

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

PT. INTI INDOSAWIT SUBUR Muara Bulian Palm Oil Mill and Its Supply Bases
Client company Address: JI MH Thamrin No 31 Jakarta 10330 Indonesia
Certification Unit: Muara Bulian Palm Oil Mill Singoan/Bukit Sari, Bulian Jaya Village, Muara Bulian, Pelayung District, Batang Hari Regency, Jambi, Indonesia.

TABLE of CONTENTS

Page N°

Section 1: Scope of the Certification Assessment.....	3
1. Company Details	3
2. Certification Information.....	3
3. Location(s) of Mill & Supply Bases	4
4. Description of Supply Base	4
5. Plantings & Cycle.....	5
6. Certified Tonnage.....	5
7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable.....	5
8. Certified Tonnage CPO.....	5
Section 2: Assessment Process	7
1. Assessment Program.....	8
Section 3: Assessment Findings	10
3.1 Details of audit results are provided in the following Appendix:	10
3.2 Progress against Time Bound Plan	10
3.3 Details of findings.....	12
3.3.1 Status of Nonconformities Previously Identified and Observations.....	25
3.3.2 Summary of the Nonconformities and Status.....	28
Acknowledgement of Assessment Findings.....	29
Appendix A: Summary of Findings.....	30
Appendix B: Approved Time Bound Plan	151
Appendix C: Certification Unit RSPO Certificate Details.....	157
Appendix D: Assessment Plan.....	158
Appendix E: Stakeholders Contacted	162
Appendix F: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance)	163
Appendix G: Location Map of Certification Unit and Supply bases.....	168
Appendix H: Estate Field Map	169
Appendix I: Smallholder List Sampled.....	170
Appendix J: GHG Reporting Executive Summary.....	173
Appendix K: List of Abbreviations Used.....	175

Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	No.1-0022-06-000-00	Date	6 th February 2006
Company Name	PT. Inti Indosawit Subur – Muara Bulian		
Address	Head Office: Jl MH Thamrin No 31 Jakarta 10330, Indonesia Location: Singoan/Bukit Sari, Bulian Jaya Village, Muara Bulian, Pematang District, Batang Hari Regency, Jambi, Indonesia.		
Subsidiary of (if applicable)	PT Inti Indosawit Subur		
Contact Name	Putu Grhyate Yonata Aksa		
Website	www.asianagri.co.id	E-mail	Putu_aksa@asianagri.com
Telephone	+62 21 230 1119	Facsimile	+62 21 230 1120

2. Certification Information			
Certificate Number	RSPO 594418	Date	28 th August 2012
Scope of Certification	Production of CPO and PK of PT. Inti Indosawit Subur – Muara Bulian (Muara Bulian Palm Oil Mill) and its supply base. Mill capacity of Muara Bulian POM is 60 tonnes FFB/hour.		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2004	SGS	10 June 2017
EU-ISCC-Cert-DE100-16472016	ISCC EU	SGS	31 August 2017

RSPO Public Summary Report
Revision 4 (November /2016)

3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
Muara Bulian POM	Singoan/Bukit Sari, Bulian Jaya Village, Muara Bulian, Pemayung District, Batang Hari Regency Jambi, Indonesia.	E 103° 12' 20"	S 01° 35' 09"
Muara Bulian Estate	Singoan/Bukit Sari, Bulian Jaya Village, Muara Bulian, Pemayung District, Batang Hari Regency Jambi, Indonesia.	E 103° 02' 20"	S 01° 35' 09"
KUD Barokah	Desa Karya Mukti. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 11' 20"	S 01° 32.126
KUD Subur Makmur	Desa Tidar Kuranji. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 07' 26"	S 01° 34' 41"
KUD Budi Sari	Desa Bukit Sari. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 12' 37"	S 01° 32' 43"
KUD Makmur Rejeki	Desa Bulian Jaya. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 12' 06"	S 01° 35' 20"
KUD Karya Lestari	Desa Kehidupan Baru. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 06' 24"	S 01° 37' 02"
KUD Tuah Sakato	Desa Danau Embat. Kec.Maro Sebo Iilir. Kab Batang Hari Jambi	E 103° 09' 15"	S 01° 40' 11'

4. Description of Supply Base							
Estate	Mature (ha)	Immature (ha)	Infras & Other (ha)	HCV (ha)	Total Planted (ha)	Total Hectarage	% of Planted
Muara Bulian Estate	1,386	290	103.82	76.18	1,676	1,856	90.30 %
Scheme Smallholders							
KUD Barokah	1,240	0	0	0	1,240	1,240	100 %
KUD Budi Sari	1,130	0	0	0	1,130	1,130	100 %
KUD Subur Makmur	900	0	0	0	900	900	100 %
KUD Makmur Rejeki	730	0	0	0	730	730	100 %
KUD Karya Lestari	710	0	0	0	710	710	100 %
KUD Tuah Sakato	2,248	0	0	0	2,248	2,248	100 %
Total Scheme Smallholders	6,958	0	0	0	6,958	6,958	100%
Total	8,403	302	109	76.18	8,634	8,814	97.95%

RSPO Public Summary Report
Revision 4 (November /2016)

5. Plantings & Cycle								
Estate	Age (Years)					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated (2016)	Actual (2016)	Forecast (2017)
Muara Bulian Estate	302	0	0	1,445	0	35,923	28,628	20,071
Scheme Smallholder								
KUD Barokah	0	0	10	1,230	0	27,855	19,171	22,191
KUD Budi Sari	0	0	10	890	0	18,167	9,937	14,064
KUD Subur Makmur	0	0	10	1,120	0	24,789	21,313	20,791
KUD Makmur Rejeki	0	0	10	172	548	16,240	11,840	8,950
KUD Karya Lestari	0	0	10	700	0	15,549	12,118	13,039
KUD Buah Sakato	0	388	1,860	0	0	46,764	29,635	35,016
Total Scheme Smallholder	0	388	1,910	4,112	548	149,364	104,014	114,051
Total	302	388	1,910	5,557	548	185,287	132,642	134,122

6. Certified Tonnage									
Mill	Estimated (2016)			Actual (2016)			Forecast (2017)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Muara Bulian POM	185,287	41,194	9,635	132,642	28,652	7,043	134,122	29,413	7,256

7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable			
Independent FFB Supplier	Tonnage / year		
	Estimated (2016)	Actual (2016)	Forecast (2017)
Third party FFB supplier/Collector	80,000	82,997	70,000

8. Certified Tonnage CPO									
Mill	Estimated (2016)			Actual (2016)			Forecast (2017)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK

**RSPO Public Summary Report
Revision 4 (November /2016)**

Muara Bulian POM	185,287	41,194	9,635	132,642	28,652	7,043	134,122	29,413	7,256
OER (%)	-	22.23	5.20	-	21.60	5.31	-	22.17	5.47

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Tel +603 2242 4211 Fax +603 2242 4218
Nicholas Cheong: Nicholas.Cheong@bsigroup.com
www.bsigroup.com

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 Recertification assessment was conducted from 10th – 18th July 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 methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO P&C Indonesia National Interpretation September 2016 and RSPO SCCS 2014 were used as Checklists and questionnaires were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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 of its supply base. The estates sample were determined based on formula $N = 0.8\sqrt{y}$ where y is the number of estates. The sampling of smallholders were based on the formula $(0.8\sqrt{y}) \times (z)$; where y is total number of independent group member and where z is the multiplier defined by the risk assessment.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing.

**RSPO Public Summary Report
Revision 4 (November /2016)**

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 initial 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 internally reviewed by Elzy Ovktafia (1st Reviewer) and Nicholas Cheong (2nd 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 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Muara Bulian POM	x	x	x	x	x
Muara Bulian Estate	x	x	x	x	x
KUD Barokah		x		x	
KUD Subur Makmur	x		x		
KUD Budi Sari		x			x
KUD Makmur Rejeki	x			x	
KUD Karya Lestari			x		
KUD Buah Sakato	x				x

Tentative Date of Next Visit: July 1, 2018 - July 9, 2018

Total No. of Mandays: 32 manday

BSI Assessment Team:

Mujinius Jalaraya – Lead Assessor

He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He has working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 - 2012 and as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014. He involved in RSPO certification since 2014 as a team member subsequently as a Lead Auditor. He has completed the training, such as: Lead Auditor ISO 9001: 2008 course, Lead Auditor ISPO course, Lead Auditor RSPO endorsed course, RSPO SCCS Lead Auditor endorsed course, HCV Identification and management, Internal Auditor ISO 14001: 2004 Training, Training for Trainers, OHS Expert Training, etc. During this assessment, he assessed on the aspects of Legal, Best Management Practices for Palm Oil Mill, HCV management, and SCCS audits under

**RSPO Public Summary Report
Revision 4 (November /2016)**

supervised by qualifying reviewer Mr. Pratama Agung Sedayu. He is fluently speaking in English and Bahasa Indonesia.

Edy Widodo – Team Member

Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of social and labor and stakeholder consultation.

Aswan Hasibuan – Team Member

He graduated from University of Sumatera Utara on 1999, majoring in Industrial Engineering. He involved in RSPO certification since 2012 as a team member subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, and Ghana. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, Indonesia OHSMS (SMK3) Auditor, 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 environment, OHS, CPO Mill Supply chain and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Imam Fakhrurozi – Team Member

Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta in 2011. He had 2 (two) years working experienced related to oil palm industries i.e. as a sustainability and HSE in oil palm Plantation Company in Indonesia. Several relevant Training he has completed include ISO 9001 and 14001 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed courses. 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 2016. During this assessment, he assessed on the aspects of mill and estate best practices, environment and OHS.

