFB applied in the month of June 2017, size of block is 19 Ha. However this block was not recommended for EFB as well.</p> <p>Plantation Advisory Report (report No.69-2016/2017), dated 23rd January 2017, the issues are:</p> <ol style="list-style-type: none"> 1. There are no issues, just counts black bunches and female flowers status (block A03); 2. Found unproductive palms still stand up near drainage (block B09); 3. Some palms seems showing K deficiency symptoms like orange sports and N/K imbalance gets white stripe (block F05); 4. The collection road found in bare condition due to errorion during heavy rainfall periode (block F05/06); <p>Sungai Rungau Estate: Montly report of QC report in July 2017, the issues are:</p> <ol style="list-style-type: none"> 1. Upkeep category: in division 4 the issue are rat attack controlled, plantation upkeep condition good, in few area the upkeep condition moderate (weed found on circle and interrow); 2. Fertilizing efficiency (in field assessment): Timing (delay 2-4 month) is 29% Supervision (staff present) is 100% Ground condition: good (57%), moderate (43%), bad (0%) Dosage (as recommendation) is 100% Fertilizer placement (appropriate) is 100% Fertilizer spread (good) is 100% <p>Plantation advisory report (No.report 01-2016/17), visit date 23rd January 2017, the issues are:</p> <ol style="list-style-type: none"> 1. Rainfall: rainfall from 2 years ago was very low – therefore affecting this year production; 2. Production to date Desember 2016, yield at 18.54 MT/Ha, compared to budget 17.40 MT/Ha (variance positive 6.15%); 3. Harversing interval 12 days, total harvester 190 (1:21). Harvester ration sufficient; 4. Actual cost over spend due to time difference (over budget 9.84%); 5. Most of the occupational related incident occured to harvester due to short harvesting pole. <p>All of the records of monitoring and any follow-up actions available in indicator 4.1.3</p>	

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<p>4.1.3</p> <p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance -</p>	<p>Sungai Purun POM: Laboratory is responsible to monitor the quality of process. Record seen: Laboratorium Report and Comment dated on 1 – 22nd August 2017: FFB Process: 19,091. 59 MT Oil produced: 3,920.47 MT OER: 20.5% Production Quality: (FFA: 3.98%; Dirt: 0.02%; Moist: 0.22%)</p> <p>Sungai Purun POM has prepared the corrective and corrective action plan of the result of visiting engineer (SPM). The document available in "Defected List on 2nd Visit SPM".</p> <p>There are 97 issues to be followed up, and all of the issues was closed and to continue with monitoring.</p> <p>Sungai Purun Estate: Action taken for the result of QC inspection on 23rd May 2017 (as in indicator 4.1.2), such as:</p> <ol style="list-style-type: none"> 1. The bunches that was not harvested was under mandor Mr. G*** with harvester Mr. A*****. The aforesaid harvester has been given warning and appointed to cut down the bunch and clean the surrounding premise. 2. Estate management planned to have training for workers related to pruning procedure. Training was conducted on 8th June 2017, attended by 45 harvester. <p>Follow up for the result of plantation advisory visit on 23rd January 2017, the action taken are:</p> <ol style="list-style-type: none"> 1. Keep up standards condition and continuous improvements; 2. To assure shortly application internal between Urea and OMP; 3. The collection road need to have re-surfacing with laterite.; <p>Sungai Purun Estate: Action taken for result of Monthly QC inspection report (as stated in indicator 4.1.2), there are:</p> <ol style="list-style-type: none"> 1. The over ripe bunches found due to high duration of harvesting cycle; therefore overripe up to rotten bunches. Correction through levelling harvesting cycle; 2. Check grading will be tighten with OPFO system; 3. Weigh calibration for fertilizer will be more frequent in order to get an even dosage; 	<p>Comply</p>

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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>Finance Manager in coordination with Sungai Purun POM Manager records the amount of third-party sourced FFB – from each supplier.</p> <p>For example Mr.Anang Syahwani, third-party FFB sales period 1 – 14th May 2017 of 23,670 kg – the FFB price stated at Rp.1,420/kg.</p> <p>FFB sales for period 15-25th May 2017 of 5,980 kg – the FFB price stated at Rp.1,420/kg.</p> <p>Sungai Purun POM: PT. Agro Indomas (Central Kalimantan) has identified a number of third-party FFB suppliers. Each FFB suppliers has an agreement with company.</p> <p>Document seen: "Perjanjian Jual Beli TBS No. MILL/BS/TBS/XI/2014/6 antara PT. Agro Indomas dengan Saudara Anang Syahwani" – FFB purchase agreement between PT. Agro Indomas and Mr. Anang Syahwani, dated 5th November 2016. The agreement has laid out and explaining: Object for purchase is FFB that meets requirements/harvesting quality and no-dispute status; time and location for delivery; FFB transportation; FFB price based on agreement between both party; number of bunches and grading process; Empty Fruit Bunch/EFB accesible for supplier with arrangement; FFB handover; Assurance from FFB supplier; Dispute settlement; Timeframe for agreement; Agreement termination. Date of agreement and signing by both party, stating understanding of agreement 5th November 2014.</p> <p>"Perjanjian Jual Beli Tandan Buah Segar (TBS) No.Mill/GMO/TBS/VI/2014/00012" as FFB sales agreement between PT. Multipersada Gatramegah and PT. Agro Indomas.</p> <p>Standard requirements applied. The agreement explains the delivery, price, grading criteria, etc. One of the statements: the FFB supplier guarantee the FFB belongs to the supplier, not from stealing.</p>	Comply
<p>Criterion 4.2:</p> <p>Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			

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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>Agricultural Policies Chapter 14 – Pemupukan. The policies including fertilizer application on immature area, fertilizer application at mature area, timing, placing, methods, EFB application (50 MT/Ha/year), etc.</p> <p>The policy obtained to promptly provide adequate and balanced nutrients for healthy vegetative growth and sustain high economic FFB yield, and strengthen palms resistance against pests and disease.</p> <p>The company has prepared the procedure for fertilizer application (No.MAT 4), version 1, dated on 1st September 2010. The procedure including information on quality and standard, environmental and health and safety concerns.</p>	Comply
4.2.2	<p>Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>Each estate managed to demonstrate Fertilizer Recommendation and Application Schedule. Fertilizer application refers to dosage and time of application lined out within the fertilizer recommendation. Estate shows records of all fertiliser application for all areas including amounts and types of fertiliser used. EFB is also applied – there are records available of where it is applied and amounts for estates near to the mill, e.g.</p> <p>Sungai Purun Estate: Block AO7 (21.70 Ha): Fertilizer recommendation to apply Urea 1.25 kg/palm in April and October 2017, total 4.56 tons; to apply TSP 0.75 kg/palm in July 2017, total 1.37 tons; to apply MOP 2.00 kg/palm in April and October 2017 total 4.0 tons; Dolomite 2.25 kg/palm in February 2018 total 4.11 tons. Actual application: block A14 (21.40 Ha), recommendation to apply Urea 01.25 kg/palm in July 2017, totalling 3.50 tons – applied MOP 2.00 kg/palm, totalling 5.55 tons in July 2017; Application of EFB, there was 75.03 tons applied in block G08 (30.8 Ha), was conducted on 23rd August 2017. Another application 11.94 tons EFB for block B08 (11 Ha) in July 2017.</p> <p>---</p>	Comply

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	<p>Sungai Rungau Estate: Block B16 (33 Ha); was recommended to apply Urea 1.25 kg/palm in April and October 2017, total 10.95 tons; to apply TSP 0.75 kg/palm in July 2017, total 3.28 tons; to apply MOP 2.00 kg/palm in April and October 2017, total 17.51 tons; to apply Dolomite 2.00 kg/palm in February 2018 - total 8.75 tons. Actual application: on 20th May 2017 in block B17 (31 Ha) applied Urea 1.25 kg/palm, totalling 5.08 tons, Blok B18 (35 Ha), applied Uera 1.25 kg/palm, totalling 5.94 tons; in block C15 (18 Ha) applied MOP on 21st August 2017 for dosage 2 kg/palm, totalling 5.12 tons. Application of EFB: in July 2017 in block C15, G19, C23, Za 28, B22, B17 totalling applied 444.7 tons (9 Ha).</p> <p>Plasma Terawan and Plasma Bangkal: In August 2017 was applied Borate in block H3 (totaling 40 kg), block I2 (totaling 140 kg), and in block I3 (totaling 160 kg). Application of EFB in block H01 (2 Ha), totalling 66 tons and in block H02 (6 Ha), totalling application 57.40 tons. EFP application was conducted in March 2017.</p>	
<p>4.2.3</p> <p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance -</p>	<p>A full soil analysis was completed in May 1997, carried out by PARAM Agricultural Soil Survey, Malaysia. The report titled "Soils of the PT. Agro Indomas Plantation Kecamatan Danau Sembuluh Kabupaten Kotawaringin Timur, Propinsi Kalimantan Tengah – May 1997". The area of study covers 14,160 Ha. The elevation in the plantation ranges from 15 meter to less than 100 meters. Slopes in the area range from level undulating to rolling (0-24%) or 0-12^o slopes. The main problem with the plantation has been the low fertility status and poor drainage. A few recommendations made: Use of EFB as organic mulches, monitor soil erosion on rolling land, cover crop terracing, stacking oil palms fronds. The results have been received for each estate. Maps have been produced indicating soil types on each estate in term of detail soil map.</p> <p>The organic soil identified under soil type Gali/organosol hemic, description: dark brown partly decomposed organic soil material about 70 cm deep overlying clay. Very poorly drained organic deposit. The sandy soil identified under soil type Jambu-Arenosol kwarsik, description: deep white sand, structureless, loose. Excessively drained soils on sand deposit.</p> <p>The soil analysis report completed with soil map. ---</p>	<p>Comply</p>

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	<p>The latest soil analysis was reported as in "Data Hasil Analisa Tanah in November 2016", was carried out by "UPT Laboratorium Dasar dan Analitik":</p> <ul style="list-style-type: none"> - Soil analysis for development – initially planned on 10 years. However, altered into 2018. - Delay in fertilizer application - To maintain pruning quality (32-40 fronds up to 15 years old palm); - EFB application and POME application; - Soil nutrient exchange getting more active, improve the physical condition of the soil; - The test for POME content, to add more POME volume; <p>Sungai Purun Estate and Sungai Rungau Estate: Agronomy Team conducted foliar and rachis sample taking to be sent for analysis in order to prepare fertilizer recommendation. Foliar and rachis sample analysis for fertilizer recommendation 2017/2018 was carried out in September 2016 and analysis report dated November 2016.</p> <p>Foliar and rachis sample analysis carried out by Central Alam Resources Lestari. titled: Oil Palm Leaf (Foliar) and Rachis Sample Analysis Year 2016 No.CPS/772/XI/2016, date of report: 8th November 2016. The foliar and rachis samples were taken from each plantation blocks:</p> <p>Sungai Purun Estate: Block C7 – AICK/LC/ZD01/16 identified the results: N 2.56%; P 0.163; K 0.93%; Mg .,27; Ca 0.61%; B 25.7 ppm;</p> <p>Sungai Rungau Estate: Block A16 – AICK/LC/E16/16 identified the result: N 2.54%; P 0.167%; K 0.78%; Mg 0.31%; Ca 0.72%; B 24.3ppm;</p> <p>Terawan Plasma: In Sungai Purun Estate Block F37 – AICK/LC/H01/16 identified the result N 2.5%; P 0.17%; K 1.04%; Mg 0.36%; Ca 0.52%; B 19.1ppm</p>	

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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>Sungai Purun Estate: Application of EFB, there was 75.03 tons applied in block G08 (30.8 Ha), was conducted on 23rd August 2017. Another application 11.94 tons EFB for block B08 (11 Ha) in July 2017.</p> <p>The company has demonstrated the document of land application permit as per “Keputusan Bupati Seruyan No.188.45/19/2015 tentang Izin Pemanfaatan Air Limbah dari Industri Minyak Kepala Sawit pada Tanah di Perkebunan Kelapa Sawit kepada PT. Agro Indomas”, dated 5th January 2015. The quality of POME: BOD max. 5,000 mg/l; and pH: 6-9 with area of land application 563.5 Ha.</p> <p>Budget dan actual of land application in July 2017, e.g: (in division III) block E06A (budget 29.3 Ha; actual 28.3 Ha, block emergency), E07A (budget 31.6 Ha, actual: 20.5 Ha – round 3), E08A (budget 26.3 Ha, actual 26.3 Ha – round 4), E09A (budget 29.2 Ha, actual 29.2 Ha, blok emergency), F07A (budget 29.4 Ha, actual 11.4 Ha – round 2), totaling land application 145.8 Ha.</p> <p>Sungai Rungau Estate: Application of EFB: in July 2017 in block C15, G19, C23, Za 28, B22, B17 totalling applied 444,7 tons (9 Ha). Application of FFB in April 2017 in block C15, B20, G20, G21, G22, B26, ZA28 totalling applied 572.66 tons (11.47 Ha)</p> <p>Terawan and Bangkal Plasma: Application of EFB in block H01 (2 Ha), totalling 66 tons and in block H02 (6 Ha), totalling application 57.40 tons. EFP application was conducted in March 2017.</p>	Comply
<p>Criterion 4.3: Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas 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. Compared to the conservation status/HCV, the peat area falls under <i>Gali</i> type while heath forest falls under <i>Jambu</i> type. PT Agro Indomas shows map for each estates, all with relevant soil type, topographic condition and river/waterways location. The plantation is relatively flat.</p>	Comply

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4.3.2	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor 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> <p>Based on slope map in plantation of PT. Agro Indomas (Central Kalimantan), in reference to "Tata Guna Hutan Kesepakatan (TGHK) tahun 2003, Kabupaten Kota Waringin Timur dan Seruyan Propinsi Kalimantan Tengah. Skala 1:35.000 (sumber peta: peta rupa bumi, peta kerja PT Agro Indomas, SRTM)" and HCV report "Laporan Kegiatan Identifikasi dan Analisa Keberadaan NKT di Areal Perkebunan Kelapa Sawit PT. Agro Indomas" – shows that PT. Agro Indomas located on a flat area (90%) and the rest is undulating with slope 8-15%.</p> <p>Sungai Rungau Estate: The predominant soil type in the plantation <i>Kyg, Cht</i> and <i>Jht</i>. Sungai Rungau soil management unit identified. Sample: Unit A2 mineral; issues identified high P fixation, poor nutrition; special management attention: high single dose P input. Unit E organic; issues identified such as high K input, water management, poor root anchorage; special management attention: regulate water table, compaction at planting, high MOP input. Unit F sandy; issues identified such as root impediment (hard pan), high leeching, poor water holding capacity, poor nutrition; special management attention: aeration drainage (break hard pan), EFB mulching, small dose fertilizer but in frequent application.</p>	Comply
4.3.3	<p>A road maintenance programme shall be in place.</p> <p>- Minor compliance -</p>	<p>Road maintenance program prepared by estate each year; evidence of maintenance was recorded in the "Road Maintenance Program", available for 2017. Realization of road maintenance program has been periodically monitored in monthly basis and also the company was providing road map realization to monitor road maintenance program is properly implemented.</p> <p>Sungai Purun Estate: Program fo compacting and regarding in 2017 is 95 km, actual progress to date 17 km for collection road and 3.2 km for main road.</p> <p>Sungai Rangau Estate: Program for grader and recompacting in 2017 are 15.1 km (collection road), 4.8 KM (main road), and 4.5 km (boundary road). Actual realization to date for collection road 8.5 km (on progress), for main road 3.3 km.</p>	Comply

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4.3.4	<p>Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place.</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) and PT. RIM Capital: Agricultural Policy Chapter 4 – Water management at oil palm plantation No.OP/C4/06/01 dated 1st June 2006. SOP explains drainage dimension (upper x lower x depth) Main drain - 4m x 1m x 2m; Collection drain - 2,0m x 0,6m x 1,75m; Field drain - 1m x 0,3m x 1m; it is also explaining positioning of drain, intensity, maintenance and water management (to maintain water level at 60-90 cm for non-acid sulphate soil and 45-60 cm for acid sulphate soil).</p> <p>Based on verification the map of "Soil Management Unit" has indicated areal peat land (organic), Sungai Purun Estate about 31,8 Ha, detail location in block E106, F106, G106, H106, however based on field visit in the location, there are no oil palm was planted. It was left as part of conservation area.</p>	Comply
4.3.5	<p>Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing.</p> <p>- Minor compliance -</p>	<p>There was no planning for replanting on organic soil. However, company has lined out company policy for organic soil and best management practice to meet critical parameter. "Agro Plantations Oil Palm Planting on Organic Soils" OP/C8Organic Soil/01/07 dated 7th January 2007 explains company policies for planting on organic soil: drainability (detail topography map, particularly over the low-lying area first) and organic soil profile study must be done prior organic soil development, with the aim to determine its long term drainability (by gravity) and the economic life span of organic soil for oil palm cultivation; no planting on organic soil over 3 meters depth or with dense alan forest vegetation – left as conservation area; periphery and main drains should be constructed and connected to main outlet 6 months before commencement of land clearing and stacking; no field planting should be carried out < 6 months after land clearing; planting density 160 palms/Ha. Critical parameter has been set: effective drainage, water management, adequate (bulk density >0.2 gram/cm³) organic soil compaction and balance nutrient input are vital.</p>	Comply

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4.3.6	<p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>- Minor compliance -</p>	<p>Agronomy Department made recommendation for area with poor drainage, for instance in Mineral soil: through balanced fertilizer regime; for sandy soil the recommendation made was to apply empty fruit bunch/EFB. Application of EFB as in indicator 4.2.4, Sungai Purun Estate: Application of EFB, there was 75.03 tons applied in block G08 (30.8 Ha), was conducted on 23rd August 2017. Another application 11.94 tons EFB for block B08 (11 Ha) in July 2017.</p> <p>Sungai Rungau Estate: Application of EFB: in July 2017 in block C15, G19, C23, Za 28, B22, B17 totalling applied 444,7 tons (9 Ha). Application of FFB in April 2017 in block C15, B20, G20, G21, G22, B26, ZA28 totalling applied 572.66 tons (11.47 Ha).</p> <p>Terawan and Bangkal Plasma: Application of EFB in block H01 (2 Ha), totalling 66 tons and in block H02 (6 Ha), totalling application 57.40 tons. EFB application was conducted in March 2017.</p>	Comply
<p>Criterion 4.4: Practices maintain the quality and availability of surface and ground water.</p>			
4.4.1	<p>An implemented water management plan shall be in place.</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) demonstrate Water Management Plan OP.EHS.WMP-01 dated 1st May 2012, explains water management plan for nursery; pre-mixing of chemical spraying; prohibition of spraying in riparian zone, training for sprayer gang to minimize pollution risk; road maintenance with silt pit and planting water grass; in field water management with water dam, drainages and regular maintenance of water body, riparian management regime through conservation zone marking, rehabilitation and manual upkeep.</p> <p>Management demonstrates number of effort to monitor the water quality, erosion control practices and maintenance of water-drainage infrastructure. Monitoring and analysis result of water quality reported regularly through Environmental management and monitoring report - "Laporan Pelaksanaan RKL/RPL periode Semester II 2016 dan Semester I 2017". The report comprises of ground water and surface water quality test, river water quality test, phyto-plankton-zooplankton-benthos analysis; all found within allowed level.</p> <p>---</p>	Comply

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	<ol style="list-style-type: none"> 1. Report of analysis No.04005-42/LHP/V/2017 on surface water for sample identification in Rungau River (upstream nursery) tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT Unilab Perdana. The result has shown under requirement as in Government Regulation No.82 year 2001. 2. Report of analysis No.04005-43/LHP/V/2017 on surface water for sample identification in Purun River (downstream) tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT Unilab Perdana. The result has shown meet with requirement as in Government Regulation No.82 year 2001 class II. 3. Report of analysis No.04005-45/LHP/V/2017 on surface water for sample identification in Pakayung River (upstream) tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet with requirement as in Government Regulation No.82 year 2001 class II. 4. Report of analysis No.04005-46/LHP/V/2017 on surface water for sample identification in Petabatan River tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet with requirement as in Government Regulation no 82 year 2001 class II. 5. Report of analysis No.04005-47/LHP/V/2017 on surface water for sample identification in Sandung River tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet with requirement as in Government Regulation No.82 year 2001 class II. 6. Report of analysis No.04005-51/LHP/V/2017 on surface water for sample identification in Air Kuning River tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet requirement as in Government Regulation No.82 year 2001 class II. 7. Report of analysis No.04005-52/LHP/V/2017 on surface water for sample identification in Sembuluh like tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet requirement as in Government Regulation No.82 year 2001 class II. 8. Report of analysis No.04005-43/LHP/V/2017 on surface water for sample identification in Rungau River (after Ramania) tested for physical, chemical and microbiology, dated of analysis on 2nd – 15th May 2017 conducted by PT. Unilab Perdana. The result has shown meet requirement as in Government Regulation No.82 year 2001 class II. 	

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<p>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.</p> <p>- Major compliance -</p>	<p>Based on field visit to Purun river, Sungai Purun Estate, Block A6 – A7 and riparian of Pekayung river in Sungai Rungau Estate, Block B21/C21, showing that company has demonstrating effort to protect water source, through:</p> <ol style="list-style-type: none"> 1. Installing boundary marker in Landau river in form of poles and incorporated into GIS coordinates, and install signboard to warn workforce and community that company prohibit fish poisoning, electrocuting fish, cutting trees in river buffer zone; 2. Company warned workforce that no chemical and fertilizer can be applied on the river buffer zone. 3. Company maintained the natural vegetation cover in the river buffer zone. <p>Based on field verification to Sungai Rungau Estate, block E34 near the Rungau river riparian, and Sungai Purun Estate, block B6; company was able to demonstrates effort to protect the water courses in form of:</p> <ul style="list-style-type: none"> - Determining/marketing the riparian zone with oil palm plantation in form of painted poles (red-white). The marking was also practiced in form of red paint marking on the outter palm trees, outside the riparian boundary. - The other form of marking was inspection road outside river riparian zone, on the outer side at the edge of the HGU boundary – as seen in Sungai Rungau Estate, block E34; - Frond stacking against countour line to minimize surface runoff to water course; - To prohibit blanket spraying and/or sparying in the riparian zone; - Maintain the natural ground cover; - Installed poles to keep palm frond – at low lying area to minimize palm frond getting into water course; - Company has a nursery for native hardwood, to be planted in the riparian area, as well as specie enrichment. <p>Company told harvesters to do frond stacking in U shape and to maintain ground cover (Neprolepis) as effort to minimize erosion to water body.</p>	<p>Comply</p>

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<p>4.4.3 Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6).</p> <p>- Minor compliance -</p>	<p>Sungai Purun POM: POME from recovery tank pumped into basculator, into cooling pond, into anaerobic pond transferred to aerobic pond,, onto facultative pond, from facultative pond pumped out for land application. BOD of effluent is monitored with regards to land application and in accordance to government regulation "Peraturan Menteri Lingkungan Hidup No.28 tahun 2003". BOD sample is taken regularly and tested by an independent laboratory.</p> <p>Company has consistently monitored the water quality, both for surface water (river), water that utilized by worker (wells), water source utilised by local communities (lake and community's well), including the waste water quality based on government regulation. Result of BOD sampling analysis has shown that no more than 5,000 mg/Liter as regulated in "Peraturan Menteri Lingkungan Hidup No.28 tahun 2003", sample seen:</p> <ol style="list-style-type: none"> 1. WWTP Inlet Sungai Purun Mill - Report of Analysis No 00665-05/LHP/I/2017 on subject waste water test, tested for physical and chemical analysis on 6th – 18th January. The result has shown meet with the regulation "Peraturan Menteri Lingkungan Hidup No.28 tahun 2003", conducted by PT. Unilab Perdana. 2. WWTP Outlet Sungai Purun Mill - Report of Analysis No 00665-06/LHP/I/2017 on subject waste water test, tested for physical and chemical analysis on 6th – 18th January. The result has shown meet with the regulation "Peraturan Menteri Lingkungan Hidup No.28 tahun 2003", conducted by PT. Unilab Perdana. 	<p>Comply</p>

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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>Sungai Purun Mill: The water usage report for Sungai Purun mill available under "Daily Mill Production Report", covers: water use for FFB processing, domestic use, office use, central workshop, etc. The target sets at 0.90 m³ (in 2016 and 2017) water use per tonne FFB processed. Data seen:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Process (ton)</th> <th>Water usage (m³/ton FFB processed)</th> </tr> </thead> <tbody> <tr> <td>September 2016</td> <td>22,786</td> <td>0.72</td> </tr> <tr> <td>October 2016</td> <td>24,322</td> <td>0.61</td> </tr> <tr> <td>November 2016</td> <td>23,852</td> <td>0.69</td> </tr> <tr> <td>December 2016</td> <td>20,736</td> <td>0.76</td> </tr> <tr> <td>January 2017</td> <td>11,789</td> <td>1.03</td> </tr> <tr> <td>February 2017</td> <td>12,256</td> <td>0.89</td> </tr> <tr> <td>March 2017</td> <td>13,487</td> <td>0.83</td> </tr> <tr> <td>April 2017</td> <td>15,695</td> <td>0.73</td> </tr> <tr> <td>May 2017</td> <td>22,967</td> <td>0.78</td> </tr> <tr> <td>June 2017</td> <td>19,843</td> <td>0.87</td> </tr> <tr> <td>July 2017</td> <td>26,478</td> <td>0.77</td> </tr> </tbody> </table> <p>Management explained the water use/ton FFB processed in January 2017 was above target due to any process for water circulation in boiler station.</p>	Month	FFB Process (ton)	Water usage (m ³ /ton FFB processed)	September 2016	22,786	0.72	October 2016	24,322	0.61	November 2016	23,852	0.69	December 2016	20,736	0.76	January 2017	11,789	1.03	February 2017	12,256	0.89	March 2017	13,487	0.83	April 2017	15,695	0.73	May 2017	22,967	0.78	June 2017	19,843	0.87	July 2017	26,478	0.77	Comply
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<p>Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>																																							
4.5.1	<p>Implementation of Integrated Pest Management (IPM) plans shall be monitored.</p> <p>- Major compliance -</p>	<p>The company has a procedure Pest and Disease Management under the Agronomy Manual to control the pest, "Manajemen Hama dan Penyakit" Doc.No.OP/C21/06/01. IPM plan covers the monitoring of pest attack through census on rat, leaf eating caterpillar, rhinoceros beetle and disease attack (<i>ganoderma</i>). Planting of beneficial plant such as <i>Turnera subulata</i>, <i>Antigonon leptosus</i>, <i>Cassia torra</i>. Agronomy gives recommendation to implement beneficial plant with composition 60% <i>Cassia cobanensis</i>; 20% <i>Turnera Subulata</i>; 20% <i>Antigonon leptopus</i> to be placed in area with history of leaf eating caterpillar. Barn owl installation to control rat attack, monitoring of barn owl box occupancy 8 boxes, ratio 1:240 Ha, planned to have 12 new barn owl boxes; pheromone trap for rhino beetle, monthly monitoring of rhino beetle trap; Monitoring of leaf eating caterpillar.</p> <p>---</p>	Comply																																				

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	<p>Sungai Purun Estate: Barn owl box monitoring, latest on 15th August 2017 indicated Sungai Purun Estate (block A13, A11, A08, B13, B11, B08, B06, C13, C11, C08, D08, D08, D06) has 9 inhabited boxes from 13 boxes. There are 22 eggs, 9 hatches (occupation 69 %). Black Bunch Census for quarter August – November 2017 evident. The record shown that there are 0.35% rat attack.</p> <p>Sungai Rungau Estate: Barn owl box monitoring, latest on 15th August 2017 indicated Sungai Rungau Estate has 21 inhabited boxes from 39 boxes. There are 13 eggs, 21 hatches (occupation 54 %). Black Bunch Census for period June – September 2017. The record shown that there are 1.22% rat attack. Upkeep of beneficial plant <i>Cassia cobanensis</i> and <i>Turnera</i>, in block B18, E18, G22, C28, F25, C30, D32, C38, ZA29 during in March 2017.</p> <p>Terawan and Bangkal Plasma: Black Bunch Census for block A and block B (in Plasma Bangkal), record shows no rat attack (0%) during period of August – November 2017. Black Bunch Census for block H03, I02, and I03 (in Plasma Terawan), record shows no rat attack (0%) during period of August – November 2017.</p>	
<p>4.5.2</p> <p>Training of those involved in IPM implementation shall be demonstrated.</p> <p>- Minor compliance -</p>	<p>Field assistant provide briefing to worker on pest and disease attack. Training Centre accommodates the Integrated Pest Management training for field officer. Training records made available and maintained by the Training Centre. Trained field officer performed pest and disease census as part of early warning system. Record of pest and disease census is maintained. The implementation is monitored and includes rat damage census or any beetle attack.</p> <p>The extent of planting of beneficial plants is also noted and recorded, continuous program in Sungai Rungau Estate. Field inspection to Lampasa Estates confirmed there has been no large/major pest and disease infestation, or other disturbance at this stage.</p> <p>Sungai Purun Estate: Training for BBC census conducted on 20th March 2017, attended by 11 workers. (Mrs. TU, Mrs. SL, Mrs. Naning, etc). The training was covering for plasma area.</p> <p>Sungai Rungau Estate: Training on black bunch census provided for 16 upkeep workers, conducted on 18-19th July 2017.</p>	<p>Comply</p>

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Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment		
4.6.1	<p>Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available.</p> <p>- Major compliance -</p> <p>The company has shown that all pesticides which used by the company included in approved registered pesticide by Agriculture Ministry (2017). The justification provided under the agricultural policy. The result on visit in chemical storage and the records list confirmed only registered and approved chemical are used.</p> <p>The company using approved agrochemical such as:</p> <ol style="list-style-type: none"> 1. Perfektan 405 EC (active ingredient dimetoat: 405 g/l) register No.RI.01010120011583 valid up to 8th August 2021; 2. Metsulindo 20 WO (active ingredient metil metsulfuron 20%) register No.RI.0103011999914843 valid up to 5th May 2021; 3. Kenrane 288 EC (active ingredient fluroksipir-1-metil heptil ester 288 g/l) register No.01030120103759 valid up to 12th December 2020; 4. Kenlon 480 EC (active ingredient triklopir butoksi etil ester 480 g/l) register No.01030120062433 valid up to 12th December 2021; 5. Elang 480 SL (active ingredient Isopropil Amina Glifosat 480 g/l) register No.01030119941170 valid up to 12th December 2021; 6. Abolisi 865 SL (active ingredient 2.4 Dimetil Amina 865 g/l) register No 01030120062199, valid up to 17th December 2019. <p>PT. Agro Indomas (Central Kalimantan) conducting Volatile Oil Palms/VOPs Control Trial to evaluate <i>glyphosate</i> as alternative to <i>paraquat</i> controlling volatile oil palms. The trial carried out in December 2011. The designed trial was for colony of VOPS replicates 3 times; a different rate/Ha was put on trial: <i>Glyphosate</i> 2.8 liters/Ha, <i>Glyphosate</i> 3.5 liters/Ha, <i>Glyphosate</i> 4.2 liters/Ha, <i>Glyphosate</i> 4.9 liters/Ha, <i>Glyphosate</i> 5.6 liters/Ha and <i>Paraquat</i> 2.8 liters/Ha. Mean of assessment through visual assessment of percentage of weed killed and weed regeneration at 2 week interval up to 12 weeks. The result showed dosage of <i>Glyphosate</i> 5.6 liters/Ha – 400 ml/16 liters knapsack have similar effect (percentage of weed killed and weed regeneration) as <i>Paraquat</i> 2.8 liters/Ha – 200 ml/16 liters knapsack.</p>	Comply

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4.6.2	<p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.</p> <p>- Major compliance -</p>	<p>Data on pesticide usage are recorded by each estate and compiled by EHS team. All estates are now recording pesticide used including active ingredients used, area treated, amounts used per ton FFB, hectare of application and number of application for each area. These records are re-captured in the Estate Monthly Report.</p> <p>Pesticide toxicity units monitored (LD50), such as: Sungai Rungau Estate maintain record of herbicide in September 2016-July 2017, such as:</p> <table border="1"> <thead> <tr> <th>Chemical</th> <th>Active ingredient</th> <th>Application (liter or kg)</th> <th>A.i. used</th> <th>a.i per Ha applied (gr/Ha)</th> </tr> </thead> <tbody> <tr> <td>Bestup</td> <td>Isopropil Amina Glifosat 480 gr/lit</td> <td>3,600.4</td> <td>1,728.19</td> <td>259.25 gr/Ha</td> </tr> <tr> <td>Prima Puron</td> <td>Isopropil Amina Glifosate 480 gr/lit</td> <td>191.2</td> <td>92.16</td> <td>24.1 gr/Ha</td> </tr> <tr> <td>Dalopir</td> <td>Triclophyr 480 gt/lit</td> <td>372.9</td> <td>178.56</td> <td>35.91 gr/lit</td> </tr> <tr> <td>Maxitol</td> <td>Dimetil amina 865 gr/lit</td> <td>40.7</td> <td>35.205</td> <td>0.616 gr/Ha</td> </tr> </tbody> </table>					Chemical	Active ingredient	Application (liter or kg)	A.i. used	a.i per Ha applied (gr/Ha)	Bestup	Isopropil Amina Glifosat 480 gr/lit	3,600.4	1,728.19	259.25 gr/Ha	Prima Puron	Isopropil Amina Glifosate 480 gr/lit	191.2	92.16	24.1 gr/Ha	Dalopir	Triclophyr 480 gt/lit	372.9	178.56	35.91 gr/lit	Maxitol	Dimetil amina 865 gr/lit	40.7	35.205	0.616 gr/Ha	Comply
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<p>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.</p> <p>- Major compliance -</p>	<p>Based on record, there is no use of pesticide. The use of herbicide is generally reduced. The application each type of agrochemical for each estate is based on Agronomy Department recommendation, as lined out under Parameter budget. The parameter budget defines the time of application (round per year), targeted Ha man-day, dosage per hectare, chemical to use (including active ingredient), percentage of application and target species (to be treated). The parameter budget implemented and recorded in Daily Plantation Work Order Plan.</p> <p>No prophylactic use of pesticide.</p> <p>In PT. Agro Indomas (Central Kalimantan), has a research for rat population, Based on rat trapping, it was found that the rat population was high. Agronomy suggesting rat baiting to "Menekan populasi Tikus". Agronomy has a correspondence to all estate manager related to establishment of barn owl nest boxes. The planning explained "For better systematic establishment over a large area, it is recommended to set up boxes density 1 box per 120 Ha initially, over the entire estate. When the population of barn owl increase, the density of nest boxes should be increase accordingly. 1st phase 1 box per 4 blocks (120 Ha); 2nd phase 2 box per 2 blocks (60 Ha); 3rd phase 1 box per 1 block (30 Ha) and 4th phase 1 box per 15 Ha.klerat Racumin, active ingredient coumatetreyl (0.04 w/w) used as it was using anti-coagulant second generation; less dangerous to barn owl.</p> <p>Sungai Purun Estate and Sungai Rungau Estate have a joint chemical store.</p> <p>Sungai Purun Estate - Budget for herbicide in 2017:</p> <ol style="list-style-type: none"> 1. Glyphosate (best up) budget: 7,215.88 liters; 2. Triclopir (dalopir) budget: 616.00 liters; 3. Methyl (prima puron) budget: 628 grams; 4. Dimethyl amine (maxitol) budget: 58 liters; 5. Oryctes control (Pheromone), budget 164 pieces; 6. Klerat (Rat baiting): 18,081 kg for rat attack above 20%; <p>Sungai Rungau Estate Budget for herbicide in 2017:</p> <ol style="list-style-type: none"> 1. Glyphosate (best up) budget: 5,152.63 liters; 2. Triclopir (dalopir) budget: 593.42 liters; 3. Methyl (primafuron) budget: 607.01 grams; 4. Dimethyl amine (maxitol) budget: 55.39 liters; 	<p>Comply</p>

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<p>4.6.4 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 not banned in Indonesia. Company has a commitment to minimise the use of paraquat, limited to specific target species. The application paraquat for each estate is based on Agronomy Department recommendation, as lined out under Parameter budget. The parameter budget defines the time of application (round per year), targeted Ha man-day, dosage per hectare, chemical to use (including active ingredient), percentage of application and target species (to be treated).</p> <p>PT. Agro Indomas (Central Kalimantan) conducting Volatile Oil Palms/VOPS Control Trial to evaluate <i>glyphosate</i> as alternative to <i>paraquat</i> controlling volatile oil palms. The trial carried out in December 2011. The designed trial was for colony of VOPS replicates 3 times; a different rate/Ha was put on trial: <i>Glyphosate</i> 2.8 liters/Ha, <i>Glyphosate</i> 3.5 liters/Ha, <i>Glyphosate</i> 4.2 liters/Ha, <i>Glyphosate</i> 4.9 liters/Ha, <i>Glyphosate</i> 5.6 liters/Ha and <i>Paraquat</i> 2.8 liters/Ha. Mean of assessment through visual assessment of percentage of weed killed and weed regeneration at 2 week interval up to 12 weeks. The result showed dosage of <i>Glyphosate</i> 5.6 liters/Ha – 400 ml/16 liters knapsack have similar effect (percentage of weed killed and weed regeneration) as <i>Paraquat</i> 2.8 liters/Ha – 200 ml/16 liters knapsack.</p> <p>Based on document verification in Sungai Purun Estate, Sungai Rungau Estate have shown there was no use of paraquat in 2017.</p> <p>Additional interview with sprayers also indicate: throughout 2017 there was no more spraying of fern and/or VOP and/or woodies that was using paraquat in Sungai Purun Estate and Sungai Rungau Estate.</p>	<p>Comply</p>

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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>Based on visit in chemical store was in good condition. Chemical storekeeper provides Material Safety Data Sheet/MSDS for each chemical stored in the premise. Chemical stored in the store such as Best up (active ingredient: Glyphosate), Dalopir (active ingredient: Triclopyr), Primafluron (active ingredient: Methylmetsulfuron) etc.</p> <p>Sungai Rungau Estate: "Pelatihan Penyemprotan yang Baik dan Benar" dated 10th July 2017, attended by 17 sprayers and supervisor; and on 19th July 2017 was attended by 13 sprayers and supervisor.</p> <p>Sungai Rungau Estate: "Pelatihan Penyemprotan yang Baik dan Benar" dated 15th July 2017, attended by 11 sprayers and supervisor; and on 6th June 2017 was attended by 9 sprayers and supervisor.</p> <p>Based on interview with storekeeper (Mr Eng) confirmed that have been aware related to handling. He has attended the training on pesticide handling on 12th April 2017.</p>	Comply
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> <p>The management of waste material from empty pesticide container regulated as per "SOP Pengelolaan Limbah" No.SOP-WM-01 rev.04 dated 21st April 2012, chapter 4. Hazardous Waste Management. Sungai Purun Estate and Sungai Rungau Estate demonstrate hazardous waste production record – "Catatan Produksi Limbah B3". The company has temporary hazardous waste storage with license, where all hazardous waste from all estates and mills collected. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent for licensed contractor for appropriate disposal.</p> <p>Sungai Purun Estate dan Sungai Rungau Estate: Chemical storage location in Sungai Rungau Estate. Chemical container used has delivered to temporary hazardous waste storage in Central Workshop (CWS).</p> <p>---</p>	Comply

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		<p>Evidence taken:</p> <ul style="list-style-type: none"> - "Surat pengiriman limbah B3 ke TPS B3", source storage of chemical in Sungai Purun Estate, on 8th August 2017, such as: jerry can ex chemical 20 liters (27 pieces), plastic ex fertilizer bag (35 sacks), oil filter (26 pieces), waste oil (1 drum), contaminated spill kit (1 gunny bag); - "Surat pengiriman limbah B3 ke TPS B3", source storage of chemical in Sungai Purun Estate, on 18th July 2017, such as: ex-pesticide bottle 1 liter (131 pieces), jerry can ex chemical 20 liters (58 pieces), plastic ex fertilizer bag (15 sacks), oil filters (15 pieces), contaminated rags (8 pieces), contaminated apron (16 pieces), contaminated rubber gloves (22 pieces) 	
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 use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques.</p> <p>Sungai Purun Estate: Callibration report for spraying equipment, on 20th March 2017 for 40 knapsack. Calliberation report for spraying equipment, on 16th June 2017 for 40 knapsack.</p> <p>Sungai Rungau Estate: Calliberation report for spraying equipment, on 30th March 2017 for 29 knapsacks. Calliberation report for spraying equipment, on 12th June 2017 for 29 knapsacks.</p>	Comply
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>	<p>There is no aerial application of pesticides in all operating units.</p>	N/A

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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>	<p>Periodic training on pesticide handling had been carried out for the workers. Information on the pesticides displayed on the agrochemical storage.</p> <p>Sungai Rungau Estate: "Pelatihan Penyemprotan yang Baik dan Benar" dated 10th July 2017, attended by 17 sprayers and supervisor; and on 19th July 2017 was attended by 13 sprayers and supervisor.</p> <p>Sungai Rungau Estate: "Pelatihan Penyemprotan yang Baik dan Benar" dated 15th July 2017, attended by 11 sprayers and supervisor; and on 6th June 2017 was attended by 9 sprayers and supervisor.</p>	Comply
4.6.10	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance -</p>	<p>Empty 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: PT. Raja Ampat Nusantara based on "Surat Keputusan No.2400/AJ309/DJPD/2014/3301001 tentang Izin Penyelenggaraan Angkutan Barang Khusus" dated 12 May 2014 until 12 May 2019.</p> <p>Records of hazardous waste had been verified to be satisfactory.</p>	Comply

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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>There are medical checks provided for pesticide sprayer and chemical handlers - this is conducted at least annually. PT. Agro Indomas (Central Kalimantan) called the medical test as "Biomonitoring" – program for pesticide exposure control in form of cholinesterase test for sprayers, fertilizer applicator and upkeep worker.</p> <p>The company has prepared the procedure on Medical Check up – cholinetrace for fertilizer and spayer no SPO-MED-38, dated 17th January 2017.</p> <p>Sample taken for Sungai Rungau Estate: "Bimonitoring Program fro Pesticide Expose Control (sprayer, conducted on 16th March 2017 (semester 1, 2017), attended by 40 sprayers, fertilizer, supervisor. The result: Normal (no indication of intoxication, fit for spraying/fertilizer work). The result has communicated to all employees (40 workers), as per document of "Interpretasi Hasil Pemeriksaan Cholinestrace". E.g: Mrs. Binah, Mrs Daryati, Mrs. Diah Ari Sianti, Mrs. Filiyanti, etc.</p> <p>Sample taken for Sungai Purun Estate: "Bimonitoring Program fro Pesticide Expose Control (sprayer, conducted on 15th March 2017 (semester 1, 2017), attended by 101 sprayers, fertilizer, supervisor. The result: Normal (no indication of intoxication, fit for spraying/fertilizer work). e.g: Mrs. Sulatmi (FIT), Sumiati (FIT), Bernand (FIT), Suminnah (FIT), Muryanti (FIT). The result has communicated to all employees (40 workers), as per document of "Interpretasi Hasil Pemeriksaan Cholinestrace. E.g: Mrs. Suminah, Mrs. Sumiyati, Mrs. Tuminah, Mrs. Muryanti, Mrs. Partini, etc.</p>	Comply
4.6.12	<p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p>Record of maternity check as early warning system implemented. Record show the "Form pemeriksaan Kehamilan dan Menyusui" is completed for every week. Should a female worker pregnant and/or breastfeeding, company placed the worker onto light-work area with no exposure to chemical substances.</p> <p>Record seen: Sungai Rungai Estate: "Form Pemeriksaan Kehamilan dan Menyusui" weekly, e.g: – period 21st August 2017, 14th August 2017, 7th August 2017. Record shows no pregnant and/or breast-feeding female worker performing spraying and/or fertilizer application. E.g: Mrs Miswati, Mrs Zubbedi, Mrs Sumarni, etc.</p> <p>Sungai Purun Estate: "Form Pemeriksaan Kehamilan" weekly-, e.g: dated 21st August 2017, 14th August 2017, 7th August 2017. Based on the form, it is known Mrs Tuminah, Mrs Sumiyati, Mrs Sumiati were not pregnant of breast-feeding.</p>	Comply

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<p>Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>		
<p>4.7.1</p>	<p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p> <p>The company has been implementing Occupational Health and Safety System at Terawan mill and its supply-base (certified OHSAS 18001:2007 since year 2009). General policy on Environmental, Health and Safety available under Decree of Chief Operating Officer of PT. Agro Indomas on 4th May 2015 (Mr. SU). The policy covers mitigation on all risks to health and safety at all workplace (mill and estate), as follows:</p> <ul style="list-style-type: none"> - Implement the principles of sustainable palm oil by including environmental, health and safety, social, and economic consideration in all management decisions; - Prevent pollution and contamination to air, land and water - Prevent occupational accident, injury & ill health caused by working condition - Comply with all applicable environmental, health and safety legislation, and other applicable requirement. - Set and review objectives, targets, and programs for environmental, health and safety performance, - Conduct accident investigations and audit programmes to ensure continues health and safety improvement. - Allocate sufficient resources for implementation of the policy - Provide appropriate information, instruction and training to ensure awareness of employees and contractors - Communicate the policy to employees, contractors and suppliers and make it available to interested parties. <p>The policy available has been made available in Indonesian language as appropriate language and has been socialized to all employees through regular briefing and poster. Field visit in mill confirmed that the policy has been made available at public area and all workers has aware on the policy.</p> <p>The company has had Integrated Management System (IMS) Manual under document number IMS.M-01 dated May 4, 2015, covering all aspect of Environmental, Health, and Safety Implementation: planning, implementation and operations, checking, management review. Identification of EHS legal requirement and other requirement has been done as seen under document number IMS.P02 dated May 2015.</p> <p>---</p>	<p>Comply</p>

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	<p>Health and Safety Programmes available under document OHS "Objective Target and Programme (OTP)" for Terawan Mill and its supply base. The document has been updated regularly, latest revision was on 24th March, 2017 signed by General Manager (Mr. GK). The OTP has covered the ILO convention 184 as seen in the by following objectives: improvement of occupational health and safety, establish safety culture at all employees level, decrease accident cases related to mill operation, prevent work related illness, prevent general disease, prevent water and soil pollution, achieve zero fire incident. The document elaborates programmes for each objectives, responsible department, and target of completion date.</p> <p>Structure of OHS Committee (P2K3) at PT. Agro Indomas and OHS unit at each estate. P2K3 in PT. Agro Indomas has approved by government as per document of Keputusan Kepala Dinas Tenaga Kerja Transmigrasi dan Pariwisata Kabupaten Asahan, no 560/1272/KEP/DISNAKERTRANSPAR/XI/2015 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) dan Unit Penganggulangan Kebakaran di Tempat Kerja PT Agro Indomas. The structure is headed by Mr. GK, vice head is Mr. SB, Secretary is Mr. AS. In Sungai Purun Estate OHS unit is headed by Mr. WDY (manager) while for Sungai Rungau Estate headed by Mr. YP.</p> <p>Sungai Purun POM: Sighted in document verification evidences of OHS implementation and monitoring under following records:</p> <ul style="list-style-type: none"> - Hazard Identification, Risk Assessment and Control (HIRAC) under document "Risk and Environment Impact Assesment", recently updated for year 2017 on April 12, 2017. - Monthly EHS Inspection Chceklist (Ceklis Inspeksi Lingkungan dan K3 Bulanan), - Appointment of EHS inspector (Mr. Sbr) and EHS officer (Mr. STKN) who responsible in EHS implementation and monitoring - Records of monthly OHS inspection in SPM by EHS inspector (Mr. Sbr). monthly inspection for July, held on July 17, 2017. The inspection checklist covers 143 point of check. Two points was not comply (floor cleanness and storm water cleanness). Action plan has been made and finding has been closed out. Planning was to have capital expenditure for mill machinery and mill infrastructure. - Report of periodic medical check for workers and operators - Record book of Provision of PPE for all workers in year 2017 including: gloves, eyeglass, earplug, masker, helmet, shoes, etc. The book is kepted by safety officer and store officer (helmet and shoes). <p>---</p>	

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	<ul style="list-style-type: none"> - Safety campaign records in the form of safety signboard and sticker - Report of periodic medical check for workers and operators. <p>Sungai Purun & Sungai Rungau Estate: OHS has been implemented in Estate as seen in the following documents:</p> <ul style="list-style-type: none"> - Daily safety briefing documentation in each division to check worker PPE discipline. Supervisors fill PPE compliance check form. - Risk and Environmental Impact Assessment (HIRAC) for estate, was updated on 21 April 2107. - Evidence of Provision of adequate at each estate (shoes, helmet, glass, gloves, masker) - Appointment of 4 EHS inspector for whole PT. Agro Indomas and one EHS officer for each unit to ensure implementation of OHS programmes, namely: Mr. Abdul Badik for Sungai Purun Estate and Mr. Nurholis Fauzan for Sungai Rungau. - Record of monthly OHS inspection, on 10th July 2017 was held inspection in Sungai Purun Estate by Mr AB, cover to housing and landfill area, spraying block, Chemical store, genset room. On 24th July 2017 was held inspection in Sungai Rungai Estate by Mr NF, cover harvesting, chemical storage, fertilizer storage 	
<p>4.7.2</p> <p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>Sungai Purun Mill: The company has prepared procedure of hazard identification and risk assessment, including its periodic review under document IMS.P01 dated 4th May 2015. The latest update of Risk and Environment Impact Assesment (HIRAC) was on 12th April 2017.</p> <p>Risk and Environment Impact Assesment (HIRAC) document has included routine and non-routine activities of all stations and locations of Sungai Purun Mills, starting from weighbridge, grading, loading ramp, until storage tank, WWTP, public area, and even abnormal situation. The HIRADC incorporates the following information: location, activities / material. Type of aspect (health /safety), operating condition (N/AN/E), Hazard, Risk, Positif or negatif, Controlled or Influenced, Regulation, Control, Possibility, Consequence, Value of environment impact, Environmental Importance Value, Further control (E/S/T/M/A). HIRAC has also spotted for electrical engineering, construction and engineering, vehicle workshop, office compound, etc. Those Risk assessments found to be satisfactory.</p> <p>---</p>	<p>Comply</p>

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	<p>Estate (Sungai Purun, Sungai Rungau Estate): HIRAC has been revised on 21st April 2017 fo covering all of activities in estate starting from land development, harvesting, spraying, fertilizing, until workshop, office, and housing. The document covers the following information: location, activities / material. Type of aspect (health /safety), operating conditio (N/AN/E), Hazard, Risk, Positif or negatif, Controlled or Influenced, Regulation, Control, Possibility, Consequence, Value of environment impact, Environmental Importance Value, Further control (E/S/T/M/A). The Risk assessments found to be satisfactory.</p> <p>HIRAC has consider the accident records to calaculate possibility of accident and consequence. E.g.: according to clinic data, some of relatively frequent accident cases were: struck down by frond, hit by axes when cutting the stalks, muscle and tissue ache, eye injury. Most of them have been marked with "3" or moderate (<10 cases oper year).</p> <p>The company has to consider risk determination from muscle and tissue disease in HIRADC. Further, company may wish to consider a through analysis on work related disease based on patient database/top ten disease databases. E.g.: in harvesting activities the hazard aspect: "posisi berdiri yang tidak tepat pada saat pemotongan buah" – incorrect standing position, impact: "Otot tubuh tidak bekerja secara sinergis menyebabkan keseleo, nyeri otot atau jaringan" – leads to soft tissue problem, control: "melakukan training, safety brefing secara berkala" – regular training.</p>	
<p>4.7.3</p> <p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Minor compliance -</p>	<p>Evidence are in place that all workers have been adequately trained in safe working practices. In addition, Personal Protective Equipments (PPEs) are available for all workers including those who work at hazardous operation area such as pesticide applicator, machine operator, harvesting, etc. Records of training/refreshment/awareness that have been delivered during year 2016/2017 and PPE distribution are as follows:</p> <p>Sungai Purun POM:</p> <ol style="list-style-type: none"> 1. Regular OHS safety refreshment and awareness (annually) or when there are new materials or changes in operating procedure. 2. Periodic fire drill led by EHS. Most recent at Sungai Purun Mill was in January 2017. 3. First aid training for first aider and supervisor. There is 1 licensed first aider for Sungai Purun Mill on behalf of Mr. STKN (560/08/Disnakertranspar/P3K/II/2015); 4. Mr.Isdi****, Certificate No.Ser.829/PK3-P3K/II/2015 first aider, dated 5th February 2015 valid up to 26th February 2018; <p>---</p>	<p>Non-compliance Comply</p>

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	<p>Sungai Rungau Estate:</p> <ol style="list-style-type: none"> Regular OHS safety refreshment and awareness (annually) or when there are new materials or changes in operating procedure. e.g.: <ul style="list-style-type: none"> Socialization and OHS training for harvester, conducted on 22nd April 2017 location B21, attended by 11 works. Socialization and OHS training for harvester, conducted on 21st April 2017 location in emplacement, attended by 22 workers Simulasi/Drill on "Situasi Gawat Darurat Kebakaran, Tumpahan, Pertolongan Pertama dan Evakuasi" was conducted on 17th March 2107, participant: Sungau Purun estate, Sungai Rungau estate, medical dan EHS team, attended by 26 personnel. Scenario, evaluation and the report result are available as evident. First aid training for first aider and all supervisors. There are 1 licensed first aider for Sungai Rungau Estate: Mr. M.A.B (no Reg: 560/14/DISNAKERTRANSPAR/P3K/II/2015, dated 18th February 2015, valid until 28th February 2018. Records of PPE distribution available under form of "PPE distribution form" (shoes, helmet, glass, gloves, masker) signed by store officer and worker. Some of the most recent PPE distribution records at Sungai Rungau Estate are: on 16th August 2017 for Mr. Yatno (boot, helmet, axe cover, aluminium pole 1.25", booster clamp, sickle cover); 12th August 2017 (shoes and helmet to 1 person); on 7th August 2017 for 12 Sprayers (rubber gloves, fabric gloves). <p>Sungai Purun Estate</p> <ol style="list-style-type: none"> Regular OHS safety refreshment and awareness (annually) or when there are new materials or changes in operating procedure. e.g.: <ul style="list-style-type: none"> PPE and Safety training for harvester, conducted on 2nd August 2017 location block F10, attended by 45 harvesters, supervisor, field assistant and head assistant. Safety and PPE training for sprayer, was conducted on 5th June 2017, attended by 11 workers; Simulasi/Drill on "Situasi Gawat Darurat Kebakaran, Tumpahan, Pertolongan Pertama dan Evakuasi" was conducted on 17th March 2107, participant: Sungau Purun Estate, Sungai Rungau Estate, medical dan EHS team, attended by 26 personnel. Scenario, evaluation and the report result are available as evident. <p>---</p>	

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<p>4.7.4 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 Indomas has appointed safety committee (P2K3) at central level, and has been approved by Local Manpower Office as per "Surat Kepala Dinas Tenaga Kerja, Transmigrasi dan Pariwisata Kabupaten Seruyan No.560/255/Kep/Disankertranspar/II/2015 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja dan Unit Penanggulangan Kebakaran PT. Agro Indomas" dated 26th April 2015.</p> <p>The central committee PT. Agro Indomas responsible for implementation, inspection, monitoring and internal audit. On monthly basis, the safety committee conduct safety meeting to discuss health and safety performance – from inspection, result from monitoring and internal audit, accident record and investigation, status of non-conformities and corrective action. In 2016, the central committee is headed by Mr. GK, Vice head Mr SB (OHS certified), and secretary Mr. AS (OHS certified).</p> <p>---</p>	<p>Comply</p>

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	<p>In addition, there are sub safety committee at unit level (estate and mill) headed by manager assisted by one trained safety officer for each unit. The officers are:</p> <ul style="list-style-type: none"> - Safety officer at Sungai Purun POM is Mr. ISMY (OHS trained); - Safety officer at Sungai Purun Estate is Mr. AB (OHS trained); - Safety officer at Sungai Rungau Estate is Mr. NF (OHS trained); <p>Health and Saefy committee as in "Struktur P2K3" as per "Keputusan Kepala Dinas Tenaga Kerja Transmigrasi dan Pariwisata Kabupaten Seruyan, No. 560/1271/KEP/DISNAKERTRANSPAR/XI/2015", dated 1st November 2015 (valid until 1 November 2018). Chairman: Ganapathy Karpan Vice: Saepul Bahri Secretary: Agus Suhendri</p> <p>License for OHS expert namely Mr. Agus Suhendri as per "Surat Keputusan Menteri Tenaga Kerja dan Transmigrasi R.I No.KEP.6660/M/DJPPK/V/2014 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum", dated 30th May 2014 (valid until 3 years). The company has prepared the proposal to extention the lisence for OHS expert as per "Surat Permohonan Perpanjangan Lisensi AK3 Umum No. 332/EHS/AI/IV/2017", delivered to Manpower Ministry – "Direktur Norma Keselamatan dan Kesehatan Kerja".</p> <p>There are regular Safety Committee Meetings (monthly) both at central level (PT. Agro Indomas) and at unit level (estate or mill). The minutes of meeting of central Safety committee has been reported regularly to Local Manpower Office. The most recent meeting was on 29th July 2017 attended by 18 members. Agenda: Accident review, EHS inspection, SMS nearmiss, safety driving, signboard and facility.</p> <p>Document seen:</p> <ol style="list-style-type: none"> 1. "Laporan Kegiatan P2K3 PT Agro Indomas Central Kalimantan for period April – June 2017, kepada Dinas Tenaga Kerja dan Transmigrasi Kabupaten Seruyan No.331/EHS/AI/VII/2017", sent by Rex No.777-06115236-1, dated 22th July 2017. 2. EHS has prepared the "Objective, Target, dan Program" FY 2017-2018, dated 1st March 2017: <ul style="list-style-type: none"> - To adjust health and safety perspective from reactive into anticipation; - To reduce number of incident on harvesting-related activity and mill activity; - To have zero manpower with work related disease; - To achieve zero contamination/pollution to water and soil from mill operations; - To achieve no case on land/forest fire; - To improve company reputation in environmental management; <p>---</p>	

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	<p>3. "Formulir Pemeriksaan Kesiapan Peralatan Pemadam Kebakaran Bulanan" in Sungai Rungai Estate, dated 1st August 2017, e.g: Boser pemadam api (1 unit), PTO (1 set), Hose Spiral (1 set), Fire Hose 30 m (6 roll), Nozzle (5 pcs), Profil/water tank (1 unit), Robin pump (1 unit), hose spiral robin (2 m), clamp/karet spril (10 pcs).</p> <p>4. Monthly EHS inspection checklist in 16th July 2017 in Sungai Purun Estate for pesticide application (sub score: 100 %), fertilizing application (sub score: 100 %), harvesting (88.88 %), loading (100 %),</p> <p>5. Minutes of meeting for P2K3 on 14th July 2017, agenda: Accident review, EHS inspection, SMS nearmiss.</p>	
<p>4.7.5 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>Mill and Estate: Accident and emergency procedures had been written under the following documents:</p> <ol style="list-style-type: none"> SOP IMS.P-08 dated 4th May 2016 regarding Emergency Preparedness and Responses, approved by Director of Plantation and Director of Engineering. SOP EHS.ERP-03 dated 4th May 2016 regarding Fire and Spillage Emergency Response, approved by Director of Plantation and Director of Engineering. SOP EHS.ERP-02 dated 4th May 2016 regarding Accident Emergency Response, approved by Director of Plantation and Director of Engineering. The SOP has included investigation and action taken to prevent recurrences and reporting of accident record to local authorities. Safety and Emergency procedures as described in Material Safety Data Sheet (MSDS) at Store. MSDS available for all all Chemical / hazardous material in store. <p>The SOPs have covered major potential emergencies such as: fire, natural disaster, spillage, etc. All SOPs available in Indonesian language and have been communicated and/or trained to staff, workers, and contractors.</p> <p>Sungai Purun Mill</p> <ul style="list-style-type: none"> One licensed first aider has been assigned for Sungai Purun Mill: Mr. STKN (license number 560/08/Disnakertranspar/P3K/II/2015). First aid training has also been made for all supervisors. Records of first aid training available at Training Center, which was held on 22-29th March 2016. First aid kits are available in 6 locations, such as: laboratory, TPS LB3, workshop, boiler, polidinic, process office. The first aid kit found to be complete and in compliance with regulation (21 items). All first aid kits have been regularly checked as seen by checklist at each first aid kit as seen by checklist. <p>---</p>	<p>Comply</p>

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	<ul style="list-style-type: none"> - Mr.Isdj****, Certificate No.Ser.829/PK3-P3K/II/2015 first aider, dated 5th February 2015 valid up to 26th February 2018; <p>Sungai Purun Estate:</p> <ul style="list-style-type: none"> - Training on first aid for supervisor and safety officer was conducted 10-11th May 2017, capable trainers were: dr. Isnaindar Didiek Indrawan (Central clinic), Aprijantoni Jamal (Co instructor). - First aid kits are available in various locations, such as 15 kits for field work (upkeep/spraying/harvesting), first aid kit at office 1 unit, mini workshop 1 unit, store 1 unit. The first aid kit found to be complete and in compliance with regulation. - All first aid kits have been adequately stocked and regularly checked as seen by checklist at each first aid kit. <p>Sungai Rungau Estate</p> <ul style="list-style-type: none"> - Training on first aid for supervisor and safety officer was conducted 10-11th May 2017, capable trainers were: dr. Isnaindar Didiek Indrawan (Central clinic), Aprijantoni Jamal (Co instructor). - First aid kits are available in various locations, such as 6 first aid kits for field work (upkeep / spraying 2, harvesting 4), first aid kit at office 2 units. The first aid kit found to be complete and in compliance with regulation. All first aid kits have been adequately stocked and regularly checked as seen by checklist at each first aid kit. - Verification at clinic showed that records of all accidents has been kept and periodically reviewed for continuous improvement. Records are in the forms of: Medical records of each patient (hardcopy), Computerized medical record and database of accident and disease, accident report files. 	