Accompanying Persons: I Made Dermawan

Section 3: Assessment Findings

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

- PT Inti Indosawit Subur/Asian Agri Time Bound Plan
- RSPO P&C INA-NIWG 2016 Checklist
- RSPO Supply Chain Certification Checklist on 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?	PT. Inti Indosawit Subur – Asian Agri Group has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Comply
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The time bound plan is challenging. PT. Inti Indosawit Subur – Asian Agri Group demonstrate progress overtime. The age of plantation was generally mature. All of plantation has been incorporated with palm oil mill to process the FFB produced. The location of plantations were covering three provinces in Sumatera Utara Province, Riau Province and Jambi Province – Indonesia.	Comply
Have there been any changes since the last audit? Are they justified?	No changes.	Comply
If there have been changes, what circumstances have occurred?	No changes.	Comply
Have there been any stakeholder comments?	Yes, there was a report related to company's supply chain. Company has released official response. BSI was notified and provided response to this matter.	Comply
Have there been any newly acquired subsidiaries?	There are no newly acquired subsidiaries.	Comply
Have there been any isolated lapses in implementation of the plan?	No isolated lapses. Company managed to demonstrate commitment to certify all of palm oil mill and supply base.	Comply
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has	Yes. PT. Mitra Unggul Pusaka – Segati POM conducted	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

a positive assurance statement been produced?	internal audit annually.	
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. 	In area where BSI conducted audit, there are no replacement/conversion of primary forest after November 2005.	Comply
Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	There is new planting after January 1 st , 2010. New planting was performed through conversion from rubber plantation. Company NPP still in progress for submitted and RSPO approval.	In progress
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.	No more land compensation.	Comply
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	No labor dispute noted. This was based on stakeholder interview with worker union in each company. In addition, audit team found the same based on stakeholder interview with "Dinas Tenaga Kerja" on each regency audited.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes. PT. Mitra Unggul Pusaka – Segati POM conducted internal audit annually. Last audit performed in April 2016.	Comply
Any Legal non- compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	PT. PT. Mitra Unggul Pusaka – Segati POM has comply with all legal compliance	Comply

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 Recertification Assessment there are 7 Major Nonconformities and 5 Minor Nonconformity raised. PT Inti Indosawit Subur – Muara Bulian POM Certification unit submitted Corrective Action Plans for the non-conformity. 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 non-conformity will be followed up during the next surveillance assessment.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1338589N2	<p>Requirements: RSPO P&C INA NI 2016 Indicator 4.6.4</p> <p>The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p>	Major
	<p>Evidence of Nonconformity:</p> <p>Based on document verification the use of paraquat was increased overtime from 2013 - 2017. In addition, the paraquat usage from January - June 2017 was over budget, paraquat usage was 2,118 L however the budget was 1,690 L for year 2017.</p>	
	<p>Statement of Nonconformity:</p> <p>Company was not able to demonstrate the use of paraquat minimized and eliminated as part of a plan.</p>	
	<p>Corrective Action:</p> <p>Company has made correction of the paraquat usage data as bellow:</p> <p>Total paraquat usage from January – August 2017 is 1,887.96 L with details:</p> <ol style="list-style-type: none"> 1. Usage for Muara Bulian Estate is 687.96 L (consist of usage for Division 259.06 L, usage for Nursery 247.10 L and usage for replanting area 181.80 L) 2. Usage for other unit namely Afiliation Estate, independent plantation partnering with PT Inti Indosawit Subur – Muara Bulian with area ± 2,400 ha. The Afiliation estate was not certified unit and PT IIS give the coaching in the best management practices. <p>So that the actual volume usage of paraquat for Muara bulian Estate is 687.96 L and still under budget 1,690 L.</p> <p>Auditor also verified the data of paraquat usage of Muara Bulian Estate from the pesticide expenditure data from Agrochemical storage Muara Bulian. During NCR Close out visit it can be demonstrated that the actual paraquat usage for Muara Bulian Estate was 687.96 L. Muara Bulian Estate also demonstrated the "Estate monthly report period August 2017" which shown the actual paraquat usage from January – August 2017 for Muara Bulian Estate was 687.96 L.</p> <p>PT Inti Indosawit Subur – Muara Bulian Estate also has a programme to reduce the paraquat usage by substitute the paraquat with Glifosat. The programme will be effective on the 2018.</p>	

RSPO Public Summary Report
Revision 4 (November /2016)

	<p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	
<p>1338589N3</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 4.7.5 A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.</p>	<p>Major</p>
	<p>Evidence of Nonconformity: First aid kit was available in worksites, however there were some first aid kit found not complete, such as:</p> <ul style="list-style-type: none"> - First aid kit available for spraying team, harvesting team and chemical warehouse/hazardous waste storage were not complete. First aid kit was not complete with aquades as register in form list of first aid kit. - Found expired medicine (betadine) inside first aid kit in hazardous waste storage. 	
	<p>Statement of Nonconformity: First aid kit was available in worksites, however there were some first aid kit found not having the complete content.</p>	
	<p>Corrective Action:</p> <ul style="list-style-type: none"> - Company has complete the first aid kit for spraying team, harvesting team and chemical warehouse/hazardous waste storage according to standard and replace the expired medicine with the new one. In addition, company has checked all the first aid kit in Mill, Estate and Plasma Muara Bulian and complete the first aid kit according to the standard. Inside the first aid kit, company has completed the "Daftar Obat" which contain list of medicine and first aid kit equipment. There were 15 items inside the first aid kit with number of items and expired date. Company provide "Daftar Pemakaian Obat P3K" as well in order to record the usage of first aid kit medicine and equipment. During audit and field visit shown that all the first aid kit found completed and well maintain. - PT Inti Indosawit Muara Bulian also has conducted the refreshment and awareness to the PIC of first aid kit monitoring in order to aware and check the first aid kit regularly each month. Company has prepare the checklist for the monitoring. 	
	<p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	
<p>1503754-201707-M1</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 4.7.1 A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.</p>	<p>Major</p>
	<p>Evidence of Nonconformity:</p> <ul style="list-style-type: none"> - Can not demonstrate the standard procedure to guide the conduct of risk assessment. - 2 of the 4 hydrants in the Mill are not properly working when tried. - Accident Investigation of Boiler operator on behalf Hendri Andri Manalu is unclear who performed the investigation and there is no conclusion and no adequate follow-up. - Fire extinguisher in ICS/Plasma Office has no pressure and can't working properly. 	

	<p>Statement of Nonconformity: Company is not consistent in implementing the OSH policy and its implementation, as evidence.</p> <p>Corrective Action:</p> <ul style="list-style-type: none"> - Company has made the procedure of HIRADC (Hazard identification and risk analysis and determining control) as a guidance and standard to conducted the hazard and risk assessment as well as the determining control for risk and hazard. Procedure presented in SOP "Identifikasi bahaya, Penilaian Resiko dan Penentuan Pengendalian" AA-SMK3-02-R0 dated 3 August 2017. SOP prepare by OHS coordinator, reviewed by Sustainability Environment and CSR head and approved by managing director. Procedure describes the mechanism for the identification documents preparation of hazard risk analysis and determination of control. Types of hazards and risks and control of risk. Hazard criteria: often, continuously, sometimes, rarely, very rarely, never happen. The possibility of a hazard event: almost certain (10), may occur (6), unusual but may occur (3), is unlikely (1), very unlikely (0.5) and unlikely (0.1). The level of risk is determined based on the criteria, the likelihood of the occurrence of each activity and the impact that occurs. - Muara Bulian POM has repaired 2 non-functioning hydrant in POM area. It is known that 2 units of Hydrant are problem in the tap water, so that when tested the tap water can not be opened. The company has repaired the damaged Hydrant tap water by replacing the old tap water with a new one. Proof of tap water repairs can be proven during field visits on September 18, 2017; Hydrant test performed during visit audit and found well functioning. In addition, Muara Bulian POM has made Memorandum No.110/MI-PMB/MEMO/07/17 dated September 1, 2017 regarding the appointment of officers/PIC on behalf Parulian Harianja (workshop employees) who has responsibility for monitoring of First Aid Box, APAR and Hydrant in Muara Bulian POM. - The Company has made improvements by revised the accident investigation form of SOP AA-OP-SMK3-07-FM Accident Investigation SOP, August 3, 2017. In the accident investigation form include: the accident data, details of injuries/sections exposure, photographs/sketches, evidence of investigation (witnesses, positions, equipment, documents), sequence of events (pre-contact, contact, post-contact), type of incident, cause of accident (unsafe, unsafe) accidents (personal and work factors), corrective and preventive actions, investigative team. During audit verification, found that the accident form was complete and adequate. - Muara Bulian Plasma has refill the unfuction/empty APAR on August 2017. During field audit shown that the APAR was function well with good pressure and condition. In addition Muara Bulian Estate and Plasma has made Memorandum No.058/IIS/KLM/MEMO/8/17 dated July 27th, 2017 regarding the appointment of officers/PIC on behalf Andriansyah Farudi (KTU) who has responsibility for monitoring of First Aid Box and APAR in Muara Bulian Estate and Plasma. <p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	
<p>1503754-201707-M2</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 5.1.1 Environmental impact assessment document(s) shall be available.</p>	<p>Major</p>

	<p>Evidence of Nonconformity: Group Manager has prepared environmental impact assessment as per "Evaluasi Aspek Dampak Lingkungan" updated on 1 February 2017. However, it was found that Individual member sample (e.g no. 21, 22, 145, 175, 986, 989, 990) cannot demonstrate basic understanding on environmental impact from their operation.</p> <p>Statement of Nonconformity: Individual members in Kebun Plasma Muara Bulian cannot demonstrate the basic understanding of the environmental hazard of their operations.</p> <p>Corrective Action: Company has conducted socialization and awareness the environmental impact of field activity in Muara Bulian Plasma based on "Evaluasi Aspek Dampak Lingkungan". Socialization performed on 25 August by Sustainability team of PT Inti Indosawit Subur Muara Bulian in KUD Subur Makmur, KUD Makmur Rezeki and KUD Buah Sakato. Evidence of socialization and awareness in the form of attendance list, photograph and minutes of socialization can be demonstrated. During audit, interview with smallholder member indicated that they have understanding of environmental impact of their activity in the field based on "Evaluasi Aspek Dampak Lingkungan" for example: fertilizing activity impact to the river pollution, so that they have a policy to prohibit fertilizing activity near to the river/waterways with distance 3 – 10 m from the waterways/river.</p> <p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	
<p>1503754-201707-M3</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 6.4.1 A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be made available, referring to decision of the Constitution Court.</p> <p>Evidence of Nonconformity: Based on interview and document review in Plasma Muara Bulian, they cannot demonstrated a procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>Statement of Nonconformity: Group manager cannot demonstrated that they has develops a procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>Corrective Action: Group manager Plasma Muara Bulian has made the procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation. The procedure documented in "Mekanisme Perhitungan Kompensasi Konflik Lahan Petani Anggota ICS" SOP No. 030/DOK/SOP/AA/2016, dated 3 August 2017. Procedure explain the mechanism of identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	<p>Major</p>
<p>1503754-201707-M4</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 5.2.2 Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill operations, an appropriate measures</p>	<p>Major</p>