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<p>4.7.6 All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance -</p>	<p>All workers in mill and estate including daily workers have been covered by Medical and Social Insurance (BPJS), as requested by applicable regulation.</p> <p>Sungai Purun POM: The mill has 120 workers (4 staffs, 116 SKUB, 4 SKU-H). Most of them have been covered by standard medical care and accident insurance under BPJS (social security). By 6th August 2017 there are 7 workers not yet registered in BPJS Kesehatan due to: already covered by local social security scheme (Jamkesda) 3 worker, 2 workers are not yet registered in BPJS Kesehatan covered by clinic but registered in BPJS Ketenagakerjaan. 2 workers have an active accounts under previous company.</p> <p>Records of insurance fee payment by the mill available in: - "Bukti bayar BPJS Kesehatan bulan Juli 2017 sejumlah Rp. 13.xxx.xxx" paid through "Bank Mandiri Sampit" on 10th August 2017; ---</p>	<p>Comply</p>
	<ul style="list-style-type: none"> - "Pembayaran BPJS Ketengakerjaan bulan Juli 2017 sejumlah Rp. 31.xxx.xxx", paid through "Bank BRI Cabang Sampit" on 15th August 2017. - Monthly BPJS insurance premium payment confirmed. <p>Sungai Purun Estate:</p> <ul style="list-style-type: none"> - "Pembayaran BPJS Ketengakerjaan bulan Juli 2017 sejumlah Rp. 55.xxx.xxx" paid through transfer No.5190-056 dated 10th August 2017; - "Pembayaran BPJS Ketengakerjaan bulan Juli 2017 sejumlah Rp. 114.xxx.xxx" , paid through "Bank BRI Cabang Sampit" on 15th August 2017. <p>Sungai Rungau Estate:</p> <ul style="list-style-type: none"> - "Pembayaran BPJS Ketengakerjaan bulan Juli 2017 sejumlah Rp. 46.xxx.xxx" paid through cheque No. 742792 via "Bank Mandiri Cabang Sampit" dated 10th August 2017; - "Pembayaran BPJS Ketengakerjaan bulan Juli 2017 sejumlah Rp. 97.xxx.xxx" paid through cheque No. 742801 via "Bank Mandiri Cabang Sampit" dated 10th August 2017; 	

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<p>4.7.7</p> <p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics</p> <p>- Minor compliance -</p>	<p>All occupational injury records are kept at company's clinic report and safety officer's accident report files. The report contains: chronology from victim, statement from official in charge, medical officer statement, accident investigation summary, evaluation by EHS officer, signed by manager. Occupational injury has also been recorded using Lost Time Accident (LTA) metrics.</p> <p>The LTA metric for the previous one year in 2017 as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Sungai Purun POM</th> <th>Sungai Purun Estate</th> <th>Sungai Rungau Estate</th> </tr> </thead> <tbody> <tr> <td>Near miss</td> <td>3</td> <td>0</td> <td>0</td> </tr> <tr> <td>First aid</td> <td>0</td> <td>0</td> <td>1</td> </tr> <tr> <td>Minor</td> <td>1</td> <td>7</td> <td>5</td> </tr> <tr> <td>Major</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Fatality</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Lost time accident</td> <td>2</td> <td>8</td> <td>6</td> </tr> <tr> <td>Safety index</td> <td>4.25</td> <td>6.66</td> <td>5.93</td> </tr> </tbody> </table> <p>Record seen:</p> <ol style="list-style-type: none"> 1. Accident report, namely Mr UT, dated 5th July 2017, kronologis "falling from motorcycle and right hand injured", category minor (LTA: 1 day) 2. Accident report, namely Mr RY, dated 1st August 2017, kronologis "right calf injured from betis kanan terkena gancu", category minor (LTA: 1 day). 			Sungai Purun POM	Sungai Purun Estate	Sungai Rungau Estate	Near miss	3	0	0	First aid	0	0	1	Minor	1	7	5	Major	0	0	0	Fatality	0	0	0	Lost time accident	2	8	6	Safety index	4.25	6.66	5.93	<p>Comply</p>
	Sungai Purun POM	Sungai Purun Estate	Sungai Rungau Estate																																
Near miss	3	0	0																																
First aid	0	0	1																																
Minor	1	7	5																																
Major	0	0	0																																
Fatality	0	0	0																																
Lost time accident	2	8	6																																
Safety index	4.25	6.66	5.93																																
<p>Criterion 4.8:</p> <p>All staff, workers, smallholders and contract workers are appropriately trained.</p>																																			

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<p>4.8.1</p> <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>PT. Agro Indomas has training center as learning and development center which prepare a comprehensive training program for all workers. A general training plan, in conjunction with career development is evident. Training manager has prepared training schedule for 2017/2018, cascaded into 3 monthly plan and further monthly plan. These training plans then detailed for each working unit such as estate operation, mill operation, workshop skills and managerial skills. Training program found to be comprehensive.</p> <p>Sungai Purun and Sungai Rungau Estate: Training program is in place for Sungai Purun Estate. The training program covered operational aspects in plantation operation. The training program covers: maintenance for tractor driver and dumptruck driver, regulatory spraying for spraying operator, wildlife-human conflict mitigation, safe pesticide and fertilizer training, safe harvesting and loading, etc.</p> <p>Sungai Purun POM: Training program for Sungai Rungau Estate: LOTO training, hotwork, steam vessel, wheel loader training.</p> <p>Aside from the trianing program from Training Center, company also provides training in term of formal competence training or certification training from government.</p>	<p>Comply</p>

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<p>4.8.2 Records of training for each employee shall be maintained.</p> <p>- Minor compliance -</p>	<p>Records of training are in place for all employees. The training records for each individual staff and workers are in place and kept in Training Center. The training record detailed all training relevant to work activity, date of training, result/certificate and recommendation for each individual staff and worker.</p> <p>Sungai Purun POM: Mr.D****, sterilizer operator, join training LOTO on 8th December 2016; joined work at height training on 24th August 2016; Mr. A***, pressing operator, joined training hotwork on 8th December 2016; joined 5S at work training on 11th September 2016; Mr.M*****, operator steam, joined training on steam vessel, "Sertifikat No.Ser.672/OPK3/B.I/VI/2017 Pelatihan Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Operator Pesawat Uap, Operator K3 Pesawat Uap Kelas I", dated 2nd June 2017. SIO No.Reg.11206-OPK3-PUBT-B.I/VI/2017 valid until 2nd June 2022; Mr.H*****, operator steam, joined training on steam vessel, "Sertifikat No.Ser.671/OPK3/B.I/VI/2017 Pelatihan Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Operator Pesawat Uap, Operator K3 Pesawat Uap Kelas I", dated 2nd June 2017. SIO No.Reg.11205-OPK3-PUBT-B.I/VI/2017 valid until 2nd June 2022</p> <p>Sungai Purun Estate: Mr. T*****, harvester, joined training Safe harvesting and loading dated 6th October 2016; joined training on Safe harvesting and loading dated 12th April 2017; Mr. S*****, harvester, joined training Safe harvesting and loading dated 6th October 2016; joined training on Safe harvesting and loading dated 13th June 2017; Mrs.J***, sprayer, joined training on safety spraying on 24th February 2017, joined training on Safe Pesticide Handling on 21st July 2016;</p> <p>Sungai Rungau Estate: Mr. J*****, harvester, joined training Safe harvesting and loading dated 10th July 2017; joined training first aid dated 5th April 2017; Mr. N*****, Field Assisstant, joined training on Fire drill, dated 18th August 2017; on 8th June 2017, joined training on NDPE;</p>	<p>Comply</p>
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>		

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<p>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.</p>		
<p>5.1.1</p>	<p>An environmental impact assessment (EIA) shall be documented.</p> <p>- Major compliance -</p> <p>EIA has been conducted by PT. Agro Indomas (Central Kalimantan) and its supply bases, through:</p> <ol style="list-style-type: none"> 1. Initial Environmental Impact Assessment (AMDAL) year 1998 for the development of 12,000 Ha oil palm estate and a POM of capacity 60 tonnes FFB per hour. The initial EIA has been approved by Minister of Agriculture through letter No.20/ANDAL/RKL-RPL/BA/VI/1998. In 2006 EIA was revised due to expansion of the estate area into ±19,860 Ha and increase of mill capacity from 60 tons FFB per hour to 90 tons FFB per hour. The revision was approved by The Governor of Central Kalimantan through letter No.188.44/281/2007 dated 22nd June 2007 approved the SEIA. 2. Environmental Mangement Document – “Dokumen Pengelolaan Lingkungan Hidup (DPLH)”, approved by Authorities through Letter number 660/14/BLH/X/2011 including area of 2,052 Ha under Terawan village. <p>Those EIA have been conducted according to the scope of plantation and mill operation covering: land clearing and new roads, processing mills and its infrastructure, Management of mill effluents, effect on natural vegetation, and management of pests and diseased. The document has been well documented and has been made available at each estate and mill.</p>	<p>Comply</p>

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<p>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.</p> <p>- Minor compliance -</p>	<p>Environmental Management Plan available as part of EIA – “AMDAL” document. Matriks of plan covers explanation of type of impact, management objective, parameter, person in charge, management measure, person in charge, location, and relevant authorities. All plan has been implemented according to environmental impact management and monitoring plan “RKL-RPL” report, as follows:</p> <ul style="list-style-type: none"> - Ambient air quality, managed by maintenance of machinery, dust collector, maintain HCV area, tree enrichment, limiting vehicle speed, zero burning policy; - Noise, managed by machinery maintenance, vegetation to absorb noise, PPE, arrangement of electric generator location, etc. - Physical and chemical characteristic of soil, managed through planting legume cover crop, EFB application, sediment trap, effective fertilizer application as recommended by research, waste management. All have been done accordingly. - Ground water quality, managed through planting of legume cover crop, organic fertilizer, etc. - Erosion, managed by vegetation at river buffer zone, EFB application, frond stacking, drainage and silt pit as sediment trap, agronomy technique for area with slope. - River water quality, managed through effective fertilizer application as recommended by research, pesticide regime and control (no application at ditch and river buffer zone), river buffer zone (50-100 meter), etc. All have been well implemented. - Risk of fire, managed by zero burning policy, fire emergency equipment, fire prevention (water reservoir, fire break), signboard, socialization. - Aquatic biodiversity, managed through effective fertilizer regime, POME land application, waste water treatment, etc. - Flora and fauna/biodiversity, managed through maintaining conservation area, installation of signboard, illegal logging inspection, etc. All have been implemented. - Hazardous waste, managed by storage and disposal through licensed third party. <p>The company has appointed the EHS team (EHS manager, staff, inspector and document control). The appointment available in Job description of EHS Manager (Mr. Saeful) there are stated that “Setting up of monitoring system for reporting EHS performances/regulatory compliance at each location, review of progress and deriving action plans for improvement where necessary”.</p> <p>---</p>	<p>Comply</p>

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	<p>Implementation of Environmental Management Plan has been reporting periodically through RKL-RPL report to Local Environmental Office every six month. Latest report available for second half of 2016, submitted on 5th January 2017 (letter No.298/EHS/RCCK/I/2017) and report for first hald of 2017 was submitted on 5 July 2017. The report described all environmental management activities, e.g:</p> <ol style="list-style-type: none"> 1. Report of analysis No.03939-04/LHP/V/2017 on quality in door noise, location in Genset room (result 99 dB), tested for regulation of the Minister of Labour and Transmigration No.PER 13/MEN/X/2011 Year 2011, date of analysis 2-15th May 2017, conducted by PT. Unilab Perdana; 2. Report of analysis No.03949-06/LHP/V/2017 on clean water, location in toilet office, tested for Health Minister Regulation of RI No.416/1990 on Clean Water Quality, date of analysis May 2-15, 2017, conducted by PT. Unilab Perdana; <p>Result of BOD sampling analysis has shown that no more than 5,000 mg/liter as regulated in "Peraturan Menteri Lingkungan Hidup No.28, year 2003", sample seen:</p> <ol style="list-style-type: none"> 1. WWTP Inlet Sungai Purun Mill - Report of Analysis No.00665-05/LHP/I/2017 on subject waste water test, tested for physical and chemical analysis on 6th – 18th January 2017. The result has shown meet with the regulation (Degree of the State Minister of Environment (KEPMENLH) No.28 year 2003, conducted by PT. Unilab Perdana; 2. WWTP Outlet Sungai Purun Mill - Report of Analysis No.00665-06/LHP/I/2017 on subject waste water test, tested for physical and chemical analysis on 6 – 18th January 2017. The result has shown meet with the regulation (Degree of the State Minister of Environment (KEPMENLH) No.28 year 2003, conducted by PT. Unilab Perdana. 	

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<p>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.</p> <p>- Minor compliance -</p>	<p>Protocol of Environmental Monitoring Plan can be found as integrated part of EIA document. Matriks of monitoring plan covers explanation of type of impact, management objective, parameters, person in charge, method, PIC, location, and relevant authorities. All monitoring Plan has been implemented as shown in RKL-RPL report:</p> <ul style="list-style-type: none"> - Ambien air quality, monitored trough genset and boiler emission test, ambient air test. - Noise, monitored by periodic noise level measurement. It has been implemented well - Physical and chemical characteristic of soil, monitored through: soil porosity and weight test, soil chemical test (pH, C, N, P, K. Etc) as regulated by Decree of MoE number 28 regarding Land Application Research. All have been done accordingly. - Erosion, monitored by measuring erosion parameters (USLE). - Ground water quality, monitored by POME quality, ground water quality etc. - River water quality, monitored by River water quality test and POME quality test. - Fire danger, monitored by fire intensity observation, land clearing by surrounding community, fire equipment, etc. - Aquatic biota, monitored by test on abundance, similarity, diversity, and domination index of aquatic biota. All have been implemented. - Flora and fauna, monitored by wildlife survey and HCV area monitoring. - Hazardous waste; monitored by logbook and balance sheet of hazardous waste. <p>Implementation of Environmental Monitoring Plan has been reporting periodically through RKL-RPL report to Local Environmental Office every six month. Latest report available for second half of 2016, submitted on 5th January 2017 (letter No.298/EHS/RCKK/I/2017) and report for first semester of 2017 was submitted on 5th July 2017. The report has described all environmental monitoring activities.</p> <p>The last review of Environmental Monitoring Plan conducted on 5th July 2017. The main review that the monitoring on implementation of environment program must be refer to "Environment Minister Degree No.45 year 2005, on Guidance to prepared and evaluation report of Implementation RKL-RPL.</p>	<p>Comply</p>
<p>Criterion 5.2:</p> <p>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 and operations managed to best ensure that they are maintained and/or enhanced.</p>		

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<p>5.2.1</p> <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>PT. Agro Indomas (Central Kalimantan) has carried out HCV identification in cooperation with Forestry Faculty of Institut Pertanian Bogor (IPB), using the "Panduan Identifikasi Kawasan Bernilai Konservasi Tinggi di Indonesia" issued by "Konsorsium Revisi HCV toolkit Indonesia", June 2008. The HCV scope covers all operational area of PT. Agro Indomas (Central Kalimantan), 21,912 Ha – consist of area under HGU of 15,810 Ha and the rest of area were under "Pengukuran Kadastral", and under "Izin Lokasi".</p> <p>The HCV identification team was carried out by a team with required competency, whereby the team leader was RSPO approved HCV assessor: Ir. Nyoto Santoso (Team leader, biodiversity management and conservation – RSPO approved HCV assessor); Ir. Jarwadi Budi Hernowo, MS (Ornithology, wildlife – RSPO approved HCV assessor); Ir. Siswoyo, Msi (Flora ecology – RSPO approved HCV assessor); Dr. Ir. Cahyo Wibowo, MScF. (Soil science and hydrology); Ahmad Faisal Siregar, S.Hut. (Social and culture – RSPO approved HCV assessor); M. Sayidina Ali, Amd (GIS – RSPO approved HCV assessor).</p> <p>The HCV assessment process have gone through public consultation process, carried out in Sampit, and was attended by stakeholders such as government authority: Dinas Kehutanan, Dinas Perkebunan, Dinas Lingkungan Hidup; local NGOs, experts, village heads, community leaders, private sectors, press, etc. The public consultation process was also reported in local media.</p> <p>Peer review process carried out by independent reviewer, to improve the document content – following format under "Panduan Identifikasi Kawasan Bernilai Konservasi Tinggi di Indonesia" issued by "Konsorsium Revisi HCV toolkit Indonesia", June 2008.</p> <p>Based on HCV document, identified 250 types of trees, herbs, lianas, epiphytic plants, and shrubs. From the list, 2 types were protected under "Peraturan Pemerintah No.7 tahun 1999" and Appendix 2 (CITES): Pigeon Orchid/<i>Anggrek Merpati</i> (<i>Dendrobium crumenatum</i>) and <i>Nepenthes</i> (<i>Nepenthes grandis</i>).</p> <p>---</p>	<p>Comply</p>

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	<p>While based on IUCN Redlist, there were 14 types of plants falls under category of LR, VU, EN, CR: Dark red meranti/<i>Kayu batu</i> (<i>Shorea elliptica</i>) – CR, Red Balau/<i>Belangeran</i> (<i>Shorea balangeran</i>) – CR; Light red meranti/<i>Lentang</i> (<i>Shorea leprosula</i>) – EN, <i>Bangkirai</i> (<i>Shorea teysmanniana</i>); <i>Ulin</i> (<i>Eusideroxylon zwageri</i>) – VU; <i>Kempas</i> (<i>Koompassia malaccensis</i>) – LR, etc.</p> <p>Based on HCV document, identified 74 types of animal, consist of 15 species of mammals, 57 species of birds and 2 species of reptiles. Basd on "Peraturan Pemerintah No.7 tahun 1999", identified 13 species of protected animal: Sambar deer/<i>Rusa</i> (<i>Rusa unicolor</i>), Asian leopard cat/<i>Macan Akar</i> (<i>Felis bengalensis</i>), Sun bear/<i>Beruang</i> (<i>Helarctos malayanus</i>), Owa (<i>Hylobates agilis</i>), Proboscis monkey/<i>Bekantan</i> (<i>Nasalis larvatus</i>), Oriental pied hornbill/<i>Kangkareng</i> (<i>Anthracoceros albirostris</i>), Brown-throated sunbird/<i>Burung Madu Kelapa</i> (<i>Anthreptes malacensis</i>), etc. Based on CITES, identified 4 species under Appendix I such as: False gharial/<i>Senyulong</i> (<i>Tomistoma schlegelii</i>), Sun bear/<i>Beruang</i> (<i>Helarctos malayanus</i>), Agile gibbon/<i>Owa</i> (<i>Hylobates agilis</i>), Proboscis monkey/<i>Bekantan</i> (<i>Nasalis larvatus</i>); Another 9 species falls under Appendix II such as Monitor lizard/<i>Biawak</i> (<i>Varanus salvator</i>), Asian leopard cat/<i>Macan Akar</i> (<i>Felis bengalensis</i>), Maroon leaf monkey/<i>Klasi</i> (<i>Presbytis rubicunda</i>), Oriental pied hornbill/<i>Kangkareng</i> (<i>Anthracoceros albirostris</i>), etc. Based on IUCN Redlist, identified 4 species under EN category: False gharial/<i>Senyulong</i> (<i>Tomistoma schlegelii</i>), Agile gibbon/<i>Owa</i> (<i>Hylobates agilis</i>), Proboscis monkey/<i>Bekantan</i> (<i>Nasalis larvatus</i>) dan Pangolin/<i>Trenggiling</i> (<i>Manis javanica</i>); 3 species under category VU seperti Bornean bearded pig/<i>Babi berjenggot</i> (<i>Sus barbatus</i>), Porcupine/<i>Landak</i> (<i>Hystrix brachyura</i>) and Southern pig-tailed macaque/<i>Beruk</i> (<i>Macaca nemestrina</i>). The rest of animal species identified falls under category LR, LC and NT.</p> <p>The HCV identified consist of:</p> <ul style="list-style-type: none"> a. HCV 1.1 in form of river riparian zones; HCV 1.2 in form of heath forest, riparian to Sembuluh Lake and riparian of Rungau River; HCV 1.3 in form of lowland forest and peat area, heath forest, riparian to Sembuluh Lake and riparian of Landau River, and river riparian; b. HCV 2.2 in form of lowland forest, heath forest and peat forest; HCV 2.3 in form of heath forest, riparian to Sembuluh Lake and river riparians; c. HCV 3 in form of heath forest; d. HCV 4.1 in form of river riparians and riparian to Sembuluh Lake; e. HCV 5 in form of Pekayung river riparian, Purun river riparian and Rungau river riparian; f. HCV 6 in form of worhsip site/<i>balai keramat</i> and sacred tree; <p>---</p>	

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	<p>The provision of animal corridor was not discussed in detail in HCV assessment report. However, based on HCV maps shows all rivers connected to Sembuluh Lake riparian ecosystem, which has natural vegetation – therefore the river riparian can act as animal corridor. This was supported with fact that monitoring on Proboscis monkey/Bekantan (<i>Nasalis larvatus</i>), have habitat and can naturally survive near the Sembuluh Lake riparian.</p> <p>The identified HCV area inside HGU has been delineated, consist of: Ringgit Lake riparian of 33.08 Ha, Sembuluh Lake riparian of 98.83 Ha, Rungau River tributary riparian of 14.93 Ha, Bapilang River riparian of 22.83 Ha, Beriut River riparian of 12.41 Ha, Parigi River riparian of 74.39 Ha, Landau River riparian of 30.81 Ha, Pekayung River riparian of 40.25 Ha and Sembuluh River riparian of 20.30 Ha.</p> <p>The HCV assessment report has describes PT. Agro Indomas (Central Kalimantan) management unit’s condition in wider landscape. It was known that the wider landscape mostly in form of oil palm plantation, the surrounding area also in form of oil palm plantation and/or mixed cash crop belong to neighoring communities. The forest ecosystem in form of tree vegetation around the ecosystem of Sembuluh Lake riparian and management complex. Based on field verification, audit team finds the natural vegetation maintained on part of Sembuluh Lake ecosystem, management complex and Rungau River riparian.</p>	
<p>5.2.2</p>	<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>The company has established a conservation status (e.g. IUCN status), legal protection, population and habitat requirements of rare, threatened or endangered species that could be significantly affected by the grower or miller where there are identified rare, threatened or endangered species. Furthermore, PT. Agro Indomas has developed a number of procedure: “Prosedur Identifikasi Perlindungan flora dan fauna” – procedures to identify flora and fauna No.EHS-PRO-E-006, “Deliniasi Tata Batas Kawasan konservasi” – Delineation in conservation area No.EHS-PRO-E-001, “Pemasangan papan nama kawasan konservasi” – installation of warning signs No.EHS-PRO-E-003.</p> <p>The HCV assessment document has been equipped with management plan and monitoring plan “Dokumen Rencana Pengelolaan dan Pemantauan Kawasan HCV” which describes the activity plan, specific for management and monitoring for each of the HCV area.</p> <p>---</p>	<p>Comply</p>

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	<p>Since 2015, company has consistently prepare the report and review upon management and monitoring of HCV area – “Laporan dan Review Pengelolaan dan Pemantauan Kawasan Lindung & HCV PT. Agro Indomas – PT. RIM Capital”. Audit team took sample report in form “Laporan dan Review Pengelolaan dan Pemantauan HCV periode Tahun 2017. Inside report, explaining the management and monitoring activity for period of May 2016 – April 2017. The document explains the management of HCV area including Training on HCV for workers, installation of HCV area signboards, installation of HCV area/riparian zone/buffer zone’s marking poles, monitoring of biodiversity.</p> <p>Based on field visit to HCV area in Purun River riparian (Sungai Purun Estate) and Pekayung River riparian Rungau River riparian (Sungai Rungau Estate), shows that company has implemented effort to protect water source: installation of HCV area/riparian zone/buffer zone’s marking poles in Purun River riparian and Pekayung River riparian, pointed with GIS coordinates; installation of signboards stating the prohibition on fish poisoning, cutting trees in riparian zone, prohibition on chemical application (fertilizer and herbicide) in the riparian zone; to maintain vegetation cover in the riparian zone with native trees. The implementation found in Rungau River riparian and Purun River riparian.</p> <p>Based on document review, public consultation with “Dinas Lingkungan Hidup Kabupaten Seruyan”, and interview with workers and local communities; stated no conflict between human and wildlife noted, in the area of PT. Agro Indomas (Central Kalimantan). However, company has cooperate with NGO to rescue Orangutan in Kalimantan, as mitigation in the case of conflict with wildlife.</p>	
<p>5.2.3</p>	<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>Comply</p>

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	<p>prohibition on disturbing HCV area; prohibition on hunting/capturing protected species; prohibition on fish poisoning – in the management unit under PT. Agro Indomas (Central Kalimantan).</p> <p>Posters and signboards to promote HCV area protection has been installed in Estate offices and mill office.</p> <p>Based on field visit to HCV area Rungau River riparian, Purun River riparian, Pekayung River riparian - audit team did not found indication of illegal hunting/poaching, animal trap and/or vegetation disturbance in the HCV area.</p> <p>Company has consistently provide training and socialization on HCV area management:</p> <ol style="list-style-type: none"> "Sosialisasi Pelaporan dan Perlindungan Satwa Liar" – wildlife identification, reporting and protection socialization, dated 7th June 2016 attended by 17 Upkeep, fertiler applicator from Division III and IV Sungai Purun Estate; "Sosialisasi Bidang Sosial, SOP, Environmental, Health & Safety" – social aspect, SOP, environmental, health and safety training, dated 23rd July 2016 attended by 16 upkeep workers Division V, Sungai Purun Estate; "Sosialisasi Keberadaan NKT di Areal PT AIM" dated 25th May 2015 and 29th May 2015; "Training Pengelolaan dan Pemantauan Kawasan Bernilai Konservasi Tinggi" – HCV management and monitoring training dated 19th May 2015; "Sosialisasi untuk tidak memelihara satwa liar" – prohibition on petting wildlife, dated 18th August 2016 in Sungai Rungau Estate, attended by 21 workers; "Sosialisasi Perlindungan Satwa Liar" wildlife protection, dated 13th June 2016 in Sungai Rungau Estate, attended by 60 upkeep workers and 42 harvesters. <p>"HCV training" dated 8th May 2017 attended by 15 staffs;</p>	
<p>5.2.4</p> <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>The HCV assessment document has been equipped with management plan and monitoring plan "Dokumen Rencana Pengelolaan dan Pemantauan Kawasan HCV" which describes the activity plan, specific for management and monitoring for each of the HCV area.</p> <p>Since 2015, company has consistently prepare the report and review upon management and monitoring of HCV area – "Laporan dan Review Pengelolaan dan Pemantauan Kawasan Lindung & HCV PT. Agro Indomas – PT. RIM Capital". Audit team took sample report in form "Laporan dan Review Pengelolaan dan Pemantauan HCV periode Tahun 2017". Inside report, explaining the management and monitoring activity for period of May 2016 – April 2017.</p> <p>---</p>	<p>Comply</p>

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		<p>The document explains the management of HCV area including Training on HCV for workers, installation of HCV area signboards, installation of HCV area/riparian zone/buffer zone's marking poles, monitoring of biodiversity – completed with status of scarcity based on "Peraturan Pemerintah No.7 tahun 1999", CITES Appendices, and IUCN Redlist.</p> <p>Each management and monitoring period for HCV area completed with review process, as an effort to continuous improvement – to revise the management and monitoring of HCV area/conservation area in the subsequent period.</p>	
5.2.5	<p>Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights.</p> <p>- Minor compliance -</p>	<p>Based on document verification shows that inside management unit of PT. Agro Indomas (Central Kalimantan), identified HCV 5 and HCV 6. Company provides permit/access to all relevant and/or interester parties/communities to visit the HCV sites. For example: Giving access to all interested parties/communities to conduct ritual in HCV 6 areas; provide access to fishing in Rungau River (HCV 5) as long as not using poison and/or electric.</p> <p>Based on interview with workers, resident in Sungai Purun POM and Sungai Rungau Estate housing; showing the workers have understood company policy related to wildlife protection and prohibition on hunting/poaching or capturing protected animal; prohibition on disturbing HCV areas in the management unit of PT. Agro Indomas (Central Kalimantan).</p>	Comply
<p>Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			

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<p>5.3.1 All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has identified all waste and pollution sources, documented under the following document:</p> <ol style="list-style-type: none"> 1. Environmental Impact Assessment (EIA) as described in the indicator 5.1.1. The assessment includes identification of major waste and pollution source such as POME and emission from static source (genset, boiler). 2. "Environmental & Social Aspect and Impact Risk Register". This register is updated regularly and revised accordingly. All sources of waste and pollution from estate and mill activities has been identified such as domestic waste, hazardous waste, POME, etc. 3. Identification of Pollution sources in Sungai Purun POM 2017, e.g boiler 1 (mechmar), boiler 2 (mechmar), Genset 1 and Genset. 4. Identification of all waste sources in Sungai Purun POM 2017, e.g: POME (for land application) 5. SOP "Pengelolaan Emisi dari Sumber Bergerak dan Sumber Tidak Bergerak" No.SOP-SB-01, revisi 00/July 2014. <p>To handle disposal of waste and preventing pollution, company has a waste management plan for both domestic and hazardous waste. The waste is segregated and sent for recycle in waste bank. Valuable and recycle material is separated from domestic waste before sent for land fill.</p>	<p>Comply</p>

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<p>5.3.2 All chemicals and their containers shall be disposed of responsibly.</p> <p>- Major compliance -</p>	<p>General procedure for chemical handling available under SOP number EHS.BBB-01 dated 4th May 2015 regarding Hazardous Material handling. The SOP lists name, category, and standar treatment of chemical material and its ex container. All ex chemical container in Sungai Purun Mill are stored in temporary storage and disposed off through licensed transporter and disposal contractor.</p> <p>Temporary Storage Permit for Sungai Purun Mill available through Decree of Bupati Seruyan Number 188.45/272 /2016 dated 16th June 2016 regarding <i>Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun</i> for PT. Agro Indomas Unit Sungai Purun. Permit valid until 15th June 2021.</p> <p>Ex chemical container from Sungai Purun and Sungai Rungau Estate are stored at Central Workshop Storage (near Terawan POM). Storage permit for Terawan POM available under decree number 188.45/271/2016 dated 16th June 2016 regarding <i>Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun</i> for PT. Agro Indomas Unit Terawan Mill. Permit valid until 15th June 2021.</p> <p>Company maintains all recods of chemical and hazardous waste disposal as seen in the following documents:</p> <ul style="list-style-type: none"> • Log book of hazardous waste (including chemical container) at temporary storage in mi, • Balance sheet (monthly) of incoming and outgoing waste (LB3), calculated based on daily log book data, • Hazardous waste transportation and disposal contract with: <ul style="list-style-type: none"> - PT. Muhtomal as licensed waste transporter and disposal contractor No.PT.AI/C301.2, dated on 2nd November 2016 valid until a year for scope (old battery, filter and ex chemical container). - PT. Karya Nusan Bumi Persada, No.PTAI/C/301.3 dated on 2nd November 2016, valid until a year for scope used oil. - PT. PPLI No.PTAI/C/301.4 dated on 2nd November 2016, valid until a year for scope lamp waste and chemical container. - PT. Tenang Jaya No.PTAI/C/301.4 dated on 2nd November 2016, valid until a year. • Hazardous waste delivery notes (manifest) by the licensed contractor, recent hazardous waste delivery was on 3rd March 2017. Manifest No.0002606 for 5 kg used filter, Manifest No. 0002605 for 400 kg used oil used. • Periodic (quarterly) report on hazardous waste management to relevant authorities. Most recent available for April – June 2017 and had been reported to local authorities, provincial, and minstrial of environment on 5th July 2017 (via REX expedition No.777-06114814-6). 	<p>Non-compliance</p> <p>Comply</p>

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<p>5.3.3</p> <p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance -</p>	<p>To reduce or avoid pollution, company has a waste disposal management plan, both for hazardous and non hazardous waste under SOP EHS.LIM-01 dated 4th May 2015 regarding Waste Management, approved by Director of Engineering and Director of Plantations. The SOP has covered identification of all waste and waster reduction through recycling and resuse for fuel. Summary of the plan are:</p> <ul style="list-style-type: none"> - All hazardous waste should be stored in temporary storage and should be disposed through licensed contractor. - All POME should be used for land application, EFB is used for mulch, while shell and fiber waste should be used for boiler fuel, Boiler ash and decanter cake can be used for mulch. - All domestic waste (organic and non organic) should be disposed in land fill - Izin Land Application under Keputusan Buapti Seruyan Nomor 188.45/270/2016 tentang Izin Pemanfaatan Air Limbah dari Industri Minyak Kelapa Sawit pada Tanah di Perkebunan Kelapa Sawit PT Agro Indomas Unit Terawan Mill, dated 16 June 2016. Unit block application, e.g: J28-30, J23, J27-31, K23-31, L27-31. - Observed during field visit that LB3 storage has met standard, such as: isolated from outer environment, first aid kit and emergency equipment, ventillation, oil trap, symbol and label, MSDS, etc. - Hazardous waste (LB3) handling document available, such as: balance sheet (monthly) based on hazardous waste log book and LB3 delivery manifests. - Sighted during filed visit in Sungai Purun and Terawan Mill that all fiber and shell are used for boiler fuel and EFB for nutrient recycling. Use of fiber and shell for boiler fuel has been recorded in "Fiber and Shell" production and use. - Based on field visit at emplacement, there was no indication of use of fire for waste disposal. All domestic wastes have been disposed off using landfill system, provided for each worker housing complex. 	<p>Comply</p>
<p>Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>		

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<p>5.4.1 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>PT. Agro Indomas (Central Kalimantan) has a plan for improving the use of fossil fuel, both for mill processing and field fuel. All fuel consumption is recorded on monthly basis and monitored. This was also one of the environmental management system’s – objective.</p> <p>Sungai Purun POM: Company is using renewable energy in form of fibre and kernel nut shell for boiler fuel. The expected efficiency is to save 60-70% diesel fuel. The use of fibre and shell is recorded in consistent manner. Sungai Purun POM has calculated the norm, as recorded in “<i>Calculation of power for each liters of diesel fuel</i>”. The calculation was identifying power generated by diesel genset, and it fossil fuel consumption, divided to the FFB processed. Based on calculation, on average, power generated for every liter of diesel fuel 3.31 kW.</p> <p>Sungai Purun POM also calculated the assumption of total diesel fuel needed, should the mill run entirely on fossil fuel – to generate total power. This is recorded under record “<i>Calculation/assumption of diesel fuel consumption for power generated</i>”. Total electricity for POM and domestic 6,780,956 kW. Power generated for every liter of diesel fuel 3.59 kW. Assumption for diesel fuel consumption on total electricity for POM and domestic use 1,887,283 liters.</p> <p>Palm kernel shell being used is 14,298 tons.</p> <p><i>Record titled “Calculation on diesel fuel saving against total electricity need”</i> was recording the actual diesel fuel consumption every year. Assumption for diesel fuel consumption on total electricity for POM and domestic use also recorded on yearly basis. Saving on diesel fuel consumption from use of solid waste (fiber and kernel nut shell) has been calculated. Percentage of solid waste against diesel fuel was recorded at 75%: 25%. Saving on diesel fuel consumption from use of solid waste (fiber and kernel nut shell) was recorded uner “<i>Efficiency of biofuel use</i>”.</p>	<p>Comply</p>
<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>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>5.5.1 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.</p> <p>- Major compliance -</p>	<p>Commitment to zero burning policy was described under "Land Clearing and Preparation" section 2.5 of Olam Agricultural Manual and it was implemented throughout the land clearing and planting operation. During field visit, it was confirmed there was no use of fire during the land preparation. During land preparation, felling and stacking method was applied. PT. Agro Indomas (Central Kalimantan) 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 No.OP/C2/06/01 dated 1st June 2006; this policy applies for all new planting and replanting areas.</p> <ul style="list-style-type: none"> - SOP of land preparation by using mechanic and zero burning under document No.OP/C2/04/01 dated 23rd March 2009. The process covers: Underbrushing (<10 cm) by manual or heavy equipment, chainshaw felling, mechanical clearing, mechanical land preparation (clearing debris and stacking). - The zero burning policy has been implemented throughout the operations including development of Plasma Plantation area (planted year 2013). Routine land preparation report on January 2013 shown the land preparation by using the following method: bulldozer, excavator, stacking, lining, planting. Field visit has been made to verify this in Plasma Development Block. - Fire Danger Rating System sign board has been made available on various public places. The fire rating level calculated real-time based on relative humidity, days without rain, rainfall and condition of grass/material on the field. During the course of visit, the fire rating is on middle level. - Montly report of fire patrol in August 2017, there are no incident. - Six monthly report (January – June 2017) on fire monitoring to Plantation and Forestry service, Sampit is available. - A monthly fire fighting equipment checklist recorded in form "Formulir Pemeriksaan Kesiapan Peralatan Pemadam Kebakaran Bulanan", dated 25th April 2017. The result shown the equipments are in good condition. 	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>5.5.2 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. Currently there is no land clearing activity on the field.</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 Sungai Purun and Sungai Rungau Estate are trained.</p> <p>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 was on "normal" level; however the fire fighter was on standby.</p> <p>Fire-fighting teams, fire extinguishers and fire fighting facilities are available. The fire-fighting equipment available: personnel PPE, transportation (patrol car, personnel transporter trucks, and fire equipment truck), communication tools (handy talkie, radio), logistic (24,000 liters capacity tank, water bowser 3,000 liters), patrol equipment (motor bike, flashlight), etc.</p> <p>Until the audit (August 2017), there are no fire has been used for eradication of pest during replanting. Field observation and Interview with internal and external stakeholders further reveal that fire was not used for land preparation.</p>	<p>Comply</p>
<p>Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>		
<p>5.6.1 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>An assessment of polluting activities (including emission) has been conducted under:</p> <ol style="list-style-type: none"> 1. Environmental Impact Assessment (EIA) as described in the indicator 5.1.1. The assessment includes identification of major pollution source such as POME and emission from static source (genset, boiler). 6. "Environmental & Social Aspect and Impact Risk Register". This register is updated regularly and revised accordingly. All sources of waste and pollution from estate and mill activities has been identified such as domestic waste, hazardous waste, POME, etc. <p>To handle disposal of waste and preventing pollution, company has a waste management plan for both domestic and hazardous waste. The waste is segregated and sent for recycle in waste bank. Valuable and recycle material is separated from domestic waste before sent for land fill.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance												
<p>5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.</p> <p>- Major compliance</p>	<p>From the identified pollution and emission source, company conducted test and monitoring. The result of monitoring were recorded and reported into "Laporan Pelaksanaan RKL/RPL periode Semester I 2016". The report describe clearly all monitoring result upon all environmental aspect identified in the RKL/RPL such as air emission test, ambient air test, noise level, soil-physical test, surface water and river water quality tests, POME quality tests, etc. In general the result shows all emissions and pollution source are under allowable limit.</p> <table border="1" data-bbox="659 741 1265 1800"> <thead> <tr> <th data-bbox="659 741 815 846">Identification of Emission Sources</th> <th data-bbox="815 741 970 846">Activities</th> <th data-bbox="970 741 1265 846">Potential Mitigation Options</th> </tr> </thead> <tbody> <tr> <td data-bbox="659 846 815 1386">Land clearing and planting (Land Use Change)</td> <td data-bbox="815 846 970 1386">Land clearing (to clear the land/logged over land to allow palm oil planting)</td> <td data-bbox="970 846 1265 1386">Adopted zero burning land clearing methods; Adopted and comply with procedure and documentation required for new planting in Indonesian regulation (EIA/AMDAL) and other standards (RSPO/ISPO); No land clearing in areas identified as HCV area; Keep the HCV area and carbon stock/sequestration; Riparian zone management and enhancement; Routine inspection and patrol to avoid HCV disturbance and to avoid forest fire; Socialization to employees and communities related to green house gas mitigation program;</td> </tr> <tr> <td data-bbox="659 1386 815 1570"></td> <td data-bbox="815 1386 970 1570">Heavy equipment for land clearing</td> <td data-bbox="970 1386 1265 1570">Routine maintenance heavy equipment; Regularly emission test on heavy equipment; Socialization the impact of green house gas to the worker;</td> </tr> <tr> <td data-bbox="659 1570 815 1800"></td> <td data-bbox="815 1570 970 1800">Fertilizing/manuring</td> <td data-bbox="970 1570 1265 1800">Effective fertilizing based on dosage and recommendation from Agronomy department; No fertilizing on rainy day; No fertilizing on riparian zone; Socialization to worker the policy of fertilizing in company;</td> </tr> </tbody> </table> <p>---</p>	Identification of Emission Sources	Activities	Potential Mitigation Options	Land clearing and planting (Land Use Change)	Land clearing (to clear the land/logged over land to allow palm oil planting)	Adopted zero burning land clearing methods; Adopted and comply with procedure and documentation required for new planting in Indonesian regulation (EIA/AMDAL) and other standards (RSPO/ISPO); No land clearing in areas identified as HCV area; Keep the HCV area and carbon stock/sequestration; Riparian zone management and enhancement; Routine inspection and patrol to avoid HCV disturbance and to avoid forest fire; Socialization to employees and communities related to green house gas mitigation program;		Heavy equipment for land clearing	Routine maintenance heavy equipment; Regularly emission test on heavy equipment; Socialization the impact of green house gas to the worker;		Fertilizing/manuring	Effective fertilizing based on dosage and recommendation from Agronomy department; No fertilizing on rainy day; No fertilizing on riparian zone; Socialization to worker the policy of fertilizing in company;	<p>Comply</p>
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Criterion / Indicator		Assessment Findings			Compliance
		Identification of Emission Sources	Activities	Potential Mitigation Options	
		Harvesting and upkeep	Fuel for transport (FFB, Fertilizer, etc.)	Routine Maintenance for transportation; Regularly emission test on transport; Socialization the impact of GHG emission to the worker	
			Fertilizing/manuring and pesticide application	Effective fertilizing and spraying based on dosage and recommendation from agronomy department; No fertilizing and spraying on rainy; No fertilizing and spraying on riparian zone; Socialization to worker the policy of fertilizing in company;	
			Integrated pest management to reduce and effectiveness use of pesticide and herbicide	Actively monitor pest-disease build-up and if so required; Implement an effective control measure in order to minimize the potential loss of yield due to outbreak; Inspected all blocks first by plantation staff prior to spraying in order to enable appropriate selection of herbicide and equipment to suit the field conditions; Seek advice from agronomy for the use of any new herbicide that are constantly coming onto the market; Adopted in formulating desirable pest-disease control strategy and biological control agents: introduction of barn owl box, appropriate judicious weed management methods should be adopted and beneficial plant; No chemical use in riparian; Educate and awareness the worker regularly to implement good practices in chemical use activities;	
		Housing complex	Electricities management	Socialization to the employees to minimize and saving the electricity	
			Decomposition of household waste in landfill	Filling with soil after the landfill is full.	

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<p>5.6.3</p> <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>All emission and pollutants are monitored and evaluated.</p> <p>Sungai Purun POM: Monitoring of pollutant and emission was part of Environmental, Health and Safety Department responsibility. Analysis of air emission as per "Peraturan Menteri Negara Lingkungan Hidup No.13 tahun 2009". The POME – Palm Oil Mill Effluent was utilized for Land Application. Company has consistently monitored the quality of POME produced – on monthly basis. Monitoring of BOD every month analyzed by PT. Unilab Perdana, shows the level is under allowable limit of 5000mg/litres for land application.</p> <p>Greenhouse gas emission was monitored using RSPO's PalmGHG. See Appendix I for summary of GHG Calculation</p>	<p>Comply</p>
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</p>		
<p>Criterion 6.1:</p> <p>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.</p>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.1 A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>Company has conducted Social and Environment Impact Assessment (SIA) that covers all of the potential social impact of Sungai Purun POM and its supply bases operation. The impact assessment are under the following documents:</p> <ol style="list-style-type: none"> 1. Environmental Impact Assessment (EIA / AMDAL) year 1998 for the development of 12,000 Ha oil palm estate and a POM of capacity 60 tonnes FFB per hour. The EIA was revised in 2006 due to expansion of the estate area into ±19,860 ha and increase of mill capacity from 60 tons FFB per hour to 90 tons FFB per hour. The EIA document has covered various impact and aspects such as: building of new roads, new mills, planting expansions, mill effluent disposal, clearing of natural vegetation, etc. 2. Environmental Management Document – “Dokumen Pengelolaan Lingkungan Hidup (DPLH) No.660/14/BLH/X/2011” including area of 2,052 Ha under Terawan village. 3. Social Impact Assessment (SIA) year 2010, conducted by company in cooperation with Faculty of Forestry Institut Pertanian Bogor (IPB). The study has covered the promotion of positive impact such as: improving welfare base local community, recruitment of local worker, education, health, scheme smallholders, and reducing negative impact through 3R (reduces, reuse and recycle) waste management; reduce water and air pollution, water facilities for local community and plantation, workers welfare, etc. <p>The social impact assessment study was carried out by” Ir. Nyoto Santor, MS. (team leader – RSPO Approved HCV Assessor), Ir. Handian, MSi (social and cultural – RSPO Approved HCV Assessor), Dian Purbasari, S.Pi (social and cultural), Yanti Apriyanti S.Pi (social and cultural), Ahmad Faisal Siregar S.Hut (Social and culture – RSPO approved HCV assessor).</p> <p>Based on record review, the social impact assessment was covering stakeholder consultation process. Based on consultation with local communities during the RSPO surveillance assessment, it was known that during the SIA has involved impacted communities/parties, such as worker, local contractors, local communities, government officials, local and surrounding villages (Lampasa, Terawan and Bangkal Village) – through interview, questionnaire filling and focus group discussion.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.2</p> <p>There shall be evidence that the assessment has been done with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>EIA and SIA has been done with involvement of internal and external stakeholder as stated seen in the assessment methodology.</p> <p>In accordance to regulation, EIA document of PT. Agro Indomas (Central Kalimantan) had passed through an inter-governmental agency discussion and had been socialized to relevant stakeholders. The structure of the report complies with "Keputusan Menteri Lingkungan Hidup No.45 tahun 2005". Affected parties were involved in SIA process. Attached in the report list of respondent, picture documentation, and journal of the assessment. Result of the survey had been incorporated in "Social Management Plan" which consists of programmes, activities, opportunities, strategies, result and timeline.</p> <p>Copy of EIA and SIA document of PT. Agri Indomas (Central Kalimantan) have been made available in each estate. Participatory meeting has been conducted periodically to review SIA document.</p> <p>In 2016, company conducted social survey as reported in "Laporan Akhir Baseline Survey 2016 PT. Agro Indomas – Provinsi Kalimantan Tengah" dated February 2017. In the study, company evaluating the general condition on the landscape, social-economic aspect of surrounding communities, social-cultural aspect of community, religion, community interaction pattern, lifestyle, the growing social issues in surrounding communities, etc. The activity was involving communities from 4 villages around company operation; Terawan village, Lampasa village, Bangkal village and Selunuk village. The data processing was carried out by evaluating secondary data and primary data from questionnaire filled by respondent from random people in each village – representing social knowledge and social impacts. The study also explains the community vulnerability from 5 dimensions including: population; social-cultural; poverty/welfare level; livelihood sources; isolation and access. The study result concluded into: key findings (population; social-cultural; poverty/welfare level; livelihood sources; isolation and access); community vulnerability; impact to company operation; priority from stakeholder's perspective.</p> <p>Based on audit team interview with community of Lampasa village, Terawan village and other surrounding community shows that the positive impact from company presence:</p> <ul style="list-style-type: none"> - Improvement in community's income, from being directly employed by company; - Indirect economic impact from employees in the company (higher buying power) in terms of provision of necessity; and local contractor business; <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Improved access, opening up isolation from outside world. Ease of access to interact with other communities outside their village; - Improved community's knowledge on oil palm cultivation, used as their source of livelihood; <p>However, a negative impact also recorded – in terms of change in lifestyle and increase in consumerism/individualistic lifestyle that threaten local wisdoms.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.3</p> <p>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.</p> <p>- Major compliance -</p>	<p>Plans for mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, has been developed under:</p> <ol style="list-style-type: none"> 1. Environmental Management Plan and Environmental Monitoring Plan (RKL-RPL) as integrated part of EIA document (see indicator 5.1.1, 5.1.2, and 5.1.3). 2. Social Management Plan matrix as part of SIA document, which covers the following impact management plans: establish communication with all stakeholders, improve education quality for community, improvement of community's health, improvement of economic, solve tenurial problem, improve partnership through plasma, 3 R campaign, avoid pollution, ground water conservation, and compliance to employment regulation. <p>The abovementioned plans have covered plan to mitigate of negative impacts and promotion of the positive ones. There were monitoring protocols of the impacts with with clear timetables and identification of persons responsible for implementation of the plans.</p> <p>Based on document verification upon "Laporan Akhir Baseline Survey 2016 PT. Agro Indomas – Provinsi Kalimantan Tengah" dated February 2017, shows company has documented the social impact management plan. The social impact management has referred and consistent with AMDAL and result from Social Impact Assessment. Company has also carried out gap analysis and evaluation upon the social management, in consideration of social development during the survey process.</p> <p>Aside from AMDAL and SIA document, company has also use the result from annual study to prepare social impact management plan – for subsequent period. The purpose is to improve positive impact and minimize negative impact, resulted from company operation. The gap analysis result was used to prepare social impact management plan – "Rencana Kelola Sosial PT Agro Indomas Tahun 2017 (Review III)".</p> <p>Based on interview between audit team with surrounding communities, it was known that company has carried out the social management in form of CSR program implementation, covering resolving tenurial cases around company (outside company HGU, refer to indicator 2.3.1 stating no more land claim inside company HGU); to improve performance of scheme smallholder; to improve the economic level of community; to improve education quality in community; dissemination and improvement of public health; and improvement on improve the communication between communities and company.</p> <p>All social activities become part of responsibility from CSR Department and <i>Hubungan Masyarakat</i> - Public Relation Department of PT. Agro Indomas (Central Kalimantan).</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>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.</p> <p>- Minor compliance -</p>	<p>Review on Environmental and Social Impact management plan has been done periodically (every six month) through trend analysis and compliance evaluation in Environmental Management Plan and Environmental Monitoring Plan.</p> <p>The RKL-RPL provided evidence of community's participation in impact monitoring, such as interview survey on Local economic (job/business opportunities), satisfaction, and social conflict potency. All impact monitoring plan has been implemented:</p> <ul style="list-style-type: none"> - Job vacancy and business opportunities, monitored by inventory of employee from surrounding villages. All have been implemented. - Social conflict, monitored by observation on conflict at surrounding community; - Public health, monitored by monitoring of disease and accident data from clinic and surrounding health facility; - Work accident and health and safety monitored by accident and disease reporting and monitoring. <p>All environmental/social management and monitoring has been reporting periodically through RKL-RPL report to Local Environmental Office every six month. Latest report available for first half and second half of 2016, submitted on 1st July 2016 and in February 2017. The report has described all social-environmental monitoring activities.</p> <p>Social impact management review carried out on annual basis. In 2016, company conducted social survey as reported in "Laporan Akhir Baseline Survey 2016 PT. Agro Indomas – Provinsi Kalimantan Tengah" dated February 2017. In the study, company evaluating the general condition on the landscape, social-economic aspect of surrounding communities, social-cultural aspect of community, religion, community interaction pattern, lifestyle, the growing social issues in surrounding communities, etc. The activity was involving communities from 4 villages around company operation; Terawan village, Lampasa village, Bangkal village and Selunuk village. The data processing was carried out by evaluating secondary data and primary data from questionnaire filled by respondent from random people in each village – representing social knowledge and social impacts.</p> <p>The study also explains the community vulnerability from 5 dimension including: population; social-cultural; poverty/welfare level; livelihood sources; isolation and access.</p> <p>The study result concluded into: key findings (population; social-cultural; poverty/welfare level; livelihood sources; isolation and access); community vulnerability; impact to company operation; priority from stakeholder's perspective.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Company has also carried out gap analysis and evaluation upon the social management, in consideration of social development during the survey process. Aside from AMDAL and SIA document, company has also use the result from annual study to prepare social impact management plan – for subsequent period. The purpose is to improve positive impact and minimize negative impact, resulted from company operation. The gap analysis result was used to prepare social impact management plan – “Rencana Kelola Sosial PT Agro Indomas Tahun 2017 (Review III)”.</p>	
<p>6.1.5</p> <p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) is continuously developing the scheme smallholders, as informed above, being part of social impact assessment study by IPB. The best management practices are applied by the company for scheme smallholders, such as: fertilizing, harvesting monitoring, payment of FFB etc as equal with company best practices.</p> <p>Analysis on impact of plantation operation on smallholders and community has been incorporated in SIA analysis. Smallholder has been planned as part economic development programme. Some issues that were raised in SIA assessment:</p> <ul style="list-style-type: none"> - Different perception on minimum plasma area that should be built - Number of enthusiast villager larger than land available for plasma - Lack of understanding on rule of plasma development. <p>Based on Social Impact Assessment document, Gap Analysis document and Social impact management evaluation; scheme smallholders has been an integral parties and always been involved in preparing evaluation document. One of the topic covers the impact from development of scheme smallholders plantation.</p> <p>Based on public consultation during RAV with plantation office - “Dinas Pertanian dan Perkebunan Kabupaten Seruyan”, scheme smallholder cooperatives; the challenge related to list of smallholder - “Calon Petani dan Calon Lahan/CPCL” from government; considering the status of the land proposed for scheme smallholder plantation development. Up to RAV, government of Seruyan Regency – “Kabupaten Seruyan” cannot signed the document “Calon Petani dan Calon Lahan/CPCL” as legal standing for scheme smallholder plantation establishment.</p>	<p>Comply</p>
<p>Criterion 6.2:</p> <p>There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		

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<p>6.2.1 Consultation and communication procedures shall be documented.</p> <p>- Major compliance -</p>	<p>Company has a mechanism for consultation and communication as in SOP Communication, Participation and Consultation Doc.No.IMS.P-05, Rev 00, dated 4th May 2015. The mechanism has regulated the communication and consultation process for internal (employees) and external parties. Participation from all interested parties has been regulated through direct dissemination through worker union - "Serikat Pekerja", bipartite organization – "LKS Bipartit", safety committee – "P2K3". Meanwhile external participation was carried out through direct consultation between related department with relevant stakeholders, with issues/case on hand.</p> <p>The dissemination of SOP internally done through morning musters, and documented into "Record Briefing Pagi (SPM)". Sample seen by audit team: On date 5th June 2017, SOP Communication, Participation and Consultation Doc.No.IMS.P-05, Rev 00 being disseminated by Mr. T**** (Processing assistant) in Sungai Purun POM.</p> <p>SOP dissemination to Safety Officers was carried out by Head of Environmental Health and Safety. Sample seen: Dissemination of SOP Communication, Participation and Consultation Doc.No.IMS.P-05, Rev 00 carried out on 18th May 2017 in Training Center, attended by 29 participants.</p> <p>The SOP has been distributed and disseminated to all 27 departments under PT. Agro Indomas (Central Kalimantan). For example, SOP Communication, Participation and Consultation Doc.No.IMS.P-05, Rev 00, has been distributed and disseminated to Terawan Estate, Lampasa Estate, Sungai Rungau Estate, Sungai Purun Estate, Teluk Ulin Estate, Sungai Purun POM, Terawan POM, Central Workshop, Civil Engineering, Medical, Agronomy & Quality Assurance, IT, Electrical Engineering, and RIM Capital Estate.</p>	<p>Comply</p>

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6.2.2	<p>A management official responsible for these issues shall be nominated.</p> <p>- Minor compliance -</p>	<p>According to SOP Communication, Participation and Consultation Doc.No.IMS.P-05, and job description of the related staffs; Head of each department has responsibility in providing and updating information (under coordination with General Manager). Organization structure 2017 shows that all communication and consultation with interested parties/stakeholders are under coordination General manager. However, each department are responsible for specific matters:</p> <ul style="list-style-type: none"> - Environmental Health and Safety (EHS) Department is responsible for issues on environment, health and safety; - Human Resources (HR) Department is responsible for consultation on matters related to industrial relationship; - Corporate Social Responsibility (CSR) Department is responsible for communication related to social and donation/aid; - Other Department will responsible for issues relevant to their job description. <p>Interview with surrounding communities and government officials during RAV revealed that no issue regarding communication and consultation. All affected parties has been made aware and have access to the aforementioned person in charge.</p>	Comply