	<p>that are expected to maintain or enhance them shall be implemented through a management plan.</p> <p>Evidence of Nonconformity: Based on document review, they cannot demonstrated action plan develop by Group managers based on the HCV management and monitoring plan.</p> <p>Statement of Nonconformity: No evidence that group managers has been develop action plan based on the HCV management and monitoring plan.</p> <p>Corrective Action: Plasma Muara Bulian Internal Control System (ICS) has made the HCV management and monitoring plan refer to recommendation of HCV identification report. Presented in "Conservation Management Plan PT Inti Indosawit Subur, Plasma Muara Bulian Tahun 2017". HCV management plan is apply in 6 KUD Plasma Muara Bulian. HCV management plan in each KUD consist of:</p> <ul style="list-style-type: none"> - Signboard placement of prohibition chemical application near to waterways/riparian area with distance 3 m in left and right side - Training and awareness of HCV against smallholder member regularly at minimum once a year - Monitoring of animal/wildlife <p>Conservation management plan has been disseminated to all KUD and socialized to all member of KUD. During audit and interview with sample smallholder member indicated that they have ware and understand regarding conservation management plan of KUD.</p> <p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	
<p>1503754-201707-N2</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 4.4.2 Protection of water courses and wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.</p> <p>Evidence of Nonconformity: Based on field visit (Kav. 1767), auditor found that used oil for pumping machines was seen spilled around the water source area.</p> <p>Corrective Action: Plasma Muara Bulian has performing oil spill cleanup and waste cleaning/removal in area Hamparan 61 (Kapling 1767). During field visit in Kavling 17617, on 18 September 2017 indicated that the area in water source has been clean up from the used oil and waste and there is no more activity of water pumping in the water source area. Plasma Muara Bulian has a policy to prohibit spraying activity near to riparian area (3–5m) from the small river/waterways. Riparian Protection was established and described about buffer zone, riparian buffer and natural river. Training on Environmental Management has been provided to the farmers to brief on the riparian and buffer zones. Evidence of training can be demonstrated during audit. Interview with smallholder member conducted during audit and indicated that smallholder member has understand regarding the policy of prohibition activity which potentially polluted the river/waterways in riparian area 3 – 5m.</p> <p>Assessment Conclusion: Major NC has been Closed out in 18/09/2017.</p>	<p>Major</p>

RSPO Public Summary Report
Revision 4 (November /2016)

<p>1503754-201707-N1</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 2.2.2 Legal boundaries are demonstrated clearly and maintained.</p> <p>Evidence of Nonconformity: During field visit it's found that some of boundary poles (7 poles) was missing at plasma KUD Tua Sakato, hamparan 54; kav. 131 and 132, KUD Subur Makmur hamparan 61 kapling 1759.</p> <p>Statement of Nonconformity: Some of legal boundaries was not clearly maintained at plasma area</p> <p>Corrective Action: - Undertake an inventory of shortfalls in the boundary of the farmers' member - Disseminate to farmers member on the importance of the boundary of the plot/kavling.</p> <p>Assessment Conclusion: Minor NC remains OPEN and will be verified on the next surveillance audit.</p>	<p>Minor</p>
<p>1503754-201707-N3</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 4.7.6</p> <p>Evidence of Nonconformity: There are 68 workers of Muara Bulian Estate has not been registered on BPJS Kesehatan.</p> <p>Statement of Nonconformity: Not all workers provided with adequate either medical care or accident insurance.</p> <p>Corrective Action: Company has registered the 68 workers of Muara Bulian Estate in BPJS Kesehatan. Several workers were dependent husband who worked in Muara Bulian Estate and the BPJS Kesehatan has been paid by the company every month included in her husband. For another workers who are not dependent of husband, company has registered the workers in to BPJS Kesehatan. Evidence of registration in BPJS Kesehatan and list of participant number of BPJS Kesehatan were available and can be demonstrated during audit.</p> <p>Assessment Conclusion: Minor NC has been CLOSED on 18/09/2017</p>	<p>Minor</p>
<p>1503754-201707-N4</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 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. Appropriate to scale, Group Manager shall have a plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>Evidence of Nonconformity: Based of document review and interview with ICS staff, there are confirmed that Group Manager in Kebun Plasma Muara Bulian has not prepared a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>Statement of Nonconformity: Group Manager in Plasma Muara Bulian cannot demonstrate a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>Corrective Action: Create an efficiency plan on the use of fossil fuels and optimize use of renewable fuel.</p>	<p>Minor</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>Regularly updated an efficiency plan on the use of fossil fuels and optimize use of renewable fuel</p> <p>Assessment Conclusion: Minor NC remains OPEN and will be verified on the next surveillance audit.</p>	
<p>1503754-201707-N5</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 5.3.3 A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>Evidence of Nonconformity: There are inconsistency of implementation the procedure No. 027/DOK/SOP/AA/2016, dated 2 December 2016 "Prosedur Pengelolaan Limbah Plastik".</p> <p>Statement of Nonconformity: Based on interview with some individual member sample in hampan 43 (kav. 5,6,7), hampan 44 (kav. 31), Hampan 53 (kav. 22,23), Hampan 54 (kav. 131, 132) , Hampan 61 and 106 confirmed that they performed disposal of inner bag of fertilizer by burning.</p> <p>Corrective Action: Disseminating to farmers in hampan 43 (kav. 5,6,7), hampan 44 (kav. 31), Hampan 53 (Kav. 22,23), Hampan 54 (Kav. 131, 132) , Hampan 61 and 106 related to ICS's policy managers against prohibition of burning in their plantation activities. Conducting socialization to farmers related to policy of ICS manager related to burning ban in their plantation activities</p> <p>Assessment Conclusion: Minor NC remains OPEN and will be verified on the next surveillance audit.</p>	<p>Minor</p>
<p>1503754-201707-N6</p>	<p>Requirements: RSPO P&C INA NI 2016 Indicator 5.2.4 Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan. Group Managers shall implement a mechanism for individual members to report on threats to HCVs.</p> <p>Evidence of Nonconformity: Based on document review, it was found that the group managers can't demonstrate the mechanism of implementation for individual members to report on threats to HCVs.</p> <p>Statement of Nonconformity: No evidence that group managers has the mechanism of implementation for individual members to report on threats to HCVs.</p> <p>Corrective Action: Establish farmer reporting mechanisms related to the threat of HCVs in the plasma estate area. Disseminating farmer reporting mechanisms related to the threat of HCV in the plasma estate area.</p> <p>Assessment Conclusion: Minor NC remains OPEN and will be verified on the next surveillance audit.</p>	<p>Minor</p>

Issues raised by Stakeholders

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. Inti Indosawit Subur – Muara Bulian Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.

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.

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.

IS #	Description
1	<p>Feedback, Comment and Input Dinas Tenaga Kerja dan Transmigrasi Kabupaten Batanghari (Manpower and Transmigration Office – Batanghari Regency) Regional coordinator of labor inspector: Buchori, S.E</p> <p>1. Working Norms;</p> <ul style="list-style-type: none"> - The Company has comply minimum wage payment in accordance with the applicable regulations for based on UMSK of Jambi Province 2017. - The company has determine minimum wages based on the Government regulation every year, the minimum wages in 2017 as regulated in "Surat Decree of Governor of Jambi no. 919/KEP.GUB/DISSOSNAKERTRANS/2016, dated 1 January 2017 is Rp. 2,063,948.63,-/month. And also Memorandum dari Head HR of PT IIS no. 011/HR-AAS/MEMO/05/17, dated 27 May 2017; tentang Petunjuk Kenaikan Upah Tahun 2017. - All employees in PT Inti Indosawit Subur Muara Bulian has been registered to the BPJS ketenagakerjaan programme. - Report of Labor for the Period of 2016-2017, has been reported to Manpower and Transmigration Office – Batanghari Regency - There is no reports related to the use of female laborers at night or the use of child labor/forced labor by company (The plantation sector is the worst sector against the use of female laborers at night and the use of child labor). - Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017). <p>2. K3/health and safety occupation Norms;</p> <ul style="list-style-type: none"> - The Company has compiled the organizational structure of P2K3 and has been authorized by Dinas Tenaga Kerja Kabupaten Batanghari. - The company has realized the provision of PPE for its employees but the consistency of the use of PPE by the workers needs to be improved. - The Company has handled the case of accidents well related to the reporting and handling of BPJS claims of employment. - The Company has compiled and submitted the P2K3 Periodical Report to the Department of