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<p>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.</p> <p>- Minor compliance -</p>	<p>List of stakeholders are available under List of Potential Partner 2017, 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 for Analytical Laboratory (for environmental monitoring).</p> <p>At estate level, all internal and external communication are recorded under Information Request Book. Based on document verification, in year 2017 there were 2 complaints logged to Public Relation Department:</p> <ul style="list-style-type: none"> - Complaint verbally conveyed from Mr. A** to Public Relation Officer on 19th April 2017 – related to transportation provision for training student. Has been responded with sending transport to deliver training student to their original school, on the same day 19th April 2017; - Communication which verbally conveyed from "Sekretaris Desa Paren" – Paren village related to coordination on village road repair on 17th July 2017. Responded on the 19th July 2017 by sending heavy machinery to Paren village, in order to conduct road maintenance. 	<p>Comply</p>
<p>Criterion 6.3:</p> <p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>		

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<p>6.3.1</p> <p>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.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has developed a system for dealing with complaint and grievance. The system for disputes resolution in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, available in the following document:</p> <ul style="list-style-type: none"> - A written social policy, updated in 7th September 2017. - A written policy on code of ethical conduct and integrity in all operations and transactions which stated that company will respect the whistle blowing anonymity, conflict of interest in all business activities including conflict resolution. - SOP of communication, participation and consultation available under document number IMS 05 and SOP number IMS 06 regarding External Communication, dated 4th May 2015, reviewed by Head of Sustainability and approved by CEO. The SOP provide guidance to handle dispute and claims from external parties communication. - 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 Indomas (Central Kalimantan) has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated 15th August 2010), Measurement of Land for Compensation (LCD 3.1, dated 15th August 2010), Overlapping Land (LCD 2.3, dated 15th August 2010). <p>In general, all external complaints will be handled by "Hubungan Masyarakat" – Public Relation Officer, and recorded under "Buku Tamu dan Komunikasi" – Guest Book and Communication. Based on document verification, in year 2017 there were 2 complaints logged to Public Relation Department:</p> <ul style="list-style-type: none"> - Complaint verbally conveyed from Mr. A** to Public Relation Officer on 19th April 2017 – related to transportation provision for training student. Has been responded with sending transport to deliver training student to their original school, on the same day 19th April 2017; - Communication which verbally conveyed from "Sekretaris Desa Paren" – Paren village related to coordination on village road repair on 17th July 2017. Responded on the 19th July 2017 by sending heavy machinery to Paren village, in order to conduct road maintenance. <p>Based on interview with workers and surrounding communities, shows that the stakeholders has understand the mechanism for complaint and grievance resolution to management. For workers, the complaint can be logged into line supervisor or related department – appointed to handle such complaint. For example, workers complaint related to housing condition, will be reported to Civil Engineering Department.</p>	<p>Comply</p>

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<p>6.3.2</p> <p>Documentation of both the process by which a dispute was resolved and the outcome shall be available.</p> <p>- Major compliance –</p>	<p>All documents related to negotiation and dispute settlement are available, such as:</p> <ol style="list-style-type: none"> 1. Records of land compensation payment to the landowners, including the amount paid for the commercial land (e.g. commercial-rubber tree) with the recipient and witness signatures. There are also copies of land compensation documents is available in General Manager Office, the documents consist of "Berita Acara Kompensasi" receipt, and photograph are available in location. 2. Negotiation on existing land conflict settlement, e.g: The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in "Bukti Notulensi Pertemuan" – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by "Kecamatan Seruyan Raya" as per "Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017" dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded the minutes of meeting 16th June 2017. 3. The complaint and grievancies monitoring book "Buku Komunikasi". <p>In general, all external complaints will be handled by "Hubungan Masyarakat" – Public Relation Officer, and recorded under "Buku Tamu dan Komunikasi" – Guest Book and Communication. Based on document verification, in year 2017 there were 2 complaints logged to Public Relation Department:</p> <ul style="list-style-type: none"> - Complaint verbally conveyed from Mr. A** to Public Relation Officer on 19th April 2017 – related to transportation provision for training student. Has been responded with sending transport to deliver training student to their original school, on the same day 19th April 2017; - Communication which verbally conveyed from "Sekretaris Desa Paren" – Paren village related to coordination on village road repair on 17th July 2017. Responded on the 19th July 2017 by sending heavy machinery to Paren village, in order to conduct road maintenance. <p>All documents are maintained.</p>	<p>Comply</p>

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<p>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.</p>		
<p>6.4.1</p>	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place.</p> <p>- Major compliance -</p> <p>Procedure of identification, calculation and compensation for the loss of legal or customary rights is available in place. Land identification procedures as follows: Claims incoming from the local community, Inventory and identification of land, document verification, field visit. Map any overlapping. If it is not compensated yet, then continued to negotiation and payment will be made after both parties are agree.</p> <p>Compensation procedure as follows: Identification of land status/legal ownership, field visit, mapping with the landowner using GPS which witnessed by neighbouring and local government officer and result is signed by them, preparing land compensation document, and payment documents, such as: Berita Acara Ganti Rugi, maps, statement letters, receipt, photograph as evidence.</p>	<p>Comply</p>

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<p>6.4.2</p> <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>Procedure to calculate and distribute compensation has been established in:</p> <ul style="list-style-type: none"> - Procedure and flowchart LCD 2.1 (communication of new plantation development); - Procedure and flowchart LCD 2.2 (Land measurement); - LCD 2.3 (Overlapping land); - LCD 2.4 (Land compensation payment process). <p>Compensation calculation procedure: as follows: The land compensation team communicating the compensation rate as per the local regulation rates among the landowner, the compensation date may vary on the vegetation/crops/ planting on the land, compensation rates are agreed per Ha basis land and planting area to be provided to the land compensation team, the land compensation team may agree for a rate within the range approved by the local regulation and company (If required to pay more than approval amount, particular approval should be received from the Plantation Director, but if the villagers agree with proposed rate, the SOP on measurement of land for compensation should be followed).</p> <p>Compensation procedure as follows: Identification of land status/legal ownership, field visit, mapping with the landowner using GPS which witnessed by neighbouring and local government officer and result is signed by them, preparing land compensation document, and payment documents, such as: Berita Acara Ganti Rugi, maps, statement letters, receipt, photograph as evidence.</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 Indomas 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 – upon request and approval.</p> <p>Based on verification upon Personnel Assisstant PA Department record, up to 2014, PT. Agro Indomas (Central Kalimantan) has compensated for the land and for the plantings to 1,870 individuals for area of 11,378 Ha.</p> <p>Currently, company has completed the compensation process for area inside the Hak Guna Usaha/HGU, and based on public consultation with village communities and relevant authorities, stated that no report from stakeholders related to land grievance in the area HGU of PT. Agro Indomas (Central Kalimantan).</p> <p>---</p>	<p>Comply</p>

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	<p>Based on interview with local communities from villages of Desa Lampasa, Desa Terawan, Desa Banua Usang as well as interview with “Badan Pertanahan Nasional/BPN” and “Dinas Perkebunan”, Kabupaten Seruyan – statement recorded that no land conflict identified between PT. Agro Indomas and other parties, including local communities around HGU of PT. Agro Indomas. The land conflict documentation including claim process, settlement process, ground verification minutes, collaborative measurement minutes, and agreement between both parties. Map of the claimed land has been presented by “Hubungan Masyarakat/Humas” – Public Relation Officer; and PA Department – in a good manner and chronological order. The map indicating the location of claimed land, name of claimant, the hectarage of claimed land. For example the settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b.</p> <p>The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in “Bukti Notulensi Pertemuan” – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by “Kecamatan Seruyan Raya” as per “Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017” dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded in the “Surat Kesepakatan Bersama”, dated 16th June 2017. The land dispute settlement documents equipped with land sketch, issued by Desa Selunuk on 19th March 1990 with disputed land of 150,000m³, result from land dispute settlement meeting from previous period in 2013, “Surat Pernyataan Pencabutan Klaim Lahan” – claim cancellation statement signed by Desa Selunuk authorities from previous period in 2015. Case closed on 16th June 2017.</p>	

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<p>6.4.3</p> <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>Based on verification upon Personnel Assisstant PA Department record, up to 2014, PT. Agro Indomas (Central Kalimantan) has compensated for the land and for the plantings to 1,870 individuals for area of 11,378 Ha.</p> <p>Currently, company has completed the compensation process for area inside the Hak Guna Usaha/HGU, and based on public consultation with village communities and relevant authorities, stated that no report from stakeholders related to land grievance in the area HGU of PT. Agro Indomas (Central Kalimantan).</p> <p>Based on interview with local communities from villages of Desa Lampasa, Desa Terawan, Desa Banua Usang as well as interview with “Badan Pertanahan Nasional/BPN” and “Dinas Perkebunan”, Kabupaten Seruyan – statement recorded that no land conflict identified between PT. Agro Indomas and other parties, including local communities around HGU of PT. Agro Indomas. The land conflict documentation including claim process, settlement process, ground verification minutes, collaborative measurement minutes, and agreement between both parties. Map of the claimed land has been presented by “Hubungan Masyarakat/Humas” – Public Relation Officer; and PA Department – in a good manner and chronological order. The map indicating the location of claimed land, name of claimant, the hectarage of claimed land. For example the settlement of Mr. As***/Ham**** of 8.0 Ha (block G20) and claim from Mr. Th***** of 6.8 Ha located in block D16b.</p> <p>The handling of double land claim cases last recorded in 2017, conveyed by Selunuk Village head, through letter No.100/140/PEM-SLK/III/2017 dated 20th March 2017. The land claim case has been followed up and settled through meeting on 22nd March 2017, as recorded in “Bukti Notulensi Pertemuan” – minutes of meeting, whereby attended by 19 representatives from company and Selunuk Village authorities. The process was mediated by “Kecamatan Seruyan Raya” as per “Surat Camat Seruyan Raya No.100/18/PEM.KSR/VI/VI/2017” dated 15th June 2017. The meeting was followed up with meeting on 16th June 2017. From the last meeting, both parties have comes to an agreement/settlement – as recorded in the “Surat Kesepakatan Bersama”, dated 16th June 2017. The land dispute settlement documents equipped with land sketch, issued by Desa Selunuk on 19th March 1990 with disputed land of 150,000m³, result from land dispute settlement meeting from previous period in 2013, “Surat Pernyataan Pencabutan Klaim Lahan” – claim cancellation statement signed by Desa Selunuk authorities from previous period in 2015. Case closed on 16th June 2017.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<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>		
<p>6.5.1</p>	<p>Documentation of pay and conditions shall be available.</p> <p>- Major compliance -</p> <p>PT. Agro Indomas (Central Kalimantan) has a company regulation, "Peraturan Perusahaan (PP)", established through "Surat Keputusan Kepala Dinas Tenaga Kerja Provinsi Kalimantan Tengah No.KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas" dated 20th June 2016. The company regulation applicable for all employees, including staff, SKU (permanent worker) and BHL (temporary worker), effective from 20th June 2016 up to 19th June 2018. Inside the company regulation, Chapter VII regulates the Remuneration:</p> <ul style="list-style-type: none"> - Remuneration stated the lowest salary will no less than minimum wage, sets by government; - Remuneration calculated from 1st day of the month until end of the month (staff and non-staff); while for daily worker, starting to work on the middle of the month or end of the month will calculated proportionally; - Salary payment; staff paid on 25th every month; non-staff paid on 7th subsequent month; - Salary deduction; for proportional payment of BPJS Kesehatan, BPJS Ketenagakerjaan - (social insurance) and income tax – in accordance to laws and regulation;. - Basic salary; Fixed salary; consist of basic slary + fixed benefit; Non-fixed benefit; Tax payment; Overtime; <p>Each worker has work agreement, including BHL (temporary worker). Sample taken:</p> <ul style="list-style-type: none"> - Mr. P*** P***** (PKWT/Security) holds a copy of work agreement No.GMO/PKWT PLT-AIM (HRD)/I dated 7th January 2017. The work agreement explains period of agreement is 1 year (7th Januari 2017 – 6th January 2018), Salary Rp.2,350,329/month, Natura Rp.267,750/month, registered into "BPJS Kesehatan dan Ketenagakerjaan" (insurance), eligible for housing, clean water, electricity. Equipped with "Checklist Orientasi Karyawan Baru" consist of company regulation, employees right, salary, health and safety, company policies, employee's latest medical check up result; - Mr. Y***** (PKWT/Driver) holds a copy of work agreement No.GMO/PKWT-PLT-AIM-(HRD)/VII/11730154-II dated 10th July 2017. The work agreement explains period of agreement is 1 year (11th July 2017 – 10th July 2018), <p>---</p>	<p>Comply</p>

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	<ul style="list-style-type: none"> - Salary Rp.2,350,329/month, Natura Presence benefit Rp.127,500/month, annual leave 12 days, registered into "BPJS Kesehatan dan Ketenagakerjaan" (insurance), eligible for housing, clean water, electricity. Equipped with "Checklist Orientasi Karyawan Baru" consist of company regulation, employees right, salary, health and safety, company policies, employee's latest medical check up result. - Mr. Y***** R***** (BHL/Harvester) holds a copy of work agreement No.059/GMO/HRD/VIII/2017 dated 11th August 2017. The work agreement explains period of agreement is 6 months (12th August 2017 – 11th February 2018), Salary sets to minimum wage of Seruyan Regency, registered into "BPJS Kesehatan dan Ketenagakerjaan" (insurance), eligible for housing, clean water, electricity. Equipped with "Checklist Orientasi Karyawan Baru" consist of company regulation, employees right, salary, health and safety, company policies, employee's latest medical check up result. <p>The salary payment system has been regulated. Salary paid in 2017 has been adjusted as "Peraturan Gubernur Kalimantan Tengah No.24 Tahun 2016 tentang Upah Minimum dan Upah Minimum Sektoral Kabupaten/Kota di Provinsi Kalimantan Tengah Tahun 2017" dated 21st November 2016. Based on the regulation, minimum wage for plantation and planttion forest sets at Rp.2,477,829. This was then followed up by company through "Internal Memo No.002/AHL-SPU/HR/2016/Revisi tentang Penyesuaian Upah Harian bagi BHL dan SKU tahun 2017" dated 19th December 2016. The salary per manday sets as: Temporary workers set at Rp.99,113/manday; Permanent workers paid at Rp.94,013/manday with additional natura.</p> <p>Based on document verification upon "Payroll Distribution" between February – July 2017 in Sungai Rungau Estate and Sungai Purun POM shows all employee paid as per regulation.</p> <ul style="list-style-type: none"> - Mr.A*****-ID11610818 (BHL/Harvester) in March 2017 has 25 mandays: Basic salary Rp.99,113/manday; total payment in March 2017 Rp. 3,200,778. - Mrs.S*****-ID11610057 (SKU/Upkeep) in Sungai Rungau Estate in March 2017 has 26 mandays and earned Rp.2,068,286; - Mr.A*****-ID11610819 (BHL/Harvester) in Sungai Rungau Estate in May 2017 earned Rp.2,148,106,- - Mr.H*****-ID11520520 (SKU-H/Operator) in Sungai Purun POM in July 2017 has 24 mandays and earned Rp.2,256,312; - Mr.E** L*****-ID11520521 (SKU-H/QC) in Sungai Purun POM in July 2017 worked 27 mandays and earned Rp.2,538,351; 	

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<p>6.5.2</p> <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>PT. Agro Indomas (Central Kalimantan) has a company regulation, established and acknowledged through "Surat Keputusan Kepala Dinas Tenaga Kerja Provinsi Kalimantan Tengah No.KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas" dated 20th June 2016 and valid for two year.</p> <p>The company regulation covers:</p> <ul style="list-style-type: none"> - General condition: Background, terminology and abbreviation, scope of compay regulation; - Industrial relationship: recruitment process, industrial relation, temporary worker, probation, daily worker, worker appraisal, promotion, personal database, pension; - Work: working days, working hour, break, overtime, public holiday; - Annual leave: annual leave, special condition leave, periodic leave, maternal leave, praying and other religious, Hajj pilgrim permit; - Education, training and management performance development; - Transfer of position/unit, promotion and demotion, transfer, transfer under group, temporary position, demotion; - Payment: Salary payment system, salary payment period, salary payment, payment deductin, basic salary, non-fixed benefit, tax, overtime, salary during detention, salary and donation, salary during sickness/medical treatment, religious day benefit, salary adjustment, bonus; - Social insurance, medication, health treatment, transportation, facility, social amenities, education facility, worker welfare, death and burial; - Rewards upon work achievement; - Health and Safety, work equipment, health and safety program, - Company rules and sanction: worker rights, worker obligations, prohibition, sanction; - Worker grievance: procedure for worker grievance communication, worker grievance settlement; - Dismissal: worker rights and obligations, company rights and obligations – upon dismissal; - Interpretation of company regulation, validity of company regulation, additional condition, distribution of company regulation; <p>The company regulation written in Bahasa Indonesia.</p> <p>Each worker has work agreement - "Surat Perjanjian Kejra/SPK". The company regulation has been disseminated, explained during recruitment process.</p> <ul style="list-style-type: none"> - Mr. P*** P***** (PKWT/Security) holds a copy of work agreement No.GMO/PKWT PLT-AIM (HRD)/I dated 7th January 2017. Equipped with "Checklist Orientasi Karyawan Baru" consist of company regulation, employees right, salary, health and safety, company policies, employee's latest medical check up result; <p>---</p>	<p>Comply</p>

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	<p>- Mr. Y***** (PKWT/Driver) holds a copy of work agreement No.GMO/PKWT-PLT-AIM-(HRD)/VII/11730154-II dated 10th July 2017. Equipped with "Checklist Orientasi Karyawan Baru" consist of company regulation, employees right, salary, health and safety, company policies, employee's latest medical check up result.</p> <p>HR Department has documented all worker database under "Employee Personal File PT. Agro Indomas", whereby explains the employee number, name, date of join, Estate/Dept/Category, Classification, etc. Inside the file, completed with initial work agreement – "Surat Perjanjian Kerja Awal Masuk", latest/renewed work agreement – "Surat Perjanjian Kerja Terakhir", initial medical examination result – "Hasil Pemeriksaan Kesehatan Awal", latest medical examination result – "Hasil Pemeriksaan Kesehatan Terakhir", any recommendation letter, work performance appraisal.</p>	

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<p>6.5.3</p> <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 visits it was evident that the company has provided a standard housing for staff and workers. Basic need such as electricity and water supply was adequate. Other social and educational facilities such as kindergarten, elementary and middle school facilities, playground, clinic, food court, cooperatives, mosques/churches are provided.</p> <p>The medical facility was including delivery facilities and referral treatments to hospitals. Policlinic: 4 units; 1 company doctor; 10 paramedics; 2 midwives; 2 ambulances;</p> <p>Education facilities consists of: Creche: 7 units; Kindergarten 3 units; Elementary school: 1 unit; Junior high school: 1 unit; 12 school transportation by buses are also provided free by the company.</p> <p>Religious facilities: mosque 4 units; church 3 units; temple 1 unit;</p> <p>Recreation facilities in the form of playing fields, sport field and community halls are available in estates. Football field: 4 units; badminton 4 units; futsal; 4 units; volley ball: 6 units; cooperative: 6 units; food court: 4 units;</p> <p>Water quality tests confirmed the treated water supplied to housing was suitable for domestic use. Water quality test conducted against "Peraturan Menteri Kesehatan No.416 tahun 1999".</p> <p>Based on verification, company regulation prohibit worker from changing and/or adding new building/extension to company housing. However, it was found workers are adding building/extension such as vehicle garage onto the original house building. Company has taken policy stating all additional building/extension will be provided by company; however, workers allowed to use the additional building until company constructed the additional building/extension. In 2017, company has collected data on damaged housing and/or additional building/extension:</p> <p>- "PT. AICK & PT. RC Residential & Non Residential Building Repair & Maintenance Cost" explains the budget for housing repair period 2017 – 2020 for each housing with total cost Rp.906,200,000 in fiscal year 2017/2018; another Rp.885,025,000 for fiscal year 2018/2019 and Rp.883,525,000 for fiscal year 2019/2020.</p> <p>---</p>	<p>Comply</p>

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		<ul style="list-style-type: none"> - Building repair implemented in 2017 has been documented "Dokumen Rekalpitulasi Pekerjaan Perbaikan Perumahan tahun 2017" stated 124 unit of house repair cost Rp.621,184,000; - As in budget 2017/2018, company has a plan to implement building repair including garage building documented in "Time Schedule Civil Project Budget FY 2017/2018". The plan including full housing repair and roofing replacement. - The roofing replacement will change asbestos roof into zinc plate roofing; - As monitoring tool, "Time Schedule Civil Engineering Project Budget 2017/2018 R1" has been prepared to update progress housing repair in monthly basis. Up to date, housing repair in Teluk Ulin Estate progressed 35% from plan and housing repair in Terawan Estate progressed 20% from plan. 	
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>	<p>Based on payroll record verification, company regulation and interview with SKU-H, SKU-B and staff – it was known that company provides rice – as natura. Based on interview with workers, market and merchant will be available during salary pay-day, so that workers can meet their household need.</p> <p>In addition, worker cooperatives have been established to provide basic need.</p> <p>The nearest market located in Sebaby, around 12 km from company location.</p>	Comply
<p>Criterion 6.6:</p> <p>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>			

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<p>6.6.1 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 7th September 2017. This document is publicly available.</p> <p>There is worker union "Serikat Pekerja PT Agro Indomas Sinar Fajar - SPSF", registered under "Surat Keputusan Kepala Dinas Tenaga Kerja, Transmigrasi dan Pariwisata Kabupaten Seruyan No.560/55/Disnakertrans/I/2014" dated 16th January 2014.</p> <p>The latest registration to Dinas Tenaga Kerja Kabupaten Seruyan as per "Surat Keputusan Kepala Dinas Tenaga Kerja No.560/181/DISNAKERTRANS/II/2017 tentang Pencatatan Struktur Serikat Pekerja Sinar Fajar (SPSF) PT. Agro Indomas" dated 9th January 2017 has informing the change in structure. The structure of committee as follows:</p> <p>Chairman : Alian Junaidi Vice : Noverdi Secretary : Rahmat and Adi Suseno Treasurer : Sulardi, Supriyanto and Naswandi</p> <p>PT. Agro Indomas (Central Kalimantan) has also demonstrate "Lembaga Kerjasama Bipartit – LKS Bipartit" to handle industrial dispute. The organization has been registered under "Surat Keputusan Kepala Dinas Tenaga Kerja, Transmigrasi dan Pariwisata Kabupaten Seruyan No.560/361/Disnakertranspar/II/2012 tentang Pengesahan Lembaga Kerjasama Bipartit PT. Agro Indomas" dated 14th February 2012.</p> <p>Based on interview with sampled worker and representative of worker union, PT. Agro Indomas was supportive to the union.</p>	<p>Comply</p>

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6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance -</p>	<p>Based on interview with Human Resources Department/HRD and worker union committee; as well as document verification, it was known that regular meeting scheduled on monthly basis – together with Meeting “Bipartit”. Record verified:</p> <ul style="list-style-type: none"> - Meeting management and worker union dated 19th January 2017, attended by 24 representatives from worker union committee and management; - Meeting management and worker union dated 22nd February 2017, attended by 10 representatives from worker union committee and management – discussing worker union committee campaign period 2017-2019; - Meeting management and worker union dated 10th May 2017, attended by 13 representatives from worker union committee and management – discussing Bonus payment phase I, 2017; - Meeting management and worker union dated 6th June 2017, attended by 6 representatives from worker union committee and management – discussing worker request for housing repair, religious day benefit, school bus, clinic, ambulance, and paramedic in clinics; 	Comply
<p>Criterion 6.7: Children are not employed or exploited.</p>			

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<p>6.7.1</p> <p>There shall be documentary evidence that minimum age requirements are met.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has established social policy, under “Kebijakan Sosial” dated 7th September 2017. The policy stated prohibit the use of child/underage worker (Point 3).</p> <p>PT. Agro Indomas (Central Kalimantan) has established company regulation – ‘Peraturan Perusahaan/PP” and acknowledged through “Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah No. KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas”. Dated 20th June 2016, and valid until 19th June 2018. The policy implemented in the company regulation, chapter 5, verse 2 stating the requirement for recruitment is minimum 18 years old on the date recruited.</p> <p>Sungai Rungau Estate: Based on document verification, as on August 2017; as well as interview with harvesters it was known that company does not use harvester under 18 years old. Sample taken: Mr.Yo***** E** S***** , DoB 31st July 1999 – day first work (harvester) 12th August 2017 (18 years and 1 month), Mr. An*****, DoB 14th June 1991 and day first work (harvester) on 9th February 2017 (25 years and 6 months), Mr.. L***** DoB 10th April 1972 – day first work (harvester) 17th November 2009 (37 years and 6 months) with status SKU-H/permanent worker.</p> <p>Sungai Purun Estate; Based on document verification, as on August 2017; as well as interview with upkeep workers it was known that company does not hire workers under 18 years old. Sample taken: Mrs. S***** M*****, DoB 15th March 1982 – day first work (SKU-H upkeep) 18th November 2005 (23 years and 3 months), Mrs.Ka*****, DoB 10th November 1965 and day first work (SKU-H/upkeep) on 13th December 2005 (40 years and 1 month), Mrs. T***** DoB 14th May 1982 – day first work (SKU-H/upkeep) 17th November 2009 (27 years and 5 months).</p> <p>Based on public consultation with manpower office - “Dinas Tenaga Kerja Kabupaten Seruyan”, worker union, gender committee, admitted no worker under 18 years old employed by PT. Agro Indomas (Central Kalimantan).</p>	<p>Comply</p>
<p>Criterion 6.8:</p> <p>Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>		

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<p>6.8.1</p> <p>A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has a social policy established on 7th September 2017; which stated that company treat all employee in fair and justice manner, no discrimination against gender, ethnic, nationality, disability, sexual orientation, religion, political affiliation, gender committee membership, or age. The social document was available for public, available in Estate office of Sungai Purun Estate and Sungai Rungau Estate.</p> <p>Based on interview with workers, gender committee and worker union representative, no indication of discrimination against workers. Company has a procedure related to recruitment of temporary workers, as regulated in "Internal Memo HR&GA Manager No.002/AICK/HR-IM/VII/201 tentang Ketentuan Rekrutment BHL" dated 26th July 2016. The memo regulates criteria, recruitment procedure, facility for workers, sanction and others.</p> <p>Company has a policy for human resource, issued by Divisi SDM Group dated 1st December 2003; which regulates process for recruitment of staff and permanent employee.</p> <p>Based on document verification, company has a procedure to recruitment and promotion, indicating strict policy to prohibit discrimination against certain race/caste/religion/disability/gender/sexual orientation/union membership/political affiliation. HR Department has documented all worker database under "Employee Personal File PT. Agro Indomas", whereby explains the copy of personal information (ID card (Kartu Tanda Penduduk/KTP and Kartu keluarga), initial work agreement – "Surat Perjanjian Kerja Awal Masuk", latest/renewed work agreement – "Surat Perjanjian Kerja Terakhir", initial medical examination result – "Hasil Pemeriksaan Kesehatan Awal", latest medical examination result – "Hasil Pemeriksaan Kesehatan Terakhir", recommendation letter, work performance appraisal.</p> <p>Based on interview with permanent worker and temporary worker (BHL), shows that company has treated all worker equally – in terms of salary payment, provision of PPE in accordance to risk assessment/activity, provision of working tools, provision of facility (housing, electricity and clean water).</p> <p>Specific for harvester, wheelbarrow provision was split between company and worker. This has been agreed and formalized into "Surat Perjanjian Kredit Angkong". For example Mr.A***** July 2017 shows salary deduction of Rp.57,500. The basic for deduction is "Surat Perjanjian Kredit Angkong No.1/SRE-SPK-A/02/2017" dated 5th April 2017. The terms for agreement for 4 months.</p>	<p>Comply</p>

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<p>6.8.2 Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against.</p> <p>- Major compliance -</p>	<p>Based on document verification to Sungai Purun Estate, August 2017 shows all 535 workers consist of temporary worker (BHL), permanent worker (SKU-H and SKU-B). Based on demographic information, most of the workers comes from surrounding village: Bangkal village, Lampasa village, Terawan village and the other workers come from other region.</p> <p>Based on interview with gender committee, it was known that no gender discrimination for work activity in PT. Agro Indomas (Central Kalimantan).</p> <p>Based on interview with worker union, it was known that company has a policy related to anti-discrimination as in "Kebijakan Sosial" dated 7th September 2017. The policy stated "company treat all employee in fair and justice manner, no discrimination against gender, ethnic, nationality, disability, sexual orientation, religion, political affiliation, gender committee membership, or age".</p> <p>Based on document verification, company has a procedure to recruitment and promotion, indicating strict policy to prohibit discrimination against certain race/caste/religion/disability/gender/sexual orientation/union membership/political affiliation. HR Department has documented all worker database under "Employee Personal File PT. Agro Indomas", whereby explains the copy of personal information (ID card (Kartu Tanda Penduduk/KTP and Kartu keluarga), initial work agreement – "Surat Perjanjian Kerja Awal Masuk", latest/renewed work agreement – "Surat Perjanjian Kerja Terakhir", initial medical examination result – "Hasil Pemeriksaan Kesehatan Awal", latest medical examination result – "Hasil Pemeriksaan Kesehatan Terakhir", recommendation letter, work performance appraisal.</p> <p>Based on interview with permanent worker and temporary worker (BHL), it was known that company has treated all worker equally – in terms of salary payment, provision of PPE in accordance to risk assessment/activity, provision of working tools, provision of facility (housing, electricity and clean water).</p> <p>For each type of work, the workload and work risk has been calculated based on average ability to complete the work. Therefore company sets basic performance for each type of work; for example the basic for harvester different from upkeep worker. The extra achievement will be supplemented into additional salary.</p> <p>---</p>	<p>Comply</p>