	<p>Manpower.</p> <ul style="list-style-type: none"> - The Company has conducted periodic health checks for all workers, especially workers who working at hazardous stations including sprayers and fertilizers. - Heavy equipment operators, conveyances, levers, steamers and others have licenses as operators (SIOs). - The Company has conducted periodic checks on the special equipment used (Steam Bucket, Pressure Vessel) in accordance with applicable regulations. Perusahaan telah menyusun LKS Bipartite which aims to resolve industrial relations disputes if they occur before the mediation level of the Office of Manpower and the level of Industrial Relief Courts. The established bipartite institution has been authorized by the Asahan District Manpower Office. - The Company already has a Collective Labor Agreement that regulates the industrial cooperation between the company and the permanent worker, while for the PHL workers the company use the relevant legislation. - Disputes: Until the audit is conducted, there are no reports related to disputes. - The company has provided infrastructure that aims to improve the welfare of employees for example, housing, electricity, clean water, health facilities, educational facilities, etc. <p>Management Responses</p> <ul style="list-style-type: none"> - The company also keeps the record of decision Government regulation every year, the minimum wages in 2017 as regulated in "Surat Decree of Governor of Jambi no. 919/KEP.GUB/DISSOSNAKERTRANS/2016, dated 1 January 2017 is Rp. 2,063,948.63,-/month. And also Memorandum dari Head HR of PT IIS no. 011/HR-AAS/MEMO/05/17, dated 27 May 2017; tentang Petunjuk Kenaikan Upah Tahun 2017. - Required mandatory employee reports were reported for the period 2016 - 2017. - Company has implementing OHS management both in mill and estate according to regulation. HIRADC has been determined and the control of hazard and risk has been implemented and improve each year. - The use of PPE has been consistently applied and monitored by company. - The Company has also requested training to get the Operator License (SIO) to all operators heavy equipment in estate and Boiler operator in mill. <p>Audit Team Findings</p> <p>The company has taken action in accordance with well-established procedures and persuasive approach, so there is no issue occur.</p> <p>With respect to wages, the use of PPE and SIO, the company has implemented in accordance with relevant law and regulations.</p> <p>Company has implementing OHS management both in mill and estate according to regulation</p>
<p>2</p>	<p>Feedback, Comment and Input Badan Lingkungan Hidup Kabupaten Batanghari (Environmental Office – Batanghari Regency) Section Head Pengendalian dan Pencemaran Lingkungan: Dodi Marta Rinaldo</p> <ul style="list-style-type: none"> - The Company already has environmental document in the form of AMDAL and has reported the implementation of RKL-RPL periodically to Dinas Lingkungan of Batanghari Regency. Latest reported in April 2017. - Company has manage hazardous waste according to regulation, Muara Bulian POM and Estate has permit issued by Environmental Agency Batanghari Regency and sign by Regent of Batanghari Regency. Each quarter company has reported the hazardous waste management. - PT IIS Muara Bulian has permit for land application to apply waste water from mill to plantation as an organic fertilizer. Each quarter company has reported the implementation of waste water application as well as the waste water quality monitoring, for example: Land Application (LA)

	<p>utilization permit and LA measurement for 3 months, lastly done in June 2017.</p> <ul style="list-style-type: none"> - Good environmental management has performed by companies, eg pollution and emissions management in plantation environment (still below the quality standard), for example: waste water and air emissions. - There are no reports from stakeholders related to environmental pollution caused by the operation of the garden or the PKS. - There is no land fire in the area of Muara Bulian Estate. Fire monitoring and fire fighting reported routinely to environmental office. - Upon this time there are no environmental issues, either from the community or from NGOs. <p>Management Responses</p> <ul style="list-style-type: none"> - Company management has positive response, in regards with the BLH Batanghari views of the company. - Company will be committed to improve and enhance the environmental managemet and monitoring implementation to realize an environmentally friendly company. - The company will maintain good communication with the government and cooperate in environmental management and monitoring. <p>Audit Team Findings</p> <p>Based on field visit and document review indicated that company has implementing the environmental management and monitoring plan according to RKL-RPL document and reported regularly to BLH Batanghari Regency.</p> <p>Hazardous waste management and monitoring has been well done by the company according to regulation.</p> <p>Land application has implemented well according to permit and regulation.</p> <p>Environmental control programs around the plantation area (surrounding villages) have been conducted to continue.</p>
<p>3</p>	<p>Feedback, Comment and Input Dinas Perkebunan dan Peternakan Kabupaten Batanghari (Plantation and Animal Husbandry Office – Batanghari Regency). Section Head of Dinas Perkebunan: Sulaiman Somad</p> <ol style="list-style-type: none"> 1. The entire HGU area of the company has been in accordance with its designation with the Batanghari District Spatial as a cultivation area of plantation crops. 2. The entire area of the company based on the map of the designation of the forest area of Jambi province is the function of Other Use Areas (APL). 3. The Company has performed periodic reporting obligations related to plantation business operations in the form of statistical data of oil palm plantations to the Plantation and Animal Husbandry Office – Batanghari Regency. 4. The Company has reported the Development of Plantation Business Activity annually. Last reported for the December 2016 period. Includes fire monitoring reports. 5. The price of FFB shall be determined based on prevailling market price and for Plasma FFB price was follow the price which determined by Dinas Perkebunan Jambi province. Based on reports coming in PT Inti Indosawit Subur Muara Bulian has a good community TBS price structure compared to other companies. <p>Management Responses</p> <ul style="list-style-type: none"> - Report on Development of Plantation Business Activities SM I and II year 2016, on April 2017. - Monitoring report on land fires Semester I and II period 2016 has been reported on April 2017. - The pricing mechanism determined depending on the price of CPO, Kernel and services, for example:

	<p>in period 27 April 2017 FFB prices determine IDR 1,550 per Kg.</p> <p>Audit Team Findings</p> <p>The company's reporting obligations have been performed well to Batanghari regency, reporting was preformed each semester in accordance with the specified period.</p> <p>Transparently FFB pricing to farmers and informed regularly according to price determination by Dinas Perkebunan Jambi Province.</p> <p>Facing the dry season and the dangers of land fires, the company has prepared through emergency response organizations.</p>
<p>4</p>	<p>Feedback, Comment and Input Kantor Pertanahan Kabupaten Batanghari (Land affairs office, Batanghari Regency)</p> <ul style="list-style-type: none"> - Period of year 2016- 2017 there are no reports related to land issues and disputes in PT Inti Indosawit Subur – Muara Bulian. - There is information that the border of many rivers controlled by the community to be managed as a plantation land. - No reports to the Land Office of Batanghari Regency related to the planting of oil palm plantations outside HGU. <p>Suggestion:</p> <ul style="list-style-type: none"> - In relation to the local community's activities towards cultivating in the river border, the area is socialized to the community as a conservation area and made warning boards as conservation areas. <p>Management Responses</p> <ul style="list-style-type: none"> - Maintenance of HGU stakes is done routinely (2 times a year / per semester), last done in June 2017. - The company has socialized to the community that river borders is a conservation area and prohibit to cultivate the land, company has made warning boards in the conservation areas. <p>Audit Team Findings</p> <p>Based on documents verification and field visits, it can be shown that upon this time of the audit ther is no land disputes have occurred, the company has conducted regular checks of HGU stakes regularly and river border (conservation area) and no community land tenure activities.</p> <p>Company also has maintain and conserve the riparian area/river border in Singoan river and socialize to surounding community to protect and conserve the riparian area.</p>
<p>5</p>	<p>Feedback, Comment and Input Perangkat desa Tidar Kuranji, desa Bulian Jaya Kec. Pemayung (Local community and villagers)</p> <ul style="list-style-type: none"> - Villagers around ethnically, Batak, Javanese, Sundanese and Banjar. - There was no land conflict with surrounding community. - No land conflict was reported since hand-over was done in proper settlement in the beginning. - In general communication and coordination between the village government and the Company has been running well. - The Company always responds to any problems submitted by the village government officials or from the surrounding community. Villagers have confirmed that organisation has done some positive CSR activities on their surroundings. Routinely companies provide assistance through CSR programs in the form of borrowing heavy equipment (excavators, graders and compactors), scholarships, assistance to the poor, religious facilities, etc. - Access roads surrounding villages are always maintained by the company. - Enclave owner has proper access to their own farm inside company's farm without any difficulties. - Absorption of workforce from the surrounding villages was not adequate. - There are no reports from the public regarding the operational activities of companies that violate

	<p>Human Rights such as the Right to Organize and assemble Conduct worship in accordance with beliefs, as well as other practices of violation of Rights such as the use of mercenaries for the intimidation of workers, the sale of human beings etc.</p> <ul style="list-style-type: none"> - Companies still utilize labor with the status of Daily Workers (PHL) from the surrounding community <p>Suggestion from villagers:</p> <ul style="list-style-type: none"> - It is necessary to increase cooperation between the company and the surrounding community, especially in terms of maintenance of road facilities that are needed by the surrounding community. - Assistance to the community should aim for empowerment and entrepreneurship with assistance (e.g cultivation and farming). <p>Management Responses</p> <ul style="list-style-type: none"> - Communication is always well established with the surrounding community, so no land conflict with surrounding community until conduct this audit. - CSR program is a social responsibility that performed by company which has become management policy. - Routinely companies provide assistance through CSR programs in the form of borrowing heavy equipment (excavators, graders and compactors), scholarships, assistance to the poor, religious facilities, etc. - Improving future CSR programs based on the potential of the village concerned and empowering the community by conducting soft skills training. For example with agricultural and livestock farming programs with at the same time provide direct guidance and direction. <p>Audit Team Findings</p> <p>The CSR program owned by PT Inti Indosawit Subur Muara Bulian was good, based on interviews with some village heads giving the impression of being quite satisfied with the program. CSR programs to be developed in accordance with community empowerment programs and guidance and coaching.</p> <p>The use of labor to be prioritized to the surrounding community by referring to recruitment procedures.</p> <p>Approach to problems with the surrounding community, eg: related to livestock entering the plantation area) has been addressed with good and appreciative.</p>
<p>6</p>	<p>Feedback, Comment and Input Workers union, SPSI Muara Bulian</p> <ul style="list-style-type: none"> - The Company has implemented the minimum wage according to the government's decision (Governor of Jambi). Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja. - The Company has facilitated SPSI in the form of office space and stationery that can be used if there will be meetings, meetings or discussions both internal and external (with management).Period meeting is held at least once a year to review the issue of labour/employee, the next is meeting with management will be held if there are problems related to the employee. Up to now there are no records of complaints from employees. - There are complaints of the employees associated with the explanation / socialization BPJS-Kesehatan those who have carried out by the company. Up to now the problem of BPJS-Kesehatan especially for BHL employees is still in data collection. - All employees have been given adequate facilities, for example: housing, electricity, irrigation, polyclinics, sports field schools, transportation for school children etc. - In term of OHS implementation, the company has provided work equipment and PPE for free to all employees. <p>Management Responses</p>

	<ul style="list-style-type: none"> - Through workers union (SPSI) the company always communicates with all employees. - Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017) Based on document review, it was noted that term and condition, such as: working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by labour union. <p>Audit Team Findings</p> <p>The company's liability to employees has been made in accordance with applicable laws and regulations. In general, employees claim that the company has been concerned about employees and pay attention to the rights of employees.</p>
<p>7</p>	<p>Feedback, Comment and Input Workers (fertilizing, spraying, mill processing, workshop)</p> <ul style="list-style-type: none"> - Organisation provided training for Occupational Health and Safety and personnel protective equipment were provided by organisation. - Clean water was supplied from mill and several workers using wells water. - Calculation of wage was determined by management in accordance with national and local regulation. - No discrimination noted between employee. - Other than salary, employees get a ration of rice. - Over all medical expense is covered by the company. - There was no sexual harassment case. - Pregnant test for women sprayer was conducted each month for ensuring that there was no pregnant worker. - There were no breast-feeding sprayers. - The Company has given personal protective equipment to do the job, such as: helmets, gloves, masks and safety shoes. <p>Management Responses</p> <p>For the positive things that have been done will be maintained and improved towards a better by management companies.</p> <p>Audit Team Findings</p> <p>Company has provide an adequate facility for employee and comply with the labor regulations. Company also has the commitment to improve the employee welfare follow to company ability.</p>

3.3.1 Status of Nonconformities Previously Identified and Observations

There were 1 Major Nonconformity and 3 Minor Nonconformities was raised in previous audit. During audit surveillance auditor were verified consistency of implementation for corrective action plan to addressed the previous Major Nonconformities. During audit, it was indicated that previous Major non-conformities were addressed effectively and no reoccurrent nonconformity raised. Company has consistently implementing the corrective action plan they have made. However there were 1 minor non-conformities remain open due to ineffectively corrective action implementation and it escalated to Major non-conformities.

There were 5 observation raised on the previous audit (initial assessment), company has made corrective action and has been implemented well. Below are the explanation regarding follow up from previous observation.

Non-Conformity		
NCR #	Description	Category (Major/Minor)
1338589N2	<p>RSPO P&C Generic Standard, 2013 - Indicator 4.6.4</p> <p>Company was not able to demonstrate the use of paraquat minimized and eliminated as part of a plan. The use of paraquat was increased over time: in 2013 paraquat used was 260.55 liters, in 2014 paraquat used was 291 liters, in 2015 paraquat used was 368 liters. In addition, the budget for paraquat use 2016 sets at 1,690 liters – increased compare to planning in 2015 as much as 1,359 liters.</p> <p>Action taken: Based on document verification the use of paraquat was still increased overtime from 2013 - 2017. In addition, the paraquat usage from January - June 2017 was over budget, paraquat usage was 2,118 L however the budget was 1,690 L for year 2017. So that this Minor NC remains OPEN and escalated to Major NC as described above in the section 3.3 Details of findings.</p> <p>This Minor NC is remains OPEN and escalated to Major NC on 18 July 2017 and has been CLOSED on 18 September 2017 see in 3.3 Details of findings.</p>	Minor
1338589N3	<p>RSPO P&C Generic Standard, 2013 - Indicator 4.7.5</p> <p>First aid kit available in worksites, but either not complete or expired medicines were found. First aid equipment made available at various worksites, some brought along with trained officer (field supervisor). However, during field visit and interview with workers, audit team found:</p> <ul style="list-style-type: none"> - The first aid kit available with spraying team, harvesting team and chemical warehouse were not complete. - Found expired medicines inside first aid kit available with fertilizer application team. - The record for the use of first aid kit was not available with the first aider. <p>Action taken: Company has taken action to complete the first aid kit according to standard and replace the expired medicine with the new medicine. first aid kit was available in worksites, however there is remain found not complete:</p> <ul style="list-style-type: none"> - First aid kit available for spraying team, harvesting team and chemical 	Minor

**RSPO Public Summary Report
Revision 4 (November /2016)**

	<p>warehouse/hazardous waste storage were not complete. First aid kit was not complete with aquades as register in form list of first aid kit.</p> <ul style="list-style-type: none"> - Found expired medicine (betadine) inside first aid kit in hazardous waste storage <p>So that this Minor NC remains OPEN and escalated to Major NC as described above in the section 3.3 Details of findings.</p> <p>This Minor NC is remains OPEN and escalated to Major NC on 18 July 2017 and has been CLOSED on 18 September 2017. see in 3.3 Details of findings.</p>	
1338589N1	<p>RSPO P & C Generic Standard, 2013 - Indicator 6.1.4</p> <p>Currently, the company is conducting replanting for Inti (nucleus) and replanting program in scheme smallholder' areas starting in 2017, however the company has not updated review for social impact related to replanting activity.</p> <p>Action taken: Company has updated the social impact review for social impact related to replanting activity on March 2017. Report of updated review for social impact was available and can be demonstrated.</p> <ul style="list-style-type: none"> - Company has develop fixed format to monitor the social impact of plantation activity and performed each semester. <p>This Minor NC is closed out on 11th July 2017</p>	Minor

**RSPO Public Summary Report
Revision 4 (November /2016)**

Observation	
OBS #	Description
1	<p>RSPO P & C Generic Standard, 2013 - Indicator 4.7.1</p> <p>Risk Assessment for Muara Bulian Estate has been reviewed. Program, Objective and Target for Health and Safety for Muara Bulian Estate are evident. However, company's health and safety program for plantation and mill are lacking of consideration onto risk assessment result to improve condition on high risk level activity such as: use of electric appliances in worker housing – risk of short circuit (risk level 15) but no action plan/program prepared.</p> <p>Action taken: PT Inti Indosawit Subur Muara Bulian Estate and Mill has determined Program, Objective and Target for Health and Safety period 2017. Company's health and safety program has been consider the risk assessment result to improve condition on high risk level activity identified such as: use of electric appliances in worker housing – risk of short circuit (risk level 15) and other high risk identified in Estate and Mill.</p>
2	<p>RSPO P&C Generic Standard, 2013 - Indicator 4.7.2</p> <p>Latest review upon risk assessment dated 10/01/2016. The risk assessment has covered activities such as harvesting, palm upkeep, fertilizer application, office activities and the housing activities. Health and safety team needs to consider data from accident investigation record in risk assessment up dated and risk level accuracy needs to improve. Example: 12 accident cases related to fallen frond onto harvester recorded in 2016; however the frequency level 3 (once in 5 years) instead of level 5 (occurred over time) – causing risk assessment not accurate.</p> <p>Action taken: Company has performed identification of hazard and risk both in mill and estate. The hazard and risk assessment review on January 2017. Hazard and risk identification has been considered as the input from accident investigation record. Company also has determined hazard and risk control based on assessment and considering the accident investigation record.</p>
3	<p>RSPO P&C Generic Standard, 2013 - Indicator 6.12.3</p> <p>Based on interview with temporary workers, it was found that the company has provided health insurance (BPJS), personal protective equipments, medical surveillance, and other normative obligations to the temporary workers. It would be nice to consider normative obligations into the work agreement (Kontrak Kerja).</p> <p>Action taken: Company has made the work agreement with all workers including temporary workers. In the contract contain the term and condition of work, benefit, obligation and workers right according to regulation.</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

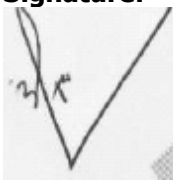
3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
A824450/1	Major	15/12/2012	CLOSED on 31/01/2013
A824450/2	Major	15/12/2012	CLOSED on 31/01/2013
A824450/3	Major	15/12/2012	CLOSED on 31/01/2013
A824450/1	Minor	15/12/2012	CLOSED on 06/06/2014
A824450/2	Minor	15/12/2012	CLOSED on 06/06/2014
A824450/3	Minor	15/12/2012	CLOSED on 06/06/2014
A824450/4	Minor	15/12/2012	CLOSED on 06/06/2014
A824450/5	Minor	15/12/2012	CLOSED on 06/06/2014
A824450/6	Minor	15/12/2012	CLOSED on 06/06/2014
105536M9	Major	06/06/2014	CLOSED on 04/08/2014
105536M20	Major	06/06/2014	CLOSED on 17/07/2014
105536N1	Minor	06/06/2014	CLOSED on 12/06/2015
1202271M2	Major	12/06/2015	CLOSED on 08/08/2015
1202271M4	Major	12/06/2015	CLOSED on 08/08/2015
105536N22	Minor	06/06/2014	CLOSED on 12/06/2015
1202271N2	Minor	12/06/2015	CLOSED on 20/06/2016
1202271M3	Minor	12/06/2015	CLOSED on 20/06/2016
1338589N2	Minor	28/06/2016	Reoccur and Escalated to Major on 18/07/2017 and CLOSED on 18/09/2017
1338589N3	Minor	28/06/2016	Reoccur and Escalated to Major on 18/07/2017 and CLOSED on 18/09/2017
1503754-201707-M1	Major	18/06/2017	CLOSED on 18/09/2017
1503754-201707-M2	Major	18/09/2017	CLOSED on 18/09/2017
1503754-201707-M3	Major	18/09/2017	CLOSED on 18/09/2017
1503754-201707-M4	Major	18/09/2017	CLOSED on 18/09/2017
1503754-201707-N2	Major	18/09/2017	CLOSED on 18/09/2017
1503754-201707-N1	Minor	18/09/2017	OPEN
1503754-201707-N3	Minor	18/09/2017	CLOSED on 18/09/2017
1503754-201707-N4	Minor	18/09/2017	OPEN
1503754-201707-N5	Minor	18/09/2017	OPEN
1503754-201707-N6	Minor	18/09/2017	OPEN

**RSPO Public Summary Report
Revision 4 (November /2016)**

Assessment Conclusion and Recommendation:

Based on the findings during the assessment PT. Inti Indosawit Subur Muara Bulian Palm Oil Mill Certification Unit and supply base complies with the RSPO P&C INA NI September 2016, RSPO Group Certificatio Checklist 2016 and the RSPO Supply Chain Certification Standard November 2014 for CPO Mill. It is recommended that the certification of PT. Inti Indosawit Subur Muara Bulian Palm Oil Mill Certification Unit is approved and continued.