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	<ul style="list-style-type: none"> - In February 2017, Mr.A***** (ID11619818/Harvester) earns harvesting premium of Rp.4,677,424 and pruning premium of Rp.251,550; Mr.A** (ID11610820/harvester) earns harvesting premium of Rp.1,911,541 and pruning premium of Rp.289,000; - In March 2017, Mrs.S***** (ID11610056/Upkeep) earns upkeep premium of Rp.1,631,000; Mrs. P*** S***** (ID11610057/Upkeep) earns upkeep premium of Rp.1,526,500. 	
<p>6.8.3</p> <p>It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>Based on document verification, company has a procedure to recruitment and promotion, indicating strict policy to prohibit discrimination against certain race/caste/religion/disability/gender/sexual orientation/union membership/political affiliation. HR Department has documented all worker database under "Employee Personal File PT. Agro Indomas", whereby explains the copy of personal information (ID card (Kartu Tanda Penduduk/KTP and Kartu keluarga), initial work agreement – "Surat Perjanjian Kerja Awal Masuk", latest/renewed work agreement – "Surat Perjanjian Kerja Terakhir", initial medical examination result – "Hasil Pemeriksaan Kesehatan Awal", latest medical examination result – "Hasil Pemeriksaan Kesehatan Terakhir", recommendation letter, work performance appraisal.</p> <p>Based on interview with worker union and gender committee, it was known that company has a policy related to anti-discrimination during new employee recruitment and promotion. The whole recruitment and promotion process based on assessment, history of training, medical record, and/or latest medical check up result.</p> <p>Based on document verification upon medical check up record and interview with paramedic; for work with high risk that requires specific requirements such as sparying work was not intended for pregnant and/or breast-feeding women. Therefore any pregnant and/or breast will be transferred to light work.</p>	<p>Comply</p>
<p>Criterion 6.9:</p> <p>There is no harassment or abuse in the work place, and reproductive rights are protected.</p>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.1</p> <p>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>PT. Agro Indomas (Central Kalimantan) has a social policy established on 11th July 2014. The policy stated company shall prevent sexual harrasment and prevent domestic violence and to protect female workers’s reproductive rights. The social document is available for public, in Sungai Purun Estate premises and Sungai Rungau Estate premises.</p> <p>To handle sexual harrasment case/domestic violence, regulated under “Surat Edaran Head of Human Resources Operation No.007/HR-RO/V-2011 perihal Panduan Penanganan Pelecehan Seksual di tempat Kerja” – guidance for handling sexual harrasment in workplace. In the memorandum, regulating the handling mechanism including reporting a complaint, checking and verification, investigation result, etc.</p> <p>Based on interview with workers, dependant in housing complex, gender committee shows that they understand mechanism on how to lodged a complaint related to sexual harrasment; including protection of whistleblower and anonymity.</p> <p>Gender committee for period 2016 – 2018 has been established: Chairwoman: Mrs.Yan Purwani; Unit leader : Mrs.Lina Ayu P (Terawan Estate), Mrs.Siti Rohana (Terawan POM), Mrs.Siti Aisyah (HR&GA), Mrs.Wiwit Astianing (Central Workshop), Mrs.Nurmayanti M (RIM Capital Estate), Mrs.Susi B Sitorus (Sungai Purun Estate), Mrs.Martiana (Sungai Rungau Estate), Mrs.Heti K (Sungai Purun POM), Mrs.Ivori M (Teluk Ulin Estate), Mrs.Bulan C (Agronomy/GRDC), Mrs.Yayang Leloni (Lampasa Estate), Mrs.Yuridin Fitriawati (Clinic Teluk Ulin Estate), Uki (Clinic Sungai Rungau Estate and Sungai Purun Estate), Mrs.Ika N (Clinic RIM Capital), Mrs.Ari Handayani (Clinic Terawan Estate).</p> <p>Company has disseminated the policy on prohibition of sexual harrasment to all worker through:</p> <ul style="list-style-type: none"> - Installation of Social Policy and “Surat Edaran Head of HR Operation No.007/HR-RO/V-2011” – guidance for handling sexual harrasment in workplace; placed on each estate; - Conduct a direct communication on the procedure. For example during morning muster or specific occasion. Record seen and verified: Policy dissemination on 7th Februari 2017, attended 28 workers (male and female), 18th April 2017 attended 31 workers, and 20th July 2017 attended 5 female workers; <p>---</p>	<p>Comply</p>

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	<p>Based on field visit to worker housing, company has provided creche for worker's family with pre-school age for free. The creche managed by officers, located in each housing compound.</p>	
<p>6.9.2</p> <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>PT. Agro Indomas (Central Kalimantan) has a social policy established on 11th July 2014. The policy stated company shall prevent sexual harrasment and prevent domestic violence and to protect female workers's reproductive rights. The social document was available for public, in Sungai Purun Estate premises and Sungai Rungau Estate premises.</p> <p>Company has a policy relating to the protection of reproductive rights, included in corporate regulation, section 21 of the period leave, Article 22 of the Leave days of Pregnancy, childbirth and miscarriage.</p> <p>Company has disseminated the policy on protection of reproductive rights for female workers, through:</p> <ul style="list-style-type: none"> - Installation of Social Policy placed on each estate; - Conduct a direct communication on the procedure. For example during morning muster or specific occasion. Record seen and verified: Policy dissemination on 7th Februari 2017, attended 28 workers (male and female), 18th April 2017 attended 31 workers, and 20th July 2017 attended 5 female workers; <p>Based on interview with gender committee, female spraying worker and paramedic shows that company prohibit pregnant and/or breastfeeding women to conduct a risk work/chemical-related work such as spraying team or fertilizer spreader. Company has a policy to transfer pregnant worker for light work activity such as manual upkeep or office cleaning activity – until maternal leave period ends. The worker remains on the light work during breastfeeding period of 6 months. Company also provides and allowed a time for breastfeeding, for their female worker at around 10.00 AM.</p> <ul style="list-style-type: none"> - Maternal leave under name Mrs.S***** based on "Surat Pengantar Berobat" dated 23rd September 2016 from paramedic/midwives stating recommendation for maternal leave effective 24th September – 23rd December 2016; approved by Division's Assisstant Manager; - Maternal leave under name Mrs.P***** based on "Surat Pengantar Berobat" dated 5th January 2017 from paramedic/midwives stating recommendation for maternal leave effective 23rd January – 22nd April 2017; approved by Division's Assisstant Manager; 	<p>Comply</p>

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<p>6.9.3 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>PT. Agro Indomas (Central Kalimantan) has a social policy established on 11th July 2014. The policy stated company shall prevent sexual harrasment and prevent domestic violence and to protect female workers’s reproductive rights. The social document is available for public, in Sungai Purun Estate premises and Sungai Rungau Estate premises.</p> <p>To handle sexual harrasment case/domestic violence, regulated under “Surat Edaran Head of Human Resources Operation No.007/HR-RO/V-2011 perihal Panduan Penanganan Pelecehan Seksual di tempat Kerja” – guidance for handling sexual harrasment in workplace. In the memorandum, regulating the handling mechanism including reporting a complaint, checking, investigation and verification, investigation result, appeal process, investigation related to third party, non-employee third party, sanction, etc.</p> <p>Based on interview with workers, dependant in housing complex, gender committee shows they understand mechanism on how to lodged a complaint related to sexual harrasment; including protection of whistleblower and anonymity. It was found that no sexual harassment, domestic violence or other case was reported to the Gender Committee.</p>	<p>Comply</p>
<p>Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>		
<p>6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p> <p>- Minor compliance -</p>	<p>The record of current and price paid for FFB from scheme smallholder and outside supplier is maintained and made publicly available. The current FFB price is circulated to cooperatives via short message service/SMS.</p> <p>Based on interview with Mr. Anang Syahwani and Mr. Djuanda (third-party FFB supplier); the third-party FFB price referring to the agreement and was informed regularly to them through SMS.</p> <p>Based on interview with Mr. Kardiansyah, community leader and chairman of “Koperasi Ungguljaya Sejahtera” - cooperative, Paren village stated that FFB pruchase price for scheme smallholder was based on FB price regulated by “Pemerintah Provinsi Kalimantan Tengah – Dinas Pertanian dan Perkebunan” – on monthly basis. Company consistently referring to the price sets by government. Interested parties can access the information through mills and also available in newspaper.</p>	<p>Comply</p>

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<p>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).</p> <p>- Major compliance -</p>	<p>Based on interview with cooperative chairman/scheme smallholder, company and the third-party FFB suppliers; FFB pricing and its reference stated are bound to agreement/contract.</p> <p>Agreement of FFB Purchase between company and third-party FFB supplier:</p> <ul style="list-style-type: none"> - "Perjanjian Jual Beli TBS No.MILL/PPP/TBS/II/2014/1 antara PT. Agro Indomas dengan Saudara Suriyanto Bagio" – FFB purchase agreement between PT. Agro Indomas and Mr. Suriyanto Bagio, dated 18th February 2014. The agreement has laid out and explaining: FFB price based on government price "Kabupaten Kotawaringin Timur", on monthly basis; number of bunches and grading process; right for Empty Fruit Bunch/EFB is accessible for supplier, with arrangement, etc. Date of agreement and signing by both party, stating understanding of agreement 18th February 2014. - "Perjanjian Jual Beli TBS No. MILL/BS/TBS/XI/2014/6 antara PT. Agro Indomas dengan Saudara Anang Syahwani" – FFB purchase agreement between PT. Agro Indomas and Mr. Anang Syahwani, dated 5th November 2014. The agreement has laid out and explaining: FFB price based on agreement between both party; number of bunches and grading process; Empty Fruit Bunch/EFB accesible for supplier with arrangement; FFB handover; Assurance from FFB supplier. Date of agreement and signing by both party, stating understanding of agreement 5th November 2014. <p>Based on interview with third-party FFB supplier, the FFB price follows "Peraturan Menteri Pertanian No.14/Permentan/OT.140/2/2013 tentang Pedoman Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun". The component that affects FFB price is price of CPO and price of PK, CPO extraction rate, PK extraction rate, "K" index, source of FFB, scheme smallholder's FFB price, and competitor mill's purchase price.</p> <p>Information on FFB price to third-party FFB supplier through SMS, and followed up with email correspondence from "Logistics and Palm Product Procurement Assistant Manager". Sample seen: email on 30th May 2017, related to FFB purchase price confirmation, stated effective 1st June 2017 the third party FFB price sets at Rp.1,480/kg. The price can change at any time, with notification. This price point have been changed from previous period, sets at Rp.1,420/kg.</p> <p>Confirmation from Mr. Anang Syahwani, the agreed FFB price informed through SMS and email.</p> <p>---</p>	<p>Comply</p>

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	<p>For scheme smallholder, company has an agreement and registered into notary act:</p> <ul style="list-style-type: none"> - Agreement between company and Terawan Plasma, Terawan village - "Perjanjian Pengelolaan Perkebunan Plasma Desa Terawan 2008" and notary act - "Akta Notaris Nurita Zouharminy, SH, No.44 Tahun 2008". The agreement sets the development of scheme smallholder for Terawan village of 60 Ha. The agreement was assisted and facilitated by government - "Pemerintah Kabupaten Seruyan" and "Pemerintah Provinsi Kalimantan Tengah". - Agreement between company and Lampasa Plasma, Lampasa village - "Perjanjian Pengelolaan Perkebunan Plasma Desa Lampasa 2008" and notary act - "Akta Notaris Nurita Zouharminy, SH, No.45 Tahun 2008". The agreement sets the development of scheme smallholder for Lampasa village of 60 Ha. The agreement was assisted and facilitated by government - "Pemerintah Kabupaten Seruyan" and "Pemerintah Provinsi Kalimantan Tengah". <p>Scheme smallholder FFB pricing mechanism: PT. Agro Indomas using the FFB purchasing structure as determined during "Rapat Tim Penetapan harga TBS Provinsi Kalimantan Tengah, Kantor Dinas Perkebunan Provinsi Kalimantan Tengah" – FFB price meeting, involving government representative, plantation companies, and oil palm growers. The guidance for FFB price structure referring to "Peraturan Menteri Pertanian No.14/Permentan/OT.140/2/2013 tentang Pedoman Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun", "Peraturan Gubernur Kalimantan Tengah No.2 Tahun 2013 tentang Pembentukan Tim Penetapan Harga Pembelian Tandan Buah Segar (TBS) Kelapa Sawit Produksi Pekebun di Kalimantan Tengah". The formula: FFB price "Harga TBS = K {Hms x Rms + His x Ris} H TBS : FFB price accepted by oil palm grower at mill, stated in Rp/kg; K : Proportion index, indicating part received by oil palm growers, stated in percentage (%); Hms : Average CPO price, considering export realization (FOB) and local sales; for each company during previous period, stated in Rp/Kg; Rms : Palm Oil extraction rate (CPO), stated in percentage (%); His : Average PK price, considering export realization (FOB) and local sales; for each company during previous period, stated in Rp/Kg; Ris : Kernel extraction rate (PK), stated in percentage (%). ---</p>	

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	<p>Based on interview with scheme smallholder – with planting year 2003, it was known that the price paid by PT. Agro Indomas has referring to applicable FFB price at each period. For example, for period of June 2017, applicable FFB price (for 10-20 years old palm) was Rp.1,663.07/kg. This is comply with FFB price sets based on “Surat Keputusan Kepala Dinas Perkebunan Provinsi Kalimantan Tengah No.525/1054/PPH/Disbun perihal Berita Acara Hasil Rapat Tim Penetapan Harga Pembelian TBS” dated dated 14th June 2017.</p>	

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<p>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.</p> <p>- Minor compliance -</p>	<p>Based on interview with third-party FFB supplier, company and the FFB suppliers are bound to agreement/contract:</p> <ul style="list-style-type: none"> - "Perjanjian Jual Beli TBS No.MILL/PPP/TBS/II/2014/1 antara PT. Agro Indomas dengan Saudara Suriyanto Bagio" – FFB purchase agreement between PT. Agro Indomas and Mr. Suriyanto Bagio, dated 18th February 2014. The agreement has laid out and explaining: Object for purchase is FFB that meets requirements/harvesting quality and no-dispute status; time and location for delivery; FFB transportation; FFB price based on government price "Kabupaten Kotawaringin Timur", on monthly basis; number of bunches and grading process; right for Empty Fruit Bunch/EFB is accessible for supplier, with arrangement; FFB handover; Assurance from FFB contractor; Dispute settlement; Timeframe for agreement; Agreement termination. Date of agreement and signing by both party, stating understanding of agreement 18th February 2014. - "Perjanjian Jual Beli TBS No. MILL/BS/TBS/XI/2014/6 antara PT. Agro Indomas dengan Saudara Anang Syahwani" – FFB purchase agreement between PT. Agro Indomas and Mr. Anang Syahwani, dated 5th November 2014. The agreement has laid out and explaining: Object for purchase is FFB that meets requirements/harvesting quality and no-dispute status; time and location for delivery; FFB transportation; FFB price based on agreement between both party; number of bunches and grading process; Empty Fruit Bunch/EFB accesible for supplier with arrangement; FFB handover; Assurance from FFB supplier; Dispute settlement; Timeframe for agreement; Agreement termination. Date of agreement and signing by both party, stating understanding of agreement 5th November 2014. <p>For scheme smallholder, company has an agreement and registered into notary act:</p> <ul style="list-style-type: none"> - Agreement between company and Terawan Plasma, Terawan village - "Perjanjian Pengelolaan Perkebunan Plasma Desa Terawan 2008" and notary act - "Akta Notaris Nurita Zouharminy, SH, No.44 Tahun 2008". The agreement sets the development of scheme smallholder for Terawan village of 60 Ha. The agreement was assissted and facilitated by government - "Pemerintah Kabupaten Seruyan" and "Pemerintah Provinsi Kalimantan Tengah". <p>---</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
		<p>- Agreement between company and Lampasa Plasma, Lampasa village - "Perjanjian Pengelolaan Perkebunan Plasma Desa Lampasa 2008" and notary act - "Akta Notaris Nurita Zouharminy, SH, No.45 Tahun 2008". The agreement sets the development of scheme smallholder for Lampasa village of 60 Ha. The agreement was assisted and facilitated by government - "Pemerintah Kabupaten Seruyan" and "Pemerintah Provinsi Kalimantan Tengah".</p> <p>Copy of these agreements are available with each parties.</p>	
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>Based on verification, invoice from Mr.Anang Syahwani, dated 17th May 2017 for FFB sales period 1 – 14th May 2017 of 23,670 kg – the FFB price stated at Rp.1,420/kg. Invoice dated 29th May 2017 for FFB sales period 15-25th May 2017 of 5,980 kg – the FFB price stated at Rp.1,420/kg. Company demonstrated evidence of payment, dated 16th June 2017 with Rp.41,***** through Maybank transmittal No.320873.</p>	Comply
<p>Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.</p>			
6.11.1	<p>Contributions to local development that are based on the results of consultation with local communities shall be demonstrated.</p> <p>- Minor compliance –</p>	<p>As explained in indicator 6.1.3, stating company has tries to evaluate implementation of the social impact management plan. This was recorded under "Baseline Survey 2016 PT. Agro Indomas – Provinsi Kalimantan Tengah - February 2017".</p> <p>Gap analysis and evaluation upon social impact management has been carried out, capturing the latest social development/social dynamic in the region, until survey carried out. The gap analysis result and evaluation was reported under "Matriks Analisa Gap Pengelolaan Social Impact Assessment PT. Agro Indomas tahun 2017".</p> <p>All the measures was intended to understand the social dynamic within surrounding communities, including the community's need and priority for community development.</p> <p>The activities involving communities from 4 villages around the company's plantation; namely Terawan village, Lampasa village, Bangkal village and Selunuk village. The data processing was carried out by evaluating secondary data and primary data from questionnaire filled by respondent from random individuals in each village – representing social knowledge and social impacts. The study also explains the community vulnerability from 5 dimensions including: population; social-cultural; poverty/welfare level; livelihood sources; isolation and access. The study result concluded into: key findings (population; social-cultural; poverty/welfare level; livelihood sources; isolation and access); community vulnerability; impact to company operation; priority from stakeholder's perspective.</p>	Comply

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	<p>As an effort for social impact management, company has prepared Community Development Program/Corporate Social Responsibility Program 2016-2018. It was a three-years program, consist of:</p> <ul style="list-style-type: none"> - Capacity building for community: lifeskill training, sport equipment for community, on-the-job training, high school student visit, university student visit, baseline monitoring & PRA implementation; - Livelihood Programs: village improvement program, agriculture (vegetables, watermelon, cassava, etc.), local bussiness upgrade, fisheries (land pond), <i>plasma</i> – scheme smallholder training, <i>koperasi plasma</i> – cooperative development for scheme smallholders, poultry; - Health: medical services, <i>Tuberculosis</i> treatment, <i>Puskesmas Pembantu</i>, <i>Posyandu</i>, health campaign and preventive action, HIV/AIDS awareness, <i>Posyandu Lansia</i>; - Public facility/infrastructure: clean water support, village office/community hall construction, provision of lamp/lighting for village roads, subsidiary for Bangkal’s police office electrical generator; - Religious and culture: Religious events, <i>Idul Adha</i>, <i>Sanggar Budaya Dayak</i> – Dayak culture; - National Celebration: Independence Day; - Donation: Gift and gratuity; - Group Event: Awareness training program on fire prevention, illegal logging prevention, etc.; - Media Gathering-Group; 	
<p>6.11.2</p> <p>Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity.</p> <p>- Minor compliance –</p>	<p>Audit team made document verification upon scheme smallholder plantation development. PT. Agro Indomas (Central Kalimantan) has developed 901.1 Ha scheme smallholder plantation - up until July 2017. The scheme smallholder comprise of 180 Ha, comprise of “Kelompok Tani” – farmer group @ 60 Ha in three villages: Terawan, Lampasa and Bangkal.</p> <p>Another scheme smallholder was in form of cooperative:</p> <ul style="list-style-type: none"> - “Koperasi Maju Jaya Terawan” with oil palm plantation of 314.2 Ha; - “Koperasi Berkat Maju Jaya Bersama” with oil palm plantation of 345.7 Ha; - “Koperasi Unggul Jaya Sejahtera” with oil palm plantation of 109.9 Ha; - “Koperasi Tagani Makmur” with oil palm plantation of 39.4 Ha; - “Koperasi Banua Raya” with oil palm plantation of 91.9 Ha; <p>The scheme smallholder was fully-managed by company, through each of Estate Manager.</p> <p>Company has a program for capacity building of cooperative committee; such as “Pelatihan Manajemen dan Keuangan Koperasi” – managerial and financial training for cooperative.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>		
<p>6.12.1</p>	<p>There shall be evidence that no forms of forced or trafficked labour are used.</p> <p>- Major compliance -</p> <p>PT. Agro Indomas (Central Kalimantan) has a company regulation, acknowledged by government through "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah No.KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas" dated 20th Juni 2016. The company regulation is valid for 2 years. The regulation has lined out the rights and obligations of employee and employer.</p> <p>The definition of forced labour is referring to "Undang-undang No.19 tahun 1999 tentang Pengesahan ILO Convention No.105 Concerning the Abolition od Forced Labour". As per the act, in the ILO convention stated forced labour is "all work or service which is exacted from any person under the menace of any penalty and for which said person has not offered himself voluntarily". This also defined, if the work performed is under the following situation: against their will; and/or without informed consent; and/or cannot leave the job without penalty or a threat of penalty of any kind;</p> <p>Based on document verification and evaluation of legal compliance, PT. Agro Indomas (Central Kalimantan) was not using foreign worker for staff, permanent worker and temporary worker.</p> <p>Based on document review upon work agreements for permanent worker and temporary worker, there was no indication of requirement/obligation which categorized as forced labour – as defined in "Undang-undang No.19 tahun 1999 tentang Pengesahan ILO Convention No.105 Concerning the Abolition od Forced Labour".</p> <p>Based on interview with sampled workers, worker union and relevant government office, there was no indication/report logged in, reporting company practising contract substitution.</p> <p>Based on interview with sampled workers, worker union and relevant government office, there was no indication/report that company putting worker in a situation such as holding worker's document (KTP/passport/education certificate, etc.), prohibit workers to leave estate or palm oil mill, etc.</p>	<p>Comply</p>

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<p>6.12.2 Where applicable, it shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance –</p>	<p>PT. Agro Indomas (Central Kalimantan) has a company regulation, acknowledged by government through “Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah No.KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas” dated 20th Juni 2016. The company regulation is valid for 2 years. The worker’s rights and obligations have been defined in the regulation.</p> <p>Based on interview with sampled workers, worker union and relevant government office, there was no indication/report logged in, reporting company practising contract substitution.</p>	<p>Comply</p>
<p>6.12.3 Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented.</p> <p>- Major compliance -</p>	<p>Based on document verification and evaluation of legal compliance, PT. Agro Indomas (Central Kalimantan) was not using foreign worker as staff, permanent worker and temporary worker.</p> <p>Based on interview with management, workers, worker union and manpower office - “Dinas Tenaga Kerja”, company not inviting/transferring workers from other area.</p> <p>Based on interview with workers, worker union and relevant government office, company was not using migrant workers.</p> <p>PT. Agro Indomas (Central Kalimantan) has a company regulation, acknowledged by government through “Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah No.KEP.1070/HI.01/VI/Nakertrans tentang Pengesahan Peraturan Perusahaan PT. Agro Indomas” dated 20th Juni 2016. The company regulation is valid for 2 years. The worker’s rights and obligations - including temporary worker/BHL, have been defined in the regulation.</p> <p>Based on interview with sampled workers, worker union and relevant government office, there was no indication/report logged in, reporting company practising contract substitution.</p>	<p>Comply</p>
<p>Criterion 6.13: Growers and millers respect human rights.</p>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>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 -</p>	<p>PT. Agro Indomas (Central Kalimantan) has a social policy established on Kebijakan Sosial dated 7 September 2017; which stated that company treat all employee in fair and justice manner, no discrimination against gender, ethnic, nationality, disability, sexual orientation, religion, political affiliation, gender committee membership, or age. The company has communicated this policy and interview with workers confirmed that they understand and aware for this policy.</p> <p>Sungai Rungau Estate has Kebijakan Sosial dated 7 September 2017. It has been communicated to workers: Sosialisasi Kebijakan Sosial dated 18th October 2017 for 16 harvesters during morning muster; Sample taken: Waris, Suradi, Rahmanto. Sosialisasi Kebijakan Sosial dated 4th October 2017 for 11 fertilizer applicators during morning muster; Sample taken: Mrs. Tukiye, Zubaidah, Dahrini, Tumari, Siti Marfuah, Suliyem, Tukini.</p> <p>Sosialisasi Kebijakan Sosial dated 19th October 2017 for 11 sprayers during morning muster; Sample taken: Mrs. Daryah, Kiki, Diah Ari Santi, Binah, Sumar, Paryati, Filyanti, Ira Sukirman, Mr. Abdul Aziz.</p> <p>Sungai Purun Estate has Kebijakan Sosial dated 7th September 2017. It has been communicated to workers: Sosialisasi Kebijakan Sosial dated 14th October 2017 for 15 manual upkeep workers and 15 harvesters during morning muster; Sample taken: Mr. Ngadi, Warsono.</p> <p>Sosialisasi Kebijakan Sosial dan HAM dated 14th October 2017 for 16 fertilizer applicators and 15 harvesters during morning muster; Sample taken: Mrs. Muryati, Sariyah, Suyatmi, Siti Marqiyah, Rusmiyanti.</p> <p>Sosialisasi Kebijakan Sosial dan HAM dated 14th October 2017 for 15 sprayers and 17 harvesters during morning muster; Sample taken: Mrs. Tuminah, Nurhayati, Sumarsih, Misyanti, Warsini, Suminah B, Sulatmi, Wardi, Milu, Saryati, Jami.</p> <p>Sungai Purun POM has the copy of new "Kebijakan Sosial", dated 7th September 2017 - containing all social aspects, including upholding the human rights. Company has made socialization/training related to social policy/human rights policy for 19 mill workers in 23rd September 2017. There was workers from processing: Mr. Saipul, Rusmin, Ervin H., Suhendri, M. Arif H., Tohirin, Ian Wenri, Winarno; Maintenance: Mr. Husni, Rudi, Muis Waharanti, Riduan, Rudy S, Kusman, Nanang R.R, Ridwan, Wawansyah, Rudi S.; Electrical: Yan Ada.</p>	<p>Non-compliance Comply</p>
<p>Principle 7: Responsible development of new plantings</p>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>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.</p>		

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Criterion / Indicator	Assessment Findings	Compliance
<p>7.1.1</p> <p>An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.</p> <p>- Major compliance -</p>	<p>EIA has been conducted by PT. Agro Indomas (Central Kalimantan) and its supply bases, through:</p> <ul style="list-style-type: none"> - Initial Environmental Impact Assessment (AMDAL) year 1998 for the development of 12,000 Ha oil palm estate and a POM of capacity 60 tonnes FFB per hour. The initial EIA has been approved by Minister of Agriculture through letter No.20/ANDAL/RKL-RPL/BA/VI/1998. - In 2006 EIA was revised due to expansion of the estate area into ± 19,860 Ha and increase of mill capacity from 60 tons FFB per hour to 90 tons FFB per hour. The revision was approved by The Governor of Central Kalimantan through letter No.188.44/281/2007 dated 22nd June 2007 approved the SEIA. - Environmental Mangement Document – “Dokumen Pengelolaan Lingkungan Hidup (DPLH)”, approved by government authorities through letter No. 660/14/BLH/X/2011 including area of 2,052 Ha under Terawan village. <p>The EIA have been conducted according to the scope of plantation and mill operation covering: land clearing and new roads, processing mills and its infrastructure, Management of mill effluents, effect on natural vegetation, and management of pests and diseased. The document has been well documented and has been made available at each estate and mill.</p> <p>Social Impact Assessment (SIA) dated 2010, conducted by company in cooperation with Faculty of Forestry Institut Pertanian Bogor (IPB). The study has covered the promotion of positive impact such as: improving welfare base local community, recruitment of local worker, education, health, scheme smallholders, and reducing negative impact through 3R (reduces, reuse and recycle) waste management; reduce water and air pollution, water facilities for local community and plantation, workers welfare, etc.</p> <p>The social impact assessment study was carried out by” Ir. Nyoto Santor, MS. (team leader – RSPO Approved HCV Assessor), Ir. Handian, MSi (social and cultural – RSPO Approved HCV Assessor), Dian Purbasari, S.Pi (social and cultural), Yanti Apriyanti S.Pi (social and cultural), Ahmad Faisal Siregar S.Hut (Social and culture – RSPO approved HCV assessor).</p> <p>Based on record review, the social impact assessment was covering stakeholder consultation process. Based on consultation with local communities during the RSPO surveillance assessment, it was known that during the SIA has involved impacted communities/parties, such as worker, local contractors, local communities, government officials, local and surrounding villages (Lampasa, Terawan and Bangkal Village) – through interview, questionnaire filling and focus group discussion.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>7.1.2 Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.</p> <p>- Minor compliance -</p>	<p>Environmental Management Plan available as part of EIA – “AMDAL” document. Matriks of plan covers explanation of type of impact, management objective, parameter, person in charge, management measure, person in charge, location, and relevant authorities. All plan has been implemented according to environmental impact management and monitoring plan “RKL-RPL” report, as follows:</p> <ul style="list-style-type: none"> - Ambient air quality, managed by maintenance of machinery, dust collector, maintain HCV area, tree enrichment, limiting vehicle speed, zero burning policy; - Noise, managed by machinery maintenance, vegetation to absorb noise, PPE, arrangement of electric generator location, etc. - Physical and chemical characteristic of soil, managed through planting legume cover crop, EFB application, sediment trap, effective fertilizer application as recommended by research, waste management. All have been done accordingly. - Ground water quality, managed through planting of legume cover crop, organic fertilizer, etc. - Erosion, managed by vegetation at river buffer zone, EFB application, frond stacking, drainage and silt pit as sediment trap, agronomy technique for area with slope. - River water quality, managed through effective fertilizer application as recommended by research, pesticide regime and control (no application at ditch and river buffer zone), river buffer zone (50-100 meter), etc. All have been well implemented. - Risk of fire, managed by zero burning policy, fire emergency equipment, fire prevention (water reservoir, fire break), signboard, socialization. - Aquatic biodiversity, managed through effective fertilizer regime, POME land application, waste water treatment, etc. - Flora and fauna/biodiversity, managed through maintaining conservation area, installation of signboard, illegal logging inspection, etc. All have been implemented. - Hazardous waste, managed by storage and disposal through licensed third party. - Job and business opportunities, managed by job opportunities for surrounding communities, business partnership with local contractor, local purchasing. - Social conflict, managed through CSR, education, safety control to minimize incident. - Public health, managed by access for public to health facility, sanitation, mosquito fogging, and other health programme. All have been implemented. - Work accident and OHS, managed by implementation of health and safety management system, HIRAC, OHS inspection. 	<p>Comply</p>