Acknowledgement of Assessment Findings	Report Prepared by
Name: Welly Pardede	Name: Mujinius Jalaraya
Company name: PT. Inti Indosawit Subur – Muara Bulian POM	Company name: On behalf BSI Services Malaysia Sdn Bhd
Title: Sustainability Head	Title: Lead Auditor
Signature:  Date: 06 October 2017	Signature:  Date: 05 October 2017

Appendix A: Summary of Findings

A.1 Summary of Findings PT Inti Indosawit Subur – Muara Bulian POM and Muara Bulian Estate

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>			
1.1.1	<p>List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available.</p> <p>- Minor compliance -</p>	<p>The company has made a mechanism for request information no.: AA-GL-5008.1-R1 dated on 22nd August 2011. The company has owned some policies for documents created by the public relations department in the company and acknowledged by plantation manager that can be accessed by public dated 12th September 2014 that covered:</p> <p>A. Legal Documents</p> <ul style="list-style-type: none"> - a copy of SK HGU (Land Title) - a copy of AMDAL (Social and Environmental Impact Assessment) <p>B. Environment Documents</p> <ul style="list-style-type: none"> - Waste management plans - Report of waste water - Report of water management - Report of river water quality - Report of air quality. - Report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan). - Report of Hazardous Waste <p>C. Social Activity Documents</p> <p>D. Employment Documents</p> <ul style="list-style-type: none"> - Jamsostek and also BPJS Kesehatan 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>- HSE management programs</p> <p>Smallholders: During audit, interviewed with the farmer and confirmed that all visitors and all requests for information are referred to the Plasma Manager Sahala Mahulae and or Askep Mr. Ayat Khumaini and Field assistant (there are 4 Field Assistant (Mr. Syamsul Ajis, Mr. Daud Artha Rambe, Mr. Rifky Anandhika and Mr. Aris Yuneidi) and forward will report to Group Manager.</p> <p>Plasma Muara Bulian has list of stakeholder updated on 3rd January 2017 consist of PT. Inti Indosawit Subur, viilage of Bukit Sari, Bank BRI, local authority officer department, Cooperative and UMKM Department officer, Kapolsek (Local police), Head of sub-district, supplier and others KUDs.</p> <p>Scheme Manager cooperated with scheme smallholders has provide list of documents able to acces by their stakeholders, such as: copy of land rights, "Akte Pendirian Koperasi", Tanda Daftar Perusahaan/TDP (Registered KUDs permit), Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), monitoring of IPM, fertilizing and harvesting), accident record, OHS Manual.</p> <p>Scheme Smallholders also has procedure for communication, complaint and dispute as documented in "Mekanisme Komunikasi dan Komplain".</p> <p>Procedure Komunikasi internal Group Sertifikasi, no. 007/DOK/SOP/AA/2016.</p>	
1.1.2	<p>Records of requests for information and responses to the information requested shall be available.</p> <p>- Major compliance -</p>	<p>Request Information and response from Stakeholder has been documented into a log book "Surat Masuk" and the response is documented in "Log Book Stakeholders – Out".</p> <p>There were 25 information request noted and others from Stakeholder in 2017, sample seen:</p> <ol style="list-style-type: none"> 1. Dated 10 August 2016 from Disnakertrans related Submission of Invitations socialization to Clarification industrial relations disputes. 2. From Kepala Subag Tata Usaha Badan Pusat Statistik Asahan Regency letter no. B-058/BPS/1208/01/2017, dated 1 January 2017, regarding "Survey Tahunan Perusahaan Perkebunan Besar Pelaksanaan Tahun 2017". 	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>3. From H. Syamsul Bahri on behalf of Pengurus Daerah Federasi Serikat Pekerja Pertanian dan Perkebunan-SPSI Prov. Sumatera Utara, dated 23th February 2017, related "Kesepakatan Bersama BKS-PPS PD FSP.PP-SPSI Sumatera Utara related Upah pekerja anggota BKS-PPS".</p> <p>4. Dated 12 April 2017, from Dinas Pertanian dan Perkebunan, regarding "Laporan Pemantauan Kebakaran Lahan".</p> <p>5. Dated 19 April 2017, from BP2RD regarding Pemberitahuan/Undangan, no. 973/174/BP2RD /KS/2017.</p> <p>All request information and others has been responded timely manner.</p> <p>Smallholders: Verified onsite and a stakeholder/ communication that request information and response from Stakeholder is documented into a log book "Permintaan Informasi", there were noted 38 request information in ICS in 2017, e.g.: from Tidar Kuranji Head of Village no. 05/168/TK/III/2017 perihal pengambilan dana SHU untuk Desa.</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>			
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> a) Land titles/user rights (Criterion 2.2) b) Occupational health and safety plans (Criterion 4.7) c) Plans and impact assessments relating to environmental and social impacts (Criteria 	<p>Base on procedure "Menerima dan Merespon Permintaan Informasi Stakeholder" (SOP. No.: AA-GL-5008.1-R1 dated 22 August 2011) which is manage and monitoring information request from stakeholder. The Company has also established a Matrix of Provision of Information to Stakeholders, describing the types of information that can be provided to stakeholders, including legal basis, type of information and relationships with relevant agencies.</p> <p>All information request from stakeholder will be handled by relevant department. For example: CSR department responsible for inquiry from local community, media, NGO</p>	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1, 6.1, 7.1 and 7.8)</p> <p>d) HCV documentation (Criteria 5.2 and 7.3)</p> <p>e) Pollution prevention and reduction plans (Criterion 5.6)</p> <p>f) Details of complaints and grievances (Criterion 6.3)</p> <p>g) Negotiation procedures (Criterion 6.4)</p> <p>h) Continual improvement plans (Criterion 8.1)</p> <p>i) Public summary of certification assessment report</p> <p>j) Human Rights Policy (Criterion 6.13).</p> <p>- Major compliance –</p>	<p>including dispute or complaint; Human Resources Department responsible for worker consultation, worker union or government authorities related to manpower/labor issue; Purchasing Department responsibility to communicate regulation's, environment's, health and safety and social's requirement to all supplier.</p> <p>PT Inti Indosawit Subur – Muara Bulian POM and Estate has made a list of documents that are publicly accessible recorded in "Formulir Distribusi Informasi" (Open to Public) and is updated on 01 January 2017, such as:</p> <p>a. Laws and regulation document: Permit and license (Izin Lokasi, Izin Usaha Perkebunan, Hak Guna Usaha, etc.);</p> <p>b. Environmental document: AMDAL document (SEIA), RKL-RPL document (environmental management and monitoring report), permit for temporary hazardous waste storage, waste management plan, environmental policy, HCV identification document, pollution management plan etc.</p> <p>c. Social document: Social Impact Assessment (SIA) "Study Evaluasi Lingkungan" which covering social impact assessment. This SEL has been approved by Ministry Agriculture no. 220/687/B/IV/1994, Social program, Community development program, company policies, etc.</p> <p>d. Human rights policy that has been published No.298/ES-KTS/Memo/08/14 dated 26th August 2014 which also covering ethics in business that stated that "ethical behavior, Prohibition of all forms of corruption, bribery in the conduct or transaction of business practices and fraudulent use of funds".</p> <p>Smallholders: List of land titles copies (SHM) were kept at the site office. The smallholders hold either valid land titles or the customary land; e.g. land title certificate No. 416 landowner: Agus handoko with area 2.00 ha KUD Karya Lestari, Muh. Abdul Karim, certificate no. 430 with area 1.97 ha KUD Karya Lestari. Notice board onsite contain information such as legal register, list of HCV and RTE, OSHA and environmental plan, policies and consultation, communication procedure and etc.</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>HCV and SEIA report are keep in head office and provide to the public upon request. Policy of Plasma Muara Bulian were available in each KUD.</p> <p>Interviewed the farmer and confirmed all visitors and all requests for information are referred to the ICS Manager and head of KUD. Scheme Manager cooperated with scheme smallholders has provide list of documents able to acces by their stakeholders, such as: copy of land rights, "Akte Pendirian Koperasi", Tanda Daftar Perusahaan/TDP (Registered KUDs permit), Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), monitoring of IPM, fertilizing and harvesting), accident record, OHS Manual.</p> <p>Scheme Smallholders also has procedure for communication, complaint and dispute as documented in "Mekanisme Komunikasi dan Komplain".</p>	
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions along with the documentation of socialisation process of the policy to all levels of the workers and operations.</p> <p>- Minor compliance –</p>	<p>The company has a written policy committing to a code of ethical conduct and integrity in all operations and transactions presented in "Kebijakan Perusahaan signed 1st December 2014" which also covering ethics in business which stated that "ethical behavior, Prohibition of all forms of corruption, bribery in the conduct or transaction of business practices and fraudulent use of funds "(Perusahaan berkomitmen berperilaku etis dalam berbisnis pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya)".</p> <p>That policy has been informed to all employees and it also has been posted in public area as well as been socialized in every morning briefing so that it can be accessed by all employees.</p> <p>The policy has been disseminated to all level, on 29 April 2017 to all workers in Muara Bulian Estate and on 11/01/2017 for contractor in Muara Bulian Estate. On 08 April 2017 performed socialization to all workers in Muara Bulian Mill.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: The KUDs have policy ethical conduct in "Kebijakan Koperasi" dated 1st March 2015: berkomitmen berperilaku etis pada seluruh transaksi dan operasi, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya (<i>commitment to implement code of ethical conduct and integrity in all operation, no corruption, bribery and fraudulent use of fund and resources</i>). The policy have been socialization to all operation on 16 May 2017. Base on verified on document "Buku Pintar" that socialization of group's policy on ethical conduct to all farmers has been conducted on 16 May 2017.</p>	
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>All legal requirements comply with the regulations and laws, including those related to land status, occupational health and safety, environmental, labour, agricultural practice, and mill operation, such as:</p> <ol style="list-style-type: none"> 1. Izin lokasi (Location permit) no. 424, year 1997 "Pencadangan Tanah Untuk Keperluan Perkebunan kelapa sawit dengan pola PIR Trans PT. Inti indosawit Subur di Kec. Muara Bulian, Kab. Batanghari dan lokasi kecamatan Tungkal Ulu, Kab. Tingkat II Tanjung Jabung dari Gubernur KDH Tingkat I Prop. Jambi (± 12.000 ha in Muara Bulian) and (± 20.000 ha in Tungkal Ulu). 2. IUP – SPUP (Plantation operational permit) no. 187/Mentanhut/ VII/2000, dated 3rd November 2000 (+ 4,756.20 ha) for Muara Bulian and Tungkal Ulu, 2 PKS (POM) with capacity each mill is 60 tonnes FFB/hour. 3. There are 5 land tile (HGUs) for PT Inti Indosawit Subur – Muara Bulian as mentioned in indicator 2.2.1. 4. Forest area release through "Surat Keputusan Menteri Kehutanan No.494/Kpts-II/1991 tentang Pelepasan areal hutan seluas 17,500Ha terletak di Kelompok Hutan S. Lampisi-S. Palik-palik Kabupaten Dati II Tanjung Jabung dan Seluas 	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>9,356Ha terletak di Kelompok Hutan S. Kehidupan-S. Singoan Kabupaten Batanghari, Provinsi Jambi untuk Usaha Budidaya perkebunan dengan pola PIR-TRANS atas nama PT Inti Indosawit Subur” dated 7th August 1991.</p> <p>5. AMDAL (SEIA) documents approved by “Komisi Pusat Amdal Departemen Pertanian”, no. RC.220/687/B/IV/1994, dated 18 April 1994.</p> <p>6. Izin penyimpanan, pengelolaan dan penggunaan bahan kimia dan pestisida no.568/126.A/ Dissosnakertrans, dated 23 February 2017.</p> <p>7. Surface water usage permit from “Kantor Lingkungan Hidup Kabupaten batanghari” No. 660/150/LH/2010, dated 08 July 2010 and renewal permit still in progress now, the company has proposed renewal surface water usage to Balai Wilayah Sungai Sumatera VI Dirjen Sumberdaya Air, Kementerian Pekerjaan Umum no. 001/GL-RO3/EXT-PT. IIS/II/2017.</p> <p>8. Temporary hazardous waste store permit 503/05/IPPL-B3/BPMPPT/2014, dated 19 November 2014 (Valid 5 years).</p> <p>9. Izin Land Aplikasi (LA permit) Izin Land Aplikasi no. 503/01/IPPLH-LH/02/DPMPPTSP/2017 berlaku s/d 20 Maret 2020.</p> <p>10. The company has established fire mitigation officer as described in organizational chart “Struktur Organisasi Personil Tanggap Darurat” approved by Kepala Dinas Sosial, Tenaga Kerja da Transmigrasi Kabupaten Batanghari no. 568/130.A/Disosnakertrans, dated 12th March 2015-still valid.</p> <p>11. Izin Jembatan Timbang/ Weightbridge permit valid until October 2018.</p> <p>12. General OHS expert on behalf Mr. Adek certificate No.Ser.13.12386/AK3/U/V/2015 dated 08/05/2015, and appointed as OHS expert as per “Keputusan Menteri Ketenagakerjaan RI No.KEP.12781/M-DJPPK/V/2015 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum Menteri Ketenagakerjaan RI dated 08/05/2015”. According to Decree of the Minister of Manpower No. 186/MEN/1999 Company also formed a team of emergency response preparedness “Tim Tanggap Darurat kebakaran” on duty to fire mitigation and combating; and provide the sufficient equipment required for fire mitigation and combating.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>13. SIO certificate for Mill, Boilermen, Electricians, Charge- men, welder and heavy equipment operator.</p> <p>14. PT IIS Muara Bulian has provide the suitable work environment for the workers. Company has measured the work environment each year at Chemical store, Agrochemical store, Power house station, Kernel station, IPAL station and Boiler station. Measurement consist of Physical measurement: noisy, vibration, microwaves, ultra-violet light, and magnetic fields; Chemical measurement: solids (particles), liquid, gas, fog, aerosols and steam derived from chemicals. These measurement according to standard in "Permenakertrans RI Nomor PER.13/MEN/X/2011 tentang Nilai Ambang Batas Faktor Fisika dan Kimia di Tempat Kerja". Company also has prepared the Risk assessment and determining the control to prevent the hazard and risk impact: incident and accident. These also use as a basic of OHS program to prevent the accident and occupational illness.</p> <p>Smallholders: The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5th December 2009) its can be shown on "Buku Pintar" as hand book for farmers. There is no evidence of critical legal non compliance as a result of internal audit. Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance, It was verified that list of legal requirement is updated regularly. Assessment for Baseline was conduct to check the compliance to the legal requirements which had been conduct when the farmers want to join as a member</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>of ICS Muara Bulian. The questioner was include basic the information related to legal:</p> <ul style="list-style-type: none"> - Land title - Dispute - New planting - Management - Storage - Type of chemical and fertilizer - FFB Production <p>The last update of evaluation of legal compliance is documented in "Evaluasi Kepatuhan Hukum ICS has been updated on 25 January 2017. Be a registered organization as per law : Akte pendirian Koperasi Unit Desa (KUD), some example showing compliance to relevant regulation as follows: <u>KUD Subur Makmur</u></p> <p>a) Akte Pendirian Perusahaan no.1060/BH/XV/1993, dated 28 August 1993, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi No. 24/KPTS/KWK.5/VIII/1993, dated 31st August 1993, Akte Perubahan Anggaran dasar no. 382/BH/PAD/KWK.5/VIII/1996, dated 29th August 1996. The latest RAT - Annual member meeting was held on 28 February 2016.</p> <p>b) Tax registration no. 01.582.341.2-331.000.</p> <p>c) Tanda Daftar Perusahaan (TDP) no. 05.06.2.52.016, dated 21st January 2012, valid until 20th January 2017 (still in progress renewal).</p> <p><u>KUD Budi Sari</u></p> <p>a) Akte Pendirian Perusahaan no.1062/BH/XV/1993, dated 10 September 1993, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi Akte Perubahan Anggaran dasar no. 381/BH/PAD/KWK.5/VIII/1996, dated 29th August 1996. The latest RAT - Annual member meeting was held on 20 February 2016.</p> <p>b) Tax registration no. 01.582.350.3-331.000.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>c) Tanda Daftar Perusahaan (TDP) no. 05.06.2.6599, dated 28 April 2010, valid until 28 April 2015(still in progress renewal).</p> <p><u>KUD Bulian Jaya</u></p> <p>a) Akte Pendirian Perusahaan no.1020/BH/XV/1993, dated 21 September 1993, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi, Akte Perubahan Anggaran dasar no. 381/05/PAD/KWK.5/IX/1996, dated 29th August 1996. The latest RAT - Annual member meeting was held on 25 February 2016.</p> <p>b) Tax registration no. 74.341.599.4-33.000.</p> <p>c) Tanda Daftar Perusahaan (TDP) no. 05.06.2.46.114, dated 25 May 2015, valid until 25 May 2020.</p> <p><u>KUD Karya Lestari</u></p> <p>a. Akte Pendirian Perusahaan no.37/BH/KWK.5/VIII/ 1995, dated 16 August 1995, endorsed by"Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jamb.</p> <p>b. Tax registration no. 01.782.543.1-331.000.</p> <p>c. Tanda Daftar Perusahaan (TDP) no. 05.06.2.2.01.36, dated 6 February 2013, valid until 6 February 2018 (still in progress renewal).</p> <p><u>KUD Tuah Sakato</u></p> <p>a. Akte Pendirian Perusahaan no.30/BH/KWK.V/VII/ 1998, dated 14 July 1998, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi Propinsi Jambi, Akte Perubahan Anggaran dasar no. 30/BH/KWK.V/VII/2008, dated 6 August 2008. The latest RAT - Annual member meeting was held on 12 February 2016.</p> <p>b. Tax registration no. 2.0002546.08.02.</p> <p>c. Tanda Daftar Perusahaan (TDP) no. 05.06.2.65.03, dated 7 January 2014, valid until 7 January 2019 (still in progress renewal).</p> <p><u>KUD Barokah</u></p> <p>a. Akte Pendirian Perusahaan no. 28/BH/KWK.V/VI/ 1996, dated 12 June 1996, endorsed by "Departemen Koperasi – Kantor Wilayah Departemen Koperasi</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>Propinsi Jambi. The latest RAT - Annual member meeting was held on 15 February 2016.</p> <p>b. Tax registration no. 1.782.63.08-331.</p> <p>c. Tanda Daftar Perusahaan (TDP) no. 05.06.2.51.013, dated 11 January 2011, valid until 11 January 2016 (still in progress for renewal since 2016).</p>	
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>There is a documented system registering all relevant legal requirements to which the company must comply, and also there is a document of "Legal Register" edition March 3rd 2017 has been established, which includes relevant Environmental regulation, Plantation permit, etc. The list would be reviewed once a year by the EHS Department and all relevant department, updated as necessary.</p> <p>Evaluation of compliance for all regulation and other requirement related to environment, health and safety, manpower and land tenure has been performed (presented in "Evaluation of Compliance").</p> <p>The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5th December 2009). The list would be reviewed once a year by the EHS Department and all relevant departments, updated as necessary, last update on March 3rd 2017.</p> <p>The company has "Update List of regulation/pemenuhan peraturan perundang undangan" in March 3rd 2017.</p> <p>Smallholders: The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5th December 2009) its can be shown on "Buku Pintar" as hand book for farmers.</p> <p>List of laws are available and being evaluated regularly. Last updated on 25 January 2017. Notice board onsite and farmers handbook contain information such as legal register, list of HCV and RTE, OSHA and environmental plan, policies and consultation, communication procedure and etc. The last update of evaluation of</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>legal compliance is documented in "Evaluasi Kepatuhan Hukum ICS", updated on 25 January 2017.</p> <p>Summary of permits and licenses checked and recorded in regulation record book - "Checklist Perizinan di KUD".</p> <p>There is no evidence of critical legal non compliance as a result of internal audit. Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance, It was verified that list of legal requirement is updated regularly.</p>	
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>There is a rigorous internal audit process which includes a review of laws and their compliance. There is no evidence of critical legal non compliance as a result of internal audit. Each department has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental reporting, health and safety reporting and other legal/regulatory requirements. Evidence of documented mechanism on the compliance with relevant regulation was sighted in terms of Legal Requirements and Evaluation Compliance, It was verified that list of legal requirement is updated regularly.</p> <p>Legal department of the company has the responsibility to update the list of applicable laws and regulations using internet access via relevant webmail address and/or consultation with the related institutions. The latest updated report was on March 3rd 2017.</p> <p>Recorded on form "Evaluation of Legal and Other Requirements Compliance". Revised on March 2017.</p> <p>Smallholders: The management ensure the individual farmers understood and complied with Law</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>and regulation through the baseline Assessment, Risk Assessment, Training on staff and Farm Audit, as documented in Evaluasi Kepatuhan Hukum untuk Petani Plasma dated on 25 January 2017, consist:</p> <ul style="list-style-type: none"> - General Planting standards - Agriculture - Palm status and Disease - Farm Upkeep <p>Environmental and biodiversity The training Guidance for Farm Management was conducted. The module was talk about GAP, Health and safety, Laws, Social, RSPO and sustainable palm oil and code of conduct. The training records were verified. It was conducted on 18/3/2017 by Plasma Manager and ICS.</p>	
2.1.4	<p>A system for tracking any changes in the law shall be available and implemented.</p> <p>- Minor compliance –</p>	<p>Legal requirement-evaluation and fulfillment mechanism regulated under “SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya” (No. SOP; AA-GL-5001.1-RO) dated 5th December 2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. There is also memorandum Number 017/GL-AAS/MEMO/10/12 date on October 10th, 2012.</p> <p>The company receives information of changes in regulations from a number of sources. This includes company lawyers, Manpower office, Agriculture and Plantation service and Forestry service and others. This is then circulated and cascaded to relevant department within the company, which might affected by these changes.</p>	Comply
<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>			
2.2.1	<p>Documents showing legal ownership or lease, history of land tenure ownership/control, and the actual legal use of the land shall be available.</p>	<p>PT IIS demonstrate a valid land ownership covering:</p> <ol style="list-style-type: none"> 1. Decree of Head of BPN of Jambi Province No. 14/HGU/1992, regarding giving of HGU on behalf of PT Inti Indosawit Subur as 1.256,18 Ha” dated 15th September 1992. Subsequently issued certificate HGU No. I Tahun 2003 dated 	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance -</p>	<p>3rd December 2003 based on "Surat Ukur No. 01/Msi/2003 location in Singoan Village, Distric of Muara Bulian, Batanghari Regency", valid until 31st December 2027.</p> <p>2. Decree of Head of BPN of Jambi Province No. 51/HGU/BPN/2003, regarding giving of HGU as land location in Batanghari Regency, Provinsi of Jambi as 523.42 Ha" dated 10th September 2003. Subsequently issued HGU certificate No.4 Tahun 2003 dated 3rd September 2003 based on "Surat ukur No. 56/BSa/2003 location in Bukit Sari Village, Distric of Pamayung, Batanghari Regency" valid until 6th October 2038.</p> <p>3. Decree of Head of BPN of Jambi Province No. 03-540.1-06-2003, Regarding of giving HGU on behalf of PT Inti Indosawit Subur for land in Batanghari Regency, Provinsi of Jambi as 32.48 Ha, dated 10th July 2003. Subsequently issued certificate HGU No.2 Tahun 2003 dated 12th August 2003 based on "Surat ukur No.2/BuJ/2003 location in Bulian Jaya Village, Distric of Muara Bulian, Batanghari Regency", valid up to 13th August 2038.</p> <p>4. Decree of Head of BPN of Jambi Province No. 02-540.1-06-2003 regarding giving of consensus area/HGU on behalf of PT Inti Indosawit Subur location in Batanghari Regency, Province of Jambi as 17.09 Ha dated 10th July 2003. Subsequently issued certificate HGU No. 2 Tahun 2003 dated 12th August 2003 based on "Surat ukur No.1/BuJ/2003 location in Bulian Jaya Village, Distric of Muara Bulian, Batanghari Regency" valid until 13th August 2038.</p> <p>5. Decree of Head of BPN of Jambi Province No. 01-540.1-06-2003 tentang Pemberian HGU atas nama PT Inti Indosawit Subur atas tanah terletak di Kabupaten Batanghari, Provinsi Jambi seluas 27.27 Ha" dated 10th July 2003 subsequently issued certificate HGU No. 1 Tahun 2003 dated 12th August 2003 based on "Surat ukur No. 55/BSa/2003 location in Bukit Sari Village, District of Pemayung, Batanghari regency", valid until 13th August 2038.</p> <p>Total HGU owned PT IIS-Muara Bulian is covering areas 1,856.41 Ha.</p> <p>Smallholders:</p>	