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		<p>Implementation of Environmental Monitoring Plan has been reporting periodically through RKL-RPL report to Local Environmental Office every six month. Latest report available for for second half of 2016, submitted on 5th January 2017 (letter No.298/EHS/RCCK/I/2017) and report for first semester of 2017 was submitted on 5th July 2017. The report has described all environmental monitoring activities.</p> <p>The last review of Environmental Monitoring Plan conducted on 5th July 2017. The main review that the monitoring on implementation of environment program must be refer to "Environment Minister Degree No.45 year 2005, on Guidance to prepared and evaluation report of Implementation RKL-RPL.</p>	
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>	<p>Audit team made document verification upon scheme smallholder plantation development. PT. Agro Indomas (Central Kalimantan) has developed 901.1 Ha scheme smallholder plantation - up until July 2017. The scheme smallholder comprise of 180 Ha, comprise of "Kelompok Tani" – farmer group in three villages: Terawan, Lampasa and Bangkal, with 60 ha of oil palm plantation for each village.</p> <p>Another scheme smallholder has been established in form of cooperative:</p> <ul style="list-style-type: none"> - "Koperasi Maju Jaya Terawan" with oil palm plantation of 314.2 Ha; - "Koperasi Berkat Maju Jaya Bersama" with oil palm plantation of 345.7 Ha; - "Koperasi Unggul Jaya Sejahtera" with oil palm plantation of 109.9 Ha; - "Koperasi Tagani Makmur" with oil palm plantation of 39.4 Ha; - "Koperasi Banua Raya" with oil palm plantation of 91.9 Ha; <p>The scheme smallholder was fully-managed by company, through each of Estate Manager. Company has a program for capacity building of cooperative committee; such as "Pelatihan Manajemen dan Keuangan Koperasi" – managerial and financial training for cooperative.</p>	Comply
<p>Criterion 7.2:</p> <p>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>			

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Criterion / Indicator		Assessment Findings	Compliance
7.2.1	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. - Major compliance -	PT. Agro Indomas (Central Kalimantan) shows soil survey in the beginning of oil palm development. The soil survey report produced in May 1997 by Param Agricultural Soil Survey, Malaysia. 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. Compared to the conservation status/HCV, the peat area falls under <i>Gali</i> type while heath forest falls under <i>Jambu</i> type. PT Agro Indomas shows map for each estates, all with relevant soil type, topographic condition and river/waterways location. The plantation is relatively flat. Company taken the information from soil survey into consideration during the plantation development.	Comply
7.2.2	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. - Minor compliance -	PT. Agro Indomas (Central Kalimantan) has a topographic map, prepared by GIS department to help plantation/estate to planning the new planting in accordance to Agronomy Policy.	Comply
<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>			
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). - Major compliance -	New plantings after November 2005 follows HCV identification report. No replacement/conversion of primary forest and/or area containing one or more High Conservation Values into oil palm plantation. The HCV assessors had reported that based on studies upon satellite images and previous land use it was concluded that no primary forests and no HCV areas have been cleared since November 2005 for new plantings.	Comply

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<p>7.3.2</p> <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>PT. Agro Indomas (Central Kalimantan) has carried out HCV identification in cooperation with Forestry Faculty of Institut Pertanian Bogor (IPB), using the "Panduan Identifikasi Kawasan Bernilai Konservasi Tinggi di Indonesia" issued by "Konsorsium Revisi HCV toolkit Indonesia", June 2008. The HCV scope covers all operational area of PT. Agro Indomas (Central Kalimantan), 21,912 Ha – consist of area under HGU of 15,810 Ha and the rest of area were under "Pengukuran Kadastral", and under "Izin Lokasi".</p> <p>The HCV identification team was carried out by a team with required competency, whereby the team leader was RSPO approved HCV assessor: Ir. Nyoto Santoso (Team leader, biodiversity management and conservation – RSPO approved HCV assessor); Ir. Jarwadi Budi Hernowo, MS (Ornithology, wildlife – RSPO approved HCV assessor); Ir. Siswoyo, Msi (Flora ecology – RSPO approved HCV assessor); Dr. Ir. Cahyo Wibowo, MScF. (Soil science and hydrology); Ahmad Faisal Siregar, S.Hut. (Social and culture – RSPO approved HCV assessor); M. Sayidina Ali, Amd (GIS – RSPO approved HCV assessor).</p> <p>The HCV assessment process have gone through public consultation process, carried out in Sampit, and was attended by stakeholders such as government authority: Dinas Kehutanan, Dinas Perkebunan, Dinas Lingkungan Hidup; local NGOs, experts, village heads, community leaders, private sectors, press, etc. The public consultation process was also reported in local media.</p> <p>The HCV assessors had reported that based on studies upon satellite images and land use change, it was concluded that no primary forests and no HCV areas have been cleared since November 2005 for new plantings.</p> <p>The HCV identified consist of:</p> <ul style="list-style-type: none"> a. HCV 1.1 in form of river riparian zones; HCV 1.2 in form of heath forest, riparian to Sembuluh Lake and riparian of Rungau River; HCV 1.3 in form of lowland forest and peat area, heath forest, riparian to Sembuluh Lake and riparian of Landau River, and river riparian; b. HCV 2.2 in form of lowland forest, heath forest and peat forest; HCV 2.3 in form of heath forest, riparian to Sembuluh Lake and river riparians; c. HCV 3 in form of heath forest; d. HCV 4.1 in form of river riparians and riparian to Sembuluh Lake; e. HCV 5 in form of Pekayung river riparian, Purun river riparian and Rungau river riparian; f. HCV 6 in form of worhsip site/<i>balai keramat</i> and sacred tree; <p>---</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance																																																																																																																																																																																																																			
		The identified HCV area inside HGU has been delineated, consist of: Ringgit Lake riparian of 33.08 Ha, Sembuluh Lake riparian of 98.83 Ha, Rungau River tributary riparian of 14.93 Ha, Bapilang River riparian of 22.83 Ha, Beriut River riparian of 12.41 Ha, Parigi River riparian of 74.39 Ha, Landau River riparian of 30.81 Ha, Pekayung River riparian of 40.25 Ha and Sembuluh River riparian of 20.30 Ha.																																																																																																																																																																																																																				
7.3.3	Dates of land preparation and commencement shall be recorded. - Minor compliance -	<p>Company keeps information of land preparation and planting.</p> <table border="1"> <thead> <tr> <th rowspan="2">No.</th> <th rowspan="2">Uraian</th> <th colspan="5">Luas (Ha)</th> <th rowspan="2">Jumlah (Ha)</th> </tr> <tr> <th>SPE</th> <th>SRE</th> <th>TUE</th> <th>LPE</th> <th>TRE</th> </tr> </thead> <tbody> <tr> <td colspan="7">I. Mature Area</td> </tr> <tr> <td></td> <td>Tahun Tanam 1996/1997</td> <td>-</td> <td>-</td> <td>1.261</td> <td>426</td> <td>386</td> <td>2.073</td> </tr> <tr> <td></td> <td>Tahun Tanam 1997/1998</td> <td>-</td> <td>-</td> <td>1.482</td> <td>869</td> <td>758</td> <td>3.109</td> </tr> <tr> <td></td> <td>Tahun Tanam 1998/1999</td> <td>1.547</td> <td>1.708</td> <td>226</td> <td>223</td> <td>1.007</td> <td>4.712</td> </tr> <tr> <td></td> <td>Tahun Tanam 1999/2000</td> <td>699</td> <td>1.226</td> <td>97</td> <td>-</td> <td>-</td> <td>2.023</td> </tr> <tr> <td></td> <td>Tahun Tanam 2000/2001</td> <td>193</td> <td>322</td> <td>-</td> <td>-</td> <td>-</td> <td>515</td> </tr> <tr> <td></td> <td>Tahun Tanam 2001/2002</td> <td>-</td> <td>-</td> <td>-</td> <td>34</td> <td>-</td> <td>34</td> </tr> <tr> <td></td> <td>Tahun Tanam 2002/2003</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>Tahun Tanam 2003/2004</td> <td>-</td> <td>-</td> <td>-</td> <td>398</td> <td>-</td> <td>398</td> </tr> <tr> <td></td> <td>Tahun Tanam 2004/2005</td> <td>-</td> <td>479</td> <td>26</td> <td>1.018</td> <td>199</td> <td>1.722</td> </tr> <tr> <td></td> <td>Tahun Tanam 2005/2006</td> <td>1.165</td> <td>159</td> <td>-</td> <td>133</td> <td>733</td> <td>2.189</td> </tr> <tr> <td></td> <td>Tahun Tanam 2006/2007</td> <td>327</td> <td>-</td> <td>-</td> <td>99</td> <td>173</td> <td>598</td> </tr> <tr> <td></td> <td>Tahun Tanam 2007/2008</td> <td>-</td> <td>-</td> <td>-</td> <td>13</td> <td>27</td> <td>40</td> </tr> <tr> <td></td> <td>Tahun Tanam 2008/2009</td> <td>81</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>81</td> </tr> <tr> <td></td> <td>Tahun Tanam 2009/2010</td> <td>35</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>35</td> </tr> <tr> <td></td> <td>Tahun Tanam 2010/2011</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>Tahun Tanam 2011/2012</td> <td>64</td> <td>63</td> <td>9</td> <td>3</td> <td>31</td> <td>169</td> </tr> <tr> <td></td> <td>Tahun Tanam 2012/2013</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>25</td> <td>25</td> </tr> <tr> <td></td> <td>Sub Total</td> <td>4.110</td> <td>3.956</td> <td>3.102</td> <td>3.217</td> <td>3.338</td> <td>17.722</td> </tr> <tr> <td colspan="7">II. Immature Area</td> </tr> <tr> <td></td> <td>Tahun Tanam 2016/2017</td> <td>-</td> <td>-</td> <td>-</td> <td>13</td> <td>-</td> <td>13</td> </tr> <tr> <td></td> <td>Planted-Dispute</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>Planted-Enclave</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td>Teak</td> <td>-</td> <td>-</td> <td>-</td> <td>8</td> <td>-</td> <td>8</td> </tr> <tr> <td></td> <td>Sub Total</td> <td>-</td> <td>-</td> <td>-</td> <td>21</td> <td>-</td> <td>21</td> </tr> </tbody> </table>	No.	Uraian	Luas (Ha)					Jumlah (Ha)	SPE	SRE	TUE	LPE	TRE	I. Mature Area								Tahun Tanam 1996/1997	-	-	1.261	426	386	2.073		Tahun Tanam 1997/1998	-	-	1.482	869	758	3.109		Tahun Tanam 1998/1999	1.547	1.708	226	223	1.007	4.712		Tahun Tanam 1999/2000	699	1.226	97	-	-	2.023		Tahun Tanam 2000/2001	193	322	-	-	-	515		Tahun Tanam 2001/2002	-	-	-	34	-	34		Tahun Tanam 2002/2003	-	-	-	-	-	-		Tahun Tanam 2003/2004	-	-	-	398	-	398		Tahun Tanam 2004/2005	-	479	26	1.018	199	1.722		Tahun Tanam 2005/2006	1.165	159	-	133	733	2.189		Tahun Tanam 2006/2007	327	-	-	99	173	598		Tahun Tanam 2007/2008	-	-	-	13	27	40		Tahun Tanam 2008/2009	81	-	-	-	-	81		Tahun Tanam 2009/2010	35	-	-	-	-	35		Tahun Tanam 2010/2011	-	-	-	-	-	-		Tahun Tanam 2011/2012	64	63	9	3	31	169		Tahun Tanam 2012/2013	-	-	-	-	25	25		Sub Total	4.110	3.956	3.102	3.217	3.338	17.722	II. Immature Area								Tahun Tanam 2016/2017	-	-	-	13	-	13		Planted-Dispute	-	-	-	-	-	-		Planted-Enclave	-	-	-	-	-	-		Teak	-	-	-	8	-	8		Sub Total	-	-	-	21	-	21	Comply
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7.3.4	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). - Major compliance -	<p>The HCV assessment document has been equipped with management plan and monitoring plan "Dokumen Rencana Pengelolaan dan Pemantauan Kawasan HCV" which describes the activity plan, specific for management and monitoring for each of the HCV area. Since 2015, company has consistently prepare the report and review upon management and monitoring of HCV area – "Laporan dan Review Pengelolaan dan Pemantauan Kawasan Lindung & HCV PT. Agro Indomas – PT. RIM Capital". Audit team took sample report in form "Laporan dan Review Pengelolaan dan Pemantauan HCV periode Tahun 2017. Inside report, explaining the management and monitoring activity for period of May 2016 – April 2017. The document explains the management of HCV area including Training on HCV for workers, installation of HCV area signboards, installation of HCV area/riparian zone/buffer zone's marking poles, monitoring of biodiversity.</p> <p>Furthermore, PT. Agro Indomas has developed a number of operational procedure: "Prosedur Identifikasi Perlindungan flora dan fauna" – procedures to identify flora and fauna No.EHS-PRO-E-006, "Deliniasi Tata Batas Kawasan konservasi" – Delineation in conservation area No.EHS-PRO-E-001, "Pemasangan papan nama kawasan konservasi" – installation of warning signs No.EHS-PRO-E-003.</p>	Comply																																																																																																																																																																																																																			

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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>Areas required by affected communities to meet their basic needs, identified as HCV 5 has been delineated and steps are taken to maintain and/or enhance its conservation value:</p> <ul style="list-style-type: none"> - HCV 5 in form of Pekayung river riparian, Purun river riparian and Rungau river riparian; <p>Audit team noted that HCV assessment process have gone through public consultation process, carried out in Sampit, and was attended by stakeholders such as government authority: Dinas Kehutanan, Dinas Perkebunan, Dinas Lingkungan Hidup; local NGOs, experts, village heads, community leaders, private sectors, press, etc. The public consultation process was also reported in local media.</p> <p>Interview of local communities and workers confirmed that PT. Agro Indomas had consulted the appointment of Pekayung river and Purun river as conservation area before delineating the area.</p>	Comply
<p>Criterion 7.4: Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.</p>			
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 Indomas shows soil survey in the beginning of oil palm development. The soil survey report produced in May 1997. The detailed map identifying soil type is made available. Compared to the conservation status/HCV, the peat area falls under <i>Gali</i> type while heath forest falls under <i>Jambu</i> type. PT Agro Indomas shows map for each estates, all with relevant soil type, topographic condition and river/waterways location. The plantation is relatively flat.</p>	Comply
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>PT. Agro Indomas shows soil survey in the beginning of oil palm development. The soil survey report produced in May 1997. The detailed map identifying soil type is made available. Compared to the conservation status/HCV, the peat area falls under <i>Gali</i> type while heath forest falls under <i>Jambu</i> type. PT Agro Indomas shows map for each estates, all with relevant soil type, topographic condition and river/waterways location. The plantation is relatively flat.</p> <p>In Sungai Rungau Estate, company demonstrated the commitment to protect peat area by not planting an peat area of 25 Ha.</p>	Comply
<p>Criterion 7.5: No new plantings are established on local peoples' land where it can be 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.</p>			

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<p>7.5.1 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 Indomas (Central Kalimantan) manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT. Agro Indomas has communicating the plantation development in line with AMDAL preparation – prior to land clearing. Records of all compensation issues are maintained. The company holds records on "Agro Indomas Land Compensation" file for all land acquired by the company since the commencement in 1996.</p> <p>The land acquisition and/or land compensation on the ground conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha.</p> <p>Should landowners refuse to sell their land, company will respect their decision.</p> <p>interview made with the son/next-of-kin from a landowners whose land in Sungai Rungau Estate was being compensated. The claim was issued on 2008, for a planted area with oil palm planting year 2005/2006 – of 10.9 Ha. The landowner and PT. Agro Indomas was negotiating until agreement in 2011. During these time, the individual admitted company did not touch/operates the land to respect the due process. Monetary payment was made in 2012 to the landowner, all documentation is in place.</p> <p>The area of 10.9 Ha was only replanted in 2016 – after all issues have been settled and no further complaint occurred.</p>	<p>Comply</p>
<p>Criterion 7.6:</p> <p>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>		
<p>7.6.1 Documented identification and assessment of demonstrable legal, customary and user rights shall be available.</p> <p>- Major compliance -</p>	<p>Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha.</p> <p>The compensation process for PT. Agro Indomas has been completed.</p>	<p>Comply</p>

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7.6.2	<p>A system for identifying people entitled to compensation shall be in place.</p> <p>- Major compliance -</p>	<p>Procedure of identification, of legal or customary rights is available in place:</p> <p><u>Land identification procedures as follows:</u></p> <p>Identifying land or based from land claims incoming from the local community, Inventory and identification of land, document verification, field visit minutes, map overlapping. If it is not compensated yet, then continued to negotiation and payment will be made after both parties are agree.</p>	Comply
7.6.3	<p>A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place.</p> <p>- Major compliance -</p>	<p>Procedure of calculation and compensation for the loss of legal or customary rights is available in place:</p> <p><u>Compensation calculation procedure: as follows:</u></p> <p>The land compensation team socialize the compensation rate as per the local regulation rates among the landowner, the compensation date may vary on the vegetation/crops/planting on the land, compensation rates are agreed per ha basis land and planting area to be provided to the land compensation team, the land compensation team may agree for a rate within the range approved by the local regulation and company (If required to pay more than approval amount special approval should be received from the Plantation Director, but if the villagers agree with proposed rate, the SOP LCD.2.1 measurement of land for compensation should be followed.</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 Indomas 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 available – upon request and approval from top management.</p> <p><u>Compensation procedure as follows:</u></p> <p>Identification of land status/legal ownership, field visit, mapping with the landowner using GPS which witnessed by neighbouring and local government officer and result is signed by them, preparing land compensation document, and payment documents, such as: Berita Acara Ganti Rugi – minutes of compensation, maps, statement letters, receipt, photograph as evidence.</p>	Comply

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<p>7.6.4 Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has developed 901.1 Ha scheme smallholder plantation - up until July 2017. The scheme smallholder comprise of 180 Ha, comprise of "Kelompok Tani" – farmer group in three villages: Terawan, Lampasa and Bangkal, with 60 ha of oil palm plantation for each village.</p> <p>Another scheme smallholder has been established in form of cooperative:</p> <ul style="list-style-type: none"> - "Koperasi Maju Jaya Terawan" with oil palm plantation of 314.2 Ha; - "Koperasi Berkat Maju Jaya Bersama" with oil palm plantation of 345.7 Ha; - "Koperasi Unggul Jaya Sejahtera" with oil palm plantation of 109.9 Ha; - "Koperasi Tagani Makmur" with oil palm plantation of 39.4 Ha; - "Koperasi Banua Raya" with oil palm plantation of 91.9 Ha; <p>The scheme smallholder was fully-managed by company, through each of Estate Manager. Company has a program for capacity building of cooperative committee; such as "Pelatihan Manajemen dan Keuangan Koperasi" – managerial and financial training for cooperative.</p>	<p>Comply</p>
<p>7.6.5 The process and outcome of any compensation claims shall be documented and made publicly available.</p> <p>- Minor compliance -</p>	<p>The land acquisition and/or land compensation on the ground conducted through compensation to the previous landowners. Verification upon legal document showing legitimate acquisition and compensation over the land: Consist of copy of land compensation to landowners. All compensation records are well documented by PA department in form of copy of agreement – for each individual being compensated. Based on database verification it was known that up until 2014, there were land compensation and/or compensation for loss of crop – to 1,870 individuals, covering area of 11,378 Ha. The outcomes to any settlements are available – upon request and approval from top management.</p>	<p>Comply</p>
<p>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.</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas has communicating the plantation development in line with AMDAL preparation – prior to land clearing. Records of all compensation issues are maintained. The company holds records on "Agro Indomas Land Compensation" file for all land acquired by the company since the commencement in 1996.</p> <p>Based on interview with villagers, the compensation process is open and transparent, involving witnesses and acknowledged by village authorities. Villagers can choose their representative to process the identification, ground verification, measurement, negotiation. Payment of compensation shall be made on individual/landowner themselves and wouldn't be represented.</p>	<p>Comply</p>

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<p>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.</p>		
<p>7.7.1</p> <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 Indomas (Central Kalimantan) 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 No.OP/C2/06/01 dated 1st June 2006; this policy applies for all new planting and replanting areas.</p> <p>General Environmental Policy of PT. Agro Indomas, zero burning policy has been implemented throughout the operations including land clearing and waste disposal. development of Plasma Plantation area (planting year 2013).</p> <p>The following records confirmed the implementation of zero burning policy:</p> <ul style="list-style-type: none"> - Routine land preparation report on January 2013 shown the land preparation by using the following method: bulldozer, excavator, stacking, lining, planting. Field visit has been made to verify this in Plasma Development Block. - Land clearing contract through mechanical stacking. Work Agreement – "Surat Perjanjian Kerja PT Agro Indomas dengan CV Bayu Mandiri Sejahtera" No.PLT/SPK/SRE-12/2011/01-LC dated 12th December 2011, as addendum of land clearing work. Map of stacking area of 2Ha in block E13, March 2013 is available. <i>(as above 5.5.2)</i> <p>To antisipate fire risk, 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 various estates have been trained with fire drill. 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. <i>(as above 5.5.3)</i></p> <p>Fire fighter teams, fire extinguishers and fire fighting facilities are available. The fire-fighting equipment available as stated in indicator 5.5.4.</p>	<p>Comply</p>

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<p>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.</p> <p>- Minor compliance -</p>	<p>The company is using mechanical method for land clearing. Currently there is no land clearing activity on the field. And no use of fire for replanting.</p>	<p>Comply</p>
<p>Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.</p>		
<p>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.</p> <p>- Major compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has "Kebijakan Konservasi dan Pengembangan Lahan", signed by CEO and Sustainability Director on 4th May 2013. The policy stated to avoid development in area identified as High Conservation Value and area identified with high carbon stock. This commitment including but not limited to, forest area with high carbon stock and peat area, as identified under HCV and HCS study.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance									
<p>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.</p> <p>- Minor compliance -</p>	<p>PT. Agro Indomas (Central Kalimantan) has a policy to minimise net GHG emissions, taking into account avoidance of land areas with high carbon stocks. Company has established policy "Goodhope Sustainability Policy" dated 5th May 2017. The key principles laid out in the policy stated: "Environmental Sustainability: Protecting the Diversity of Life on Earth".</p> <ul style="list-style-type: none"> - No development on High Carbon Stock (HCS) forests; - No development on High Conservatoin Value (HCV) Areas; - No development on Peat; - Zero burning and Fire Prevention; - Reducing company's Environmental Impact and Protecting Biodiversity; <p>Company has prepared Strategic and Mitigation Plan to Reduce GHG Emission in PT. Agro Indomas (Sungai Purun POM):</p> <table border="1" data-bbox="657 972 1260 1800"> <thead> <tr> <th data-bbox="657 972 817 1070">Identification of Emission Sources</th> <th data-bbox="817 972 970 1070">Activities</th> <th data-bbox="970 972 1260 1070">Potential Mitigation Options</th> </tr> </thead> <tbody> <tr> <td data-bbox="657 1070 817 1617">Land clearing and planting (Land Use Change)</td> <td data-bbox="817 1070 970 1617">Land clearing (to clear the land/logged over land to allow palm oil planting)</td> <td data-bbox="970 1070 1260 1617">Adopted zero burning land clearing methods; Adopted and comply with procedure and documentation required for new planting in Indonesian regulation (EIA/AMDAL) and other standards (RSPO/ISPO); No land clearing in areas identified as HCV area; Keep the HCV area and carbon stock/sequestration; Riparian zone management and enhancement; Routine inspection and patrol to avoid HCV disturbance and to avoid forst fire; Socialization to employees and communities related to green house gas mitigation program;</td> </tr> <tr> <td data-bbox="657 1617 817 1800"></td> <td data-bbox="817 1617 970 1800">Heavy equipment for land clearing</td> <td data-bbox="970 1617 1260 1800">Routine maintenance heavy equipment; Regularly emission test on heavy equipment; Socialization the impact of green house gas to the worker;</td> </tr> </tbody> </table>	Identification of Emission Sources	Activities	Potential Mitigation Options	Land clearing and planting (Land Use Change)	Land clearing (to clear the land/logged over land to allow palm oil planting)	Adopted zero burning land clearing methods; Adopted and comply with procedure and documentation required for new planting in Indonesian regulation (EIA/AMDAL) and other standards (RSPO/ISPO); No land clearing in areas identified as HCV area; Keep the HCV area and carbon stock/sequestration; Riparian zone management and enhancement; Routine inspection and patrol to avoid HCV disturbance and to avoid forst fire; Socialization to employees and communities related to green house gas mitigation program;		Heavy equipment for land clearing	Routine maintenance heavy equipment; Regularly emission test on heavy equipment; Socialization the impact of green house gas to the worker;	<p>Comply</p>
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	Heavy equipment for land clearing	Routine maintenance heavy equipment; Regularly emission test on heavy equipment; Socialization the impact of green house gas to the worker;									
<p>Principle 8: Commitment to continual improvement in key areas of activity</p>											
<p>Criterion 8.1:</p> <p>Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.</p>											

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Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1 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 has conducted the Management Review on 1st March 2017, agenda:</p> <ol style="list-style-type: none"> 1. Follow up action from previous management review 2. Objectives, target and management program 2016-2017 3. Result of internal audit and status of corrective and preventive actions 4. Environmental and OHS performance 5. Status of Accidents Investigation 6. Evaluation of legal compliance 7. Environmental and OHS external communication, complaints and OHS participation and consultation 8. Changing Circumstances, including developments in legal and other requirements related to environmental and OHS aspects 9. Recommendations for improvement <p>The management review was attended by Top Management in Agro Indomas Central Kalimantan, e.g: Plantation Manager, EHS manager, RSPO Manager, Mill Manager, Estate manager, doctor in plantation, Finance manager, CSR assistant. The location in Genral Manager Office (GMO) – PT. Agro Indomas.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance																
	<p>Based on Management Operational Meeting – on 26th April 2017 PT. Agro Indomas (Central Kalimantan), the plans are:</p> <table border="1" data-bbox="659 510 1265 1442"> <thead> <tr> <th data-bbox="659 510 799 613">Key discussion and point raised</th> <th data-bbox="799 510 1002 613">Action Plan</th> <th data-bbox="1002 510 1150 613">PIC</th> <th data-bbox="1150 510 1265 613">Due date</th> </tr> </thead> <tbody> <tr> <td data-bbox="659 613 799 925">Crop yield performance</td> <td data-bbox="799 613 1002 925">GRDC to plot RED block based average YPH range age group on monthly basis. By taking the average YPH by YOP, able to zero in to low yielding clock and identify the cause and remedial action</td> <td data-bbox="1002 613 1150 925">GK/PMS/Agronomy</td> <td data-bbox="1150 613 1265 925">April 2017 - onwards</td> </tr> <tr> <td data-bbox="659 925 799 1261">Crop yield planting 2003/2004 need to check and focus</td> <td data-bbox="799 925 1002 1261">Crop achieved 96.3% against FY budget and 12% above forecast. To plot 2003/2004 planting crop and look at the block location. Check on the issue like crop theft, low lying areas, access issues, un-harvested tasks.</td> <td data-bbox="1002 925 1150 1261">GK/IS/Estate Managers</td> <td data-bbox="1150 925 1265 1261">April 2017 - onwards</td> </tr> <tr> <td data-bbox="659 1261 799 1442">BBC vs Actual</td> <td data-bbox="799 1261 1002 1442">To target accuracy between BBC vs actual variances below 10% for bunches, ABW and tonnage respectively</td> <td data-bbox="1002 1261 1150 1442">GK/PM/Estate Managers</td> <td data-bbox="1150 1261 1265 1442">April 2017 - onwards</td> </tr> </tbody> </table> <p>Latest Internal Audit carried out on 17th July 2017 for Sungai Purun POM and 18th July 2017 for Sungai Rungau Estate. A number of nonconformity identified, and has been followed up by each management unit.</p>	Key discussion and point raised	Action Plan	PIC	Due date	Crop yield performance	GRDC to plot RED block based average YPH range age group on monthly basis. By taking the average YPH by YOP, able to zero in to low yielding clock and identify the cause and remedial action	GK/PMS/Agronomy	April 2017 - onwards	Crop yield planting 2003/2004 need to check and focus	Crop achieved 96.3% against FY budget and 12% above forecast. To plot 2003/2004 planting crop and look at the block location. Check on the issue like crop theft, low lying areas, access issues, un-harvested tasks.	GK/IS/Estate Managers	April 2017 - onwards	BBC vs Actual	To target accuracy between BBC vs actual variances below 10% for bunches, ABW and tonnage respectively	GK/PM/Estate Managers	April 2017 - onwards	
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BBC vs Actual	To target accuracy between BBC vs actual variances below 10% for bunches, ABW and tonnage respectively	GK/PM/Estate Managers	April 2017 - onwards															

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Appendix B: Approved Time Bound Plan

Progress Againsts Time Bound Plan				
Name of Company	Mill	Address	Time bound for certification	Status as of August 2016
PT. Agro Indomas (Central Kalimantan)	- Terawan Palm Oil Mill - Sungai Purun Palm Oil Mill	Seruyan Regency, Kalimantan Tengah Province, Indonesia	2012	Certified since 18 th September 2012.
PT. RIM Capital	No mill, estate only. Act as supply base for PT. Agro Indomas (Central Kalimantan).	Hanau and Danau Sembuluh District, Kotawaringin Timur Regency, Kalimantan Tengah Province, Indonesia	2015	Certified since 18 th September 2014.
PT. Agro Indomas (East Kalimantan)	Bumi Jaya Palm Oil Mill	Sepaku District, Penajam Paser Utara Regency, Kalimantan Timur Province, Indonesia	2017	Changed from 2016 into 2017 due to waiting RSPO NPP approval process. RSPO NPP published in RSPO website since 16 th June 2016.
PT. Agro Bukit (Central Kalimantan)	Sungai Binti Palm Oil Mill	Mentaya Hilir Utara District, Kotawaringin Timur Regency, Kalimantan Tengah Province, Indonesia	2015	Certified since 4 th December 2015.
PT. Agro Wana Lestari	Bukit Santuai Palm Oil Mill	Mentaya Hulu and Bukit Santuai District, Kotawaringin Timur Regency, Kalimantan Tengah Province, Indonesia	2015	Certified since 5 th April 2016.
PT. Karya Makmur Sejahtera	No mill, estate only. Act as supply base for PT. Agro Wana Lestari.	Mentaya Hulu District, Kotawaringin Timur Regency, Kalimantan Tengah Province, Indonesia	2019	Changed from 2016 into 2019 due to waiting for HGU.
PT. Agra Jaya Bakti	No mill, estate only. Will act as supply base for PT. Batumas Sejahtera.	Sandai District, Ketapang Regency, Kalimantan Barat Province, Indonesia	2021	Mill is not constructed yet. Changed from 2017 into 2021.
PT. Batumas Sejahtera	No mill yet.	Sandai District, Ketapang Regency, Kalimantan Barat Province, Indonesia	2020	Mill is not constructed yet. Changed from 2018 into 2020.
PT. Sawit Makmur Sejahtera	No mill, estate only. Will act as supply base for PT. Batumas Sejahtera.	Sandai District, Ketapang Regency, Kalimantan Barat Province, Indonesia	2022	Mill is not constructed yet. Changed from 2019 to 2022.
PT. Sumber Hasil Prima	No mill yet.	Serawai District, Sintang Regency, Kalimantan Barat Province, Indonesia	2021	Mill is not constructed yet. Changed from 2017 into 2021.
PT. Sinar Sawit Andalan	No mill, estate only. Will act as supply base for PT. Sumber Hasil Prima.	Ambalau District, Sintang Regency, Kalimantan Barat Province, Indonesia	2022	Mill is not constructed yet. Changed from 2018 into 2022.
PT. Nabire Baru	No mill yet.	Yaro District, Nabire Regency, Papua Barat Province, Indonesia	2019	No change. Mill is not constructed yet.

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PT. Sariwana Adi Perkasa	No mill, estate only. Will act as supply base for PT. Nabire Baru.	Yaur District, Nabire Regency, Papua Barat Province, Indonesia	2020	No change. Mill is not constructed yet.
PT. Agro Bina Lestari	No mill yet.	Nanga Serawai District, Sintang Regency, Kalimantan Barat Province, Indonesia	2022	Under development.
PT. Agro Surya Mandiri	No mill yet.	Nanga Serawai District, Sintang Regency, Kalimantan Barat Province, Indonesia	2023	Under development.

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Appendix C: Certification Unit RSPO Certificate Details

PT. Agro Indomas – Sungai Purun POM

Menara Global, 16th Floor,
Jl. Jenderal Gatot Subroto Kav.27,
Jakarta – Indonesia

BSI RSPO Certificate No: RSPO 569265

Date of Initial Certificate Issued: 18/09/2012

Date of Expiry: **TBA**

RSPO membership number: 1-0175-14-000-00

Applicable Standards: **RSPO P&C Indonesia National Interpretation (INA NI), September 2016**; *RSPO Supply Chain Certification Standard November 2014 Module E - CPO Mills: Mass Balance*

PT. Agro Indomas – Sungai Purun Palm Oil Mill and Supply Base						
Location Address		KM. 75 Sampit – Pangkalan Bun, Seruyan Regency, Kalimantan Tengah Province - Indonesia				
GPS Location		112° 22' 38.00" E and 02° 28' 49.00" S				
CPO Tonnage Total		47,562 mt				
PK Tonnage Total		11,757 mt				
CPO Claimed for Certification*		44,224 mt				
PK Claimed for Certification *		10,932 mt				
Own estates FFB Tonnage		196,253 mt				
Scheme Smallholder FFB Tonnage**		2,430 mt				
Estates	Production Area		Other use (ha)	HCV (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)				
Sungai Purun Estate	4,539.40	0	606.86	84.74	5,231.00	101,173
Sungai Rungau Estate	3,956.10	10.60	240.44	130.86	4,338.00	97,586
Total	8,495.50	10.60	847.30	215.60	9,569.00	198,759

*Certified Production

** Smallholder is certified, and full managed by company, under Sungai Purun Estate

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Appendix D: Assessment Plan

Date	Time	Subjects	Pratama Sedayu	Imam F	Nanang Mualib
			PRSCO LA/ PRSCO- OHS/EMS	PRSCO- OHS/EMS	PRSCO- SA
Tuesday, 22/08/2017	11.30 – 12.55	Flight from Jakarta to Sampit	√	√	√
		Travelling Sampit to PT. Agro Indomas Central Kalimantan	√	√	√
Wednesday, 23/08/2017	08.00 – 08.30	Opening Meeting	√	√	√
	09.00 – 12.00	Document Review (Sungai Purun POM): RSPO P&C Commitment to transparency (P1), Economic viability (P3), Training (C4.8), Pollution and Emission Reduction - GHG calculation (C5.6); RSPO Supply Chain for CPO Mills	√		
		Document Review (Sungai Purun POM): RSPO P&C Best Management Practices (C4.1), Water Management Plan (C4.4), OHS implementation (C4.7), Environmental Management System (P5), Continual Improvement (P8).		√	
		Document Review (Sungai Purun POM): RSPO P&C Compliance with laws and regulations (P2), Social Impact Assessment (P6)			√
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Field Visit (Sungai Purun POM): RSPO SCCS – weighbridge, processing, bulk tank, product despatch	√		
		Field Visit (Sungai Purun POM): OSHMS and EMS implementation: PPE, safe working environment, walk ways, signs, diesel tanks, fire extinguishers, first aiders and boxes, emission & pollution reduction, POME treatment, EFB, etc.		√	
Field Visit (Sungai Purun POM): Interview with workers on social aspects, visit to housing compound				√	
Thursday, 24/08/2017	08.00 – 12.00	Field Visit (Sungai Purun Estate): Boundaries inspection, road maintenance, housing, social amenities, landfill, waste management, Land Application, etc.	√		
		Field Visit (Sungai Purun Estate): Herbicide application/harvesting/fertilizer applications, general work, chemical stores, fertilizer store, workshop, clinic, hazardous waste storage, etc.		√	
		Stakeholder Interview: Travel to Seruyan for interview with local government (Badan Lingkungan Hidup, Badan Pertanahan Nasional, Dinas Tenaga Kerja, Dinas Kehutanan and Dinas Perkebunan)			√
	12.00 – 14.00	Break	√	√	√

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Date	Time	Subjects	Pratama Sedayu	Imam F	Nanang Muallib
			PRSCO LA/ PRSCO- OHS/EMS	PRSCO- OHS/EMS	PRSCO- SA
	14.00 – 17.00	Document Review (Sungai Purun Estate) RSPO P&C Commitment to transparency (P1), Economic viability (P3), Training (C4.8), HCV management (C5.2);	√		
		Document Review (Sungai Purun Estate) RSPO P&C Estate's Best Management Practices (P4), OHS implementation (C4.7), Environmental Management System (P5), Continual Improvement (P8).		√	
		Stakeholder Interview: Interview with local villages, interview with contractor(s), interview with worker union, interview with gender committee,			√
Friday, 25/08/2017	08.00 – 12.00	Field Visit (Sungai Rungau Estate): Road maintenance, landfill, waste management, Terawan Plasma, etc.	√		
		Field Visit (Sungai Rungau Estate): Herbicide application/harvesting/fertilizer application, general worker, etc.		√	
		Field Visit (Sungai Rungau Estate): Boundaries inspection, HCV's, riparian zones, water management (in Sungai Purun and Sungai Rungau Estate), etc.			√
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Document Review (Sungai Rungau Estate) RSPO P&C Commitment to transparency (P1), Economic viability (P3), Training (C4.8), HCV management (C5.2), New Development (P7);	√		
		Document Review (Sungai Rungau Estate) RSPO P&C Estate's Best Management Practices (P4), OHS implementation (C4.7), Environmental Management System (P5), Continual Improvement (P8).		√	
		Document Review (Sungai Rungau Estate) RSPO P&C Compliance with laws and regulations (P2), HCV Management (C5.2), Social aspects (P6);			√
Saturday, 26/08/2017	08.00 – 11.00	Document Review (RSPO Manager): General information, time bound plan, partial certification verification. (both Sungai Purun POM & Terawan POM)	√		
		Document Review (Agronomy): Soil and foliar analysis, Fertilizer recommendation, fertilizer application, Estimate on FFB production, pest and disease, monitoring of pesticide use, continuous improvement, trainings, etc. (both Sungai Purun POM & Terawan POM)			
		Document Review (Health and Safety): Health and safety policy, health and safety program, health and safety monitoring, accident record, LTI monitoring, health and safety training, etc. (both Sungai Purun POM & Terawan POM)		√	

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Date	Time	Subjects	Pratama Sedayu	Imam F	Nanang Muallib
			PRSP0 LA/ PRSP0- OHS/EMS	PRSP0- OHS/EMS	PRSP0- SA
		Document Review (General Manager Office): Legality of the land, land compensation, worker salary payment, social-economic and other company policies, community development, continuous improvement, etc. (both Sungai Purun POM & Terawan POM)			✓
	11.00 – 11.30	Conclusion for Sg. Purun POM and its supply base	✓	✓	✓
	12.00 – 14.00	Break	✓	✓	✓
Thursday, 31/08/2017	08.00 – 09.00	Closing Meeting	✓		

Appendix E: Stakeholders Contacted

<p>Internal Stakeholders Workers in Sungai Purun Estate; Workers in Sungai Rungau Estate; Workers in Sungai Purun POM; Worker Union; Company doctor; Paramedic in clinic; Gender Committee</p>	<p>Union/Contractors/Local Communities Worker Union; Mr. Anang Syahwani, local contractor; Communities of Terawan Village; Communities of Paren Village; and Cooperative;</p>
<p>Government Departments Badan Lingkungan Hidup Kabupaten Seruyan; Dinas Tenaga Kerja Kabupaten Seruyan; Kantor Pertanahan Kabupaten Seruyan;</p>	<p>NGO Orangutan Foundation Indonesia LSM Duta</p>

Appendix F: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance) - Sungai Purun POM

Requirements	Compliance
E.1 Definition	
<p>E.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>	<p>The company has established procedure for receiving FFB certified and non certified sources in Procedure Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017.</p> <p>PT. Agro Indomas (Central Kalimantan) implemented an integrated IT system to monitor the process from harvesting FFB, FFB transport and FFB processing into CPO and PK. Within the system, company has defined a block masters in the plantation to clearly identify RSPO certified blocks of estates. Mill manager verifies that all certified FFB delivered from RSPO certified estate/supply bases to be identified with IT system in the weighbridge.</p> <p>Block master of certified supply base, currently consist of: Sungai Rungau Estate, Sungai Purun Estate (company-owned plantation), Plasma Terawan Village and Plasma Bangkal Village (smallholder-fully managed by company).</p> <p>The IT system has been checked and verified against the FFB Delivery Note from certified and non-certified supply base. IT system printed out weighbridge ticket indicating "RSPO certified FFB/MB" only for FFB delivered from certified supply base.</p>
E.2 Explanation	
<p>E.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.</p>	<p>PT. Agro Indomas (Central Kalimantan) estimated the certified FFB, certified CPO and certified PK for 12 months as reported in RSPO public summary report. The figure from previous RSPO public summary report:</p> <p>FFB: 182,213 tons CPO: 41,453 PK: 10,477</p> <p>The actual production:</p> <p>FFB: 213,143 tons CPO: 43,982 tons PK: 10,556 tons</p> <p>Based on review PalmTrace system, the company never delivered physical certified CPO and PK certified in PalmTrace system and actual tonnage produced as mentioned below.</p>
<p>E.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).</p>	<p>The company has registered and reported CPO and PK certified selling in in RSPO PalmTrace system and CB also register volume of CPO and PK certified annually once the certificate issued.</p> <p>RSPO PalmTrace registration number for Sungai Purun POM: RSPO_PO1000002676, with License ID CB46566.</p>
E.3 Documented procedures	
<p>E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all</p>	<p>SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017.</p>

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<p>the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>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.</p>	<p>covering: Name of block certified area for each estate, 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 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.</p> <p>SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017. Based on this procedure, the responsible is PM (Plantation Manager), MM (Mill Manager), IT Admin and Weigh-Bridge Personnel.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017 stating 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>E.4 Purchasing and goods in</p>	
<p>E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.</p>	<p>PT. Agro Indomas East Kalimantan has an integrated IT system to monitor the process from harvesting FFB, FFB transport and FFB processing into CPO and PK. Within the system, company has defined a block masters y the plantation to clearly identify RSPO certified blocks of estates. Mill manager to ensure that all certified FFB delivered from RSPO certified estate/supply bases to be identified with IT system in the weighbridge. Block master of certified supply base, currently consist of: Sungai Rungau Estate, Sungai Purun Estate (company-owned plantation), Plasma Terawan Village and Plasma Bangkal Village (smallholder).</p> <p>The IT system has been checked and verified against the FFB Delivery Note from certified and non-certified supply base. IT system printed out weighbridge ticket indicating "RSPO certified FFB/MB" only for FFB delivered from certified supply base.</p> <p>From weighbridge the amount of certified and non-certified FFB will be calculated, along with the mill processing data in order to obtain mass balance figure of certified and non-certified CPO and PK.</p>
<p>E.4.2 The site shall inform the CB immediately if there is a projected overproduction.</p>	<p>PT. Agro Indomas Central Kalimantan - Sungai Purun POM has report of projected overproduction to CB (BSI) as soon as possible. Report of projected overproduction was done in 30th August 2017 by RSPO Manager and Finance Manager. The report has explained the projected overproduction was occurred in August 2017.</p> <p>SOP of traceability, so that field Finance manager to provide quarterly production report and share to RSPO/EHS manager, GM and Sustainability Director;</p> <p>PT. Agro Indomas has revised the procedure for traceability of RSPO certified products: SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017. Under the revised SOP, it was stated that 1.</p>

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	<p>Finance Manager of PT. Agro Indomas is responsible and authorized to implement the flow of products traceability information as documented in this SOP; 2. Finance manager to ensure all certified FFB delivered, from RSPO certified estates or plantation to be identified by JDE system in the weighbridge; 3. The Finance Manager will report quarterly the total actual volumes of certified CPO and PK Production from certified mill to the traders (based in Kuala Lumpur); 4. Trader will report quarterly to the finance manager the volume of monthly sales of RSPO credits (certificates of RSPO); 5. After 4 months production period, if there is a projected overproduction of certified CPO and PK compared to the current year budget, Finance Manager shall immediately report formally to the RSPO Manager, who will then report the projected overproduction to the Certification Body.</p> <p>From the procedure, In case of projected overproduction, RSPO manager will soon report to CB. Based on interview with Finance Manager, the company has prepared a tool to record, verify and predicted FFB, CPO and PK production. PT. Agro Indomas has also demonstrated the latest three-monthly mass balance report, recording the projected production and actual production of certified FFB, CPO and PK.</p>
<p>E.5 Record keeping</p>	
<p>E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</p> <p>(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.</p> <p>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.)</p>	<p>PT. Agro Indomas (Central Kalimantan) has a procedure SOP Ensuring Traceability of RSPO Certified Products SOP-PLID-MIL-RSP.ver 1/2017, dated 27th September 2017.. Section D Polcies – e. When there is a physical sale of RSPO certified product, the Finance Manager must check to ensure a positive balance is maintained (on a quarterly basis) between the volumes of CPO & PK produced against those delivered from the mill.</p> <p>Based on document review, demonstrate record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</p> <p>Delivery of certified PK: Contract No.SA02XI12-10449, dated 24th November 2016, from PT. Agro Indomas, Indonesia; to Premium Vegetable Oils Sdn Bhd, Malaysia. The contract mentioned quantity 1,000 MT RSPO Mass Balance Palm Kernel. There was 60 times of delivery from Sg. Purun POM to bulking and further to vessel. Example: on 24th December 2016, delivery of 9,010 MT RSPO Mass Balance PK, with FFA 1.39%; moisture 6.22%; dirt 5.8% - with truck No.KH8166FF; on 18th December 2016, delivery of 9,080 MT RSPO Mass Balance PK, with FFA 1.86%; moisture 5.62%; dirt 4.88% - with truck No.KH8081FO; Total delivery of 500 MT Palm Kernel, with 50 times deliveries. B/L No.126/ABN/12/2016, dated 14th December 2016; shipper PT. Agro Indomas, Indonesia to Premium Vegetable Oils Sdn Bhd, Johor, Malaysia. The product RSPO Mass Balance Palm Kernel, weighed 1,002.41 MT.</p>
<p>E.5.2 In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to</p>	<p>No out-sourced activities within this mill.</p>

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be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement	
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Actual Tonnage Certified Palm Production - September 2016 – August 2017

Mill	Capacity	CPO	PK
Sungai Purun POM	90 tons FFB/hour	43,982 MT	10,556 MT

Actual Tonnage Sales of Certified Palm Products - September 2016 – August 2017

Mill	Certified CPO Sales*	Certified PK Sales*	Remarks
Sungai Purun POM	-	501.21 MT	RSPO PalmTrace (physical)
	16,000 MT	-	RSPO PalmTrace (book and claim)

**) As verified during RAV, August 2017*

Actual Tonnage Sales of Certified Palm Products (under Other Scheme) - September 2016 – August 2017

Mill	Certified CPO Sales*	Certified PK Sales*	Remarks
Sungai Purun POM	N/A	N/A	N/A

**) As verified during RAV, August 2017*

Actual Tonnage Sales of Conventional Palm Products - September 2016 – August 2017

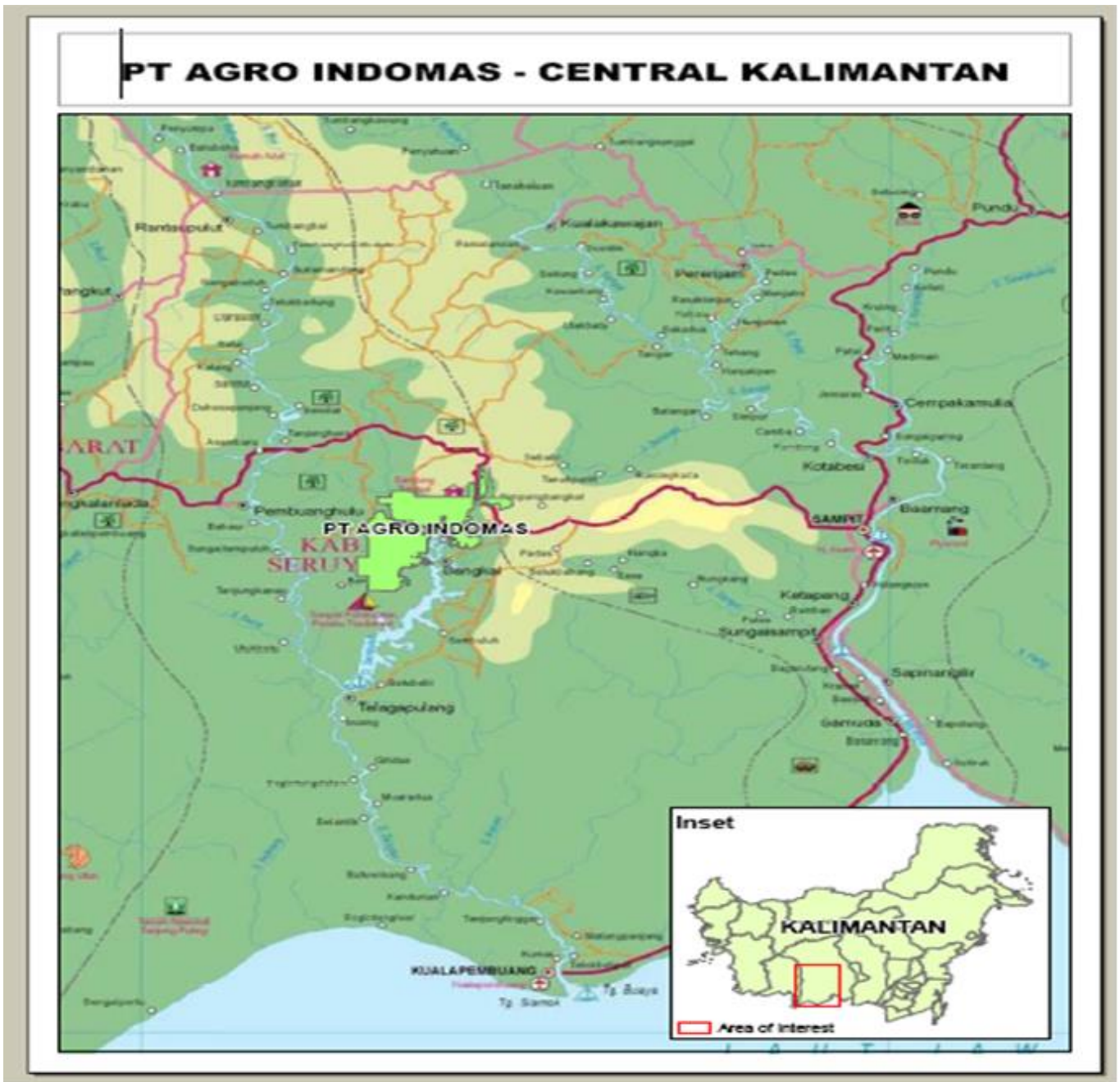
Mill	Conventional CPO Sales*	Conventional PK Sales*	Remarks
Sungai Purun POM	-	8,162.1	Sold conventional

**) As verified during RAV, August 2017*

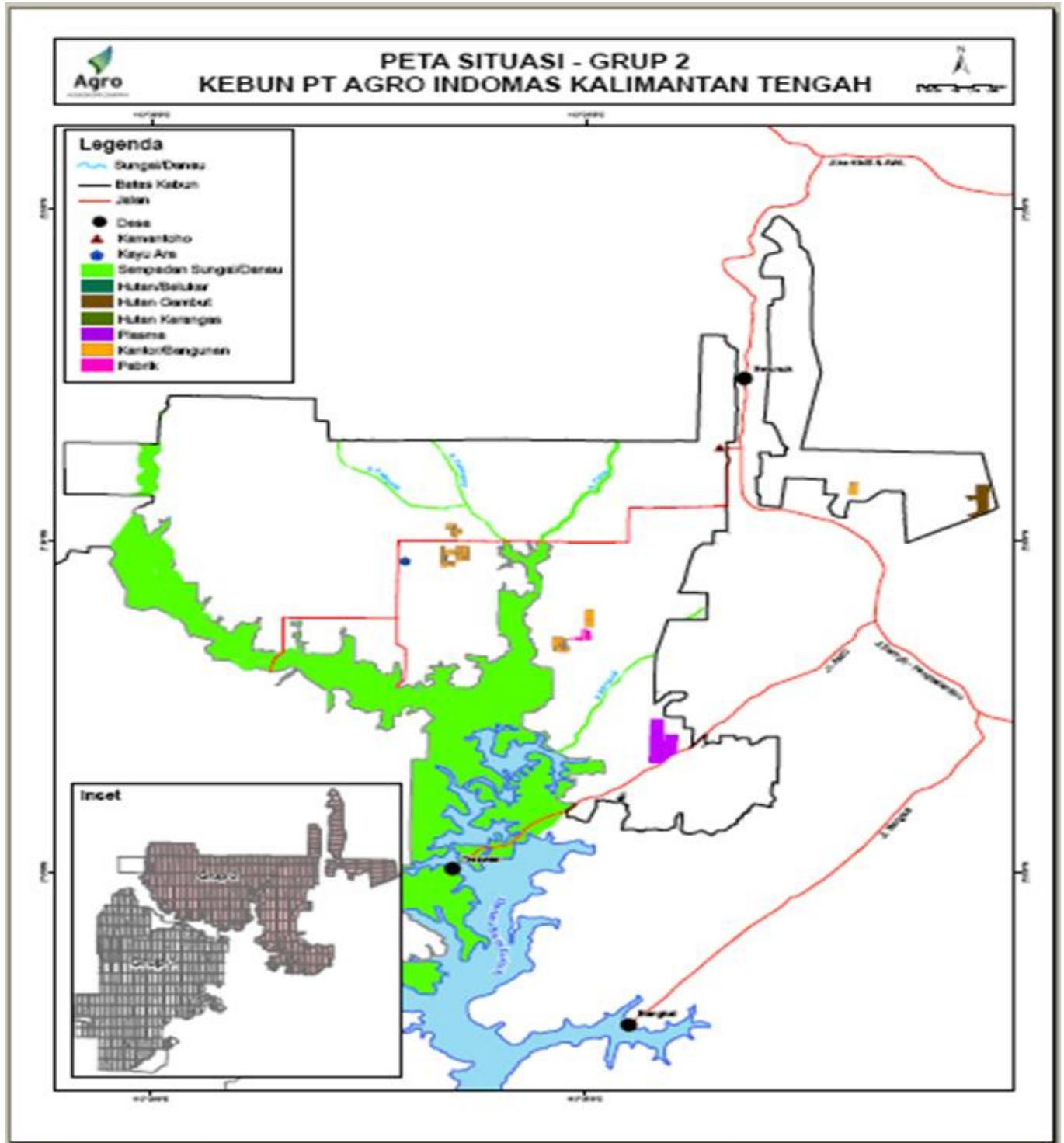
Month	Certified Supply Base (from own certificate scope) (mt)		Total FFB/Month (mt)
	Sungai Purun Estate	Sungai Rungau Estate	
Sept 2016	10,014	11,433	21,447
Oct 2016	9,766	11,857	21,623
Nov 2016	9,355	10,960	20,315
Dec 2016	8,739	8,555	17,294
Jan 2017	6,660	4,864	11,524
Feb 2017	6,885	5,511	12,396
Mar 2017	7,335	6,243	13,578
Apr 2017	8,570	6,998	15,568
May 2017	11,430	9,317	20,747
Jun 2017	8,183	8,004	16,187
Jul 2017	11,591	10,344	21,935
Aug 2017	9,290	11,239	20,529
Total	107,818	105,325	213,143

Appendix G: Location Map of Certification Unit and Supply bases





Appendix H: Estate Field Map



Appendix I: List of Smallholder Audited

Plasma Terawan and Plasma Bangkal (fully managed by company).

Appendix J: PalmGHG Calculation

Summary of Net GHG Emissions

Emission per Product	tCO ₂ e/tProduct
CPO	0.83
PK	0.83

Extraction	Percentage (%)
OER	20.55
KER	4.99

Production	Ton/year
FFB processed	213,983
CPO processed	43,977

Land Use	Hectare
OP planted area	17753
OP planted on peat	0
Conservation (forested)	854
Conservation (non-forested)	0
Total	17753

Summary of Field Emissions and Sinks

	Own Crop		Group	
	tCO ₂ e	tCO ₂ e/tFFB	tCO ₂ e	tCO ₂ e/tFFB
Emissions				
Land conversion	72047.23	0.39	6655.56	0.42
*CO ₂ Emissions from Fertilizer	7286.39	0.04	759.76	0.05
**N ₂ O Emissions	12116.98	0.07	774.94	0.05
Fuel Consumption	766.27	0	112.86	0.01
Peat Oxidation	0	0	0	0
Sinks				
Crop Sequestration	-75609.11	-0.41	-6816.9	-0.43
Conservation Sequestration	0	0	-414.24	-0.03
Total	16607.76	0.09	1071.98	0.07

Summary of Mill Emissions and Credits

	tCO ₂ e	tCO ₂ e/tFFB
Emissions		
POME	22431.76	0.1
Fuel Consumption	1698.21	0.01
Grid Electricity Utilisation	0	0
Credits		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0

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Total	24129.97	0.11
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Palm Oil Mill Effluent (POME) Treatment

Divert to compost	38%
Divert to anaerobic digestion	100%

POME diverted to Anaerobic Digestion

Divert to anaerobic pond	100%
Divert to methane capture (flaring)	0%
Divert to methane capture (electricity generation)	0%

Appendix J: List of Abbreviations Used

ANDAL	Analisis Dampak Lingkungan (Social-Environmental Impact Assessment)
BOD	Biological Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
GMP	Good Manufacturing Practice
HCV	High Conservation Value
IAV	Initial Assessment Visit
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
MSDS	Material Safety Data Sheet
O&G	Oil and Grease
PK	Palm Kernel
PPE	Personal Protective Equipment
PT. AICK	PT. Agro Indomas (Central Kalimantan)
RC	Re-Certification
RED	Renewable Energy Directive
RSPO P&C	Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SOU	Strategic Operating Unit
SS	Suspended Solids
TN	Total Nitrogen
TS	Total Solids