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>There is types of land title for oil palm plantation which ais Land title- Individual and Collective calls SHM (Sertifikat Hak Milik) and there is no customary land rights. The original SHM document is stored in each farmer and filed in KUD and ICS Managers as document copy.</p> <p>Following samples: KUD Karya Lestari Farmer Gorup No. 76, on behalf of:</p> <ol style="list-style-type: none"> 1) Girjo, certificate No. 416 (new landowner: Agus handoko), (2.00 ha). 2) Muh. Abdul Karim, certificate no. 430 (1.97 ha) 3) Sikam, certificate no. 542 (1.97 ha) 4) Tirta, certificate no. 387 (2.16 ha) 5) Kandi, certificate no. 388 (2.25 ha) 6) Zulkifli, certificate no. 492 (2.75 ha) 7) Ali, certificate no. 506, covering an area of 1,955 Ha 8) Darmaji, certificate no. 403, covering an area of 2,2938 Ha 9) Kasiyan, certificate no. 673, covering an area of 1,9691 Ha 10) Nurmatias, certificate no. 429, covering an area of 1,996 Ha 11) Samino, certificate no. 416, covering an area of 2,1513 Ha 12) Suseno, certificate no. 415, covering an area of 2,1648 Ha <p>KUD Barokah:</p> <ol style="list-style-type: none"> 1) Sunu, certificate no. 603; new landowner: Bardi (1.98 ha) 2) Marsi, certificate no. 589 (2.04 ha) 3) Sari, certificate no. 597 (2.00 ha) 4) Purwadi, certificate no. 237; Slammat (1.92 ha) 5) Tatang, certificate no. 587 (1.98 ha) 6) Wagiman, certificate no. 239 (1.98 ha) 7) Abdul Majid; certificate no. 623, covering an area of 1,988 Ha 8) Rudi hartono; certificate no. 739, covering an area of 1,964 Ha 9) A. Munir; certificate no. 781, covering an area of 1,918 Ha 	

Criterion / Indicator	Assessment Findings	Compliance
	10) Amirudin; certificate no. 469, covering an area of 2,104 Ha 11) Rizaludin; certificate no. 512, covering an area of 1,974 Ha 12) Ibrahim; certificate no. 790, covering an area of 2,05 Ha 13) Idrus; certificate no. 722, covering an area of 2,015 Ha Yahya Taher; certificate no. 632, covering an area of 2,033 Ha	
2.2.2 Legal boundaries are demonstrated clearly and maintained. - Minor compliance -	<p>The company demonstrates to ensure all legal boundaries to be clearly demarcated and maintained in the form of boundary pegs. These pegs are also mapped with the relevant marker number in each estate along with GPS tracking. The company is to ensure all operating unit consistently carry out monitoring of boundary markers regularly and this is recorded twice a year, the last maintenance performed on 13 May 2017.</p> <p>Based on document verification upon "Monitoring Patok HGU Kebun Sentral No.001/SSL/LAP/VI/2017" dated 13/05/2017; company demonstrated that company have a plan for maintenance.</p> <p>Conducted observation for several pegs, e.g:</p> <ul style="list-style-type: none"> - Pegs no. BPN 14, on block A92D year planting 1992, Afdeling I, bordering the Plasma SP-3, coordinate no; S: 01°33'30.5"; E: 103°13'6.1". - Pegs no. BPN 017, on block A16D year planting 2016, Afdeling I, bordering with Afdeling II, coordinate no; S: 01°34'7.4"; E: 103°12'17.1". - Pegs no. BPN 19, on block C93A year planting 1993, Afdeling III, bordering with production forest and community farms, coordinate no; S: 01°35'12.9"; E: 103°12'31.7". - Pegs no. BPN 06, on block C92A year planting 1992, Afdeling III, bordering with Plasma Sp-4, coordinate no; S: 01°36'10.5"; E: 103°13'17.6". <p>Smallholders: Visited to the farm during field visit. All the farmers able to demonstrate where their boundaries. The boundaries was demarcate using:</p> <ol style="list-style-type: none"> 1. Boundary stone; or 2. Drain; or 	NC Ref # 1503754- 201707-N1 Status: OPEN

Criterion / Indicator	Assessment Findings	Compliance
	<p>3. Frond Stacking. Conducted observation for several pegs, e.g:</p> <ul style="list-style-type: none"> - Pegs BPN on hampan 54 KUD Buah Sakato, smallholder block no. 131 on behalf of Yusup I., coordinate no; S: 01°35'40.9"; E: 103°09'15.0". - Pegs BPN on hampan 54 KUD Buah Sakato, smallholder block no. 132 on behalf of Sapi'i/Imron., coordinate no. S: 01°35'41.1"; E: 103°09'19.5". - Pegs BPN on hampan 43 KUD Buah Sakato, smallholder block no. 5 on behalf of Muhtar, coordinate no; S: 01°34'57.1"; E: 103°08'51.2". - Pegs BPN on hampan 43 KUD Buah Sakato, smallholder block no. 6 on behalf of Abdullah/Irwansyah, coordinate no; S: 01°34'50.8"; E: 103°08'51.2". <p>The Scheme Manager (ICS Manager) need to be considered created plan to re-install legal boundary in scheme smallholders (Plasma) areas and implemented based on planning.</p> <p>Non Conformity: During field visit it's found that some of boundary poles (7 poles) was missing at plasma KUD Buah Sakato, hampan 54; kav. 131 and 132, KUD Subur Makmur hampan 61 kapling 1759.</p> <p>Rootcause Analysis: Lack of awareness of smallholder member that the boundaries pole is important to identify the kavling each of member smallholder.</p> <p>Corrective Action: Conducting the installation of the boundary poles in KUD Buah Sakato KUD Buah Sakato, hampan 54; kav. 131 and 132, KUD Subur Makmur hampan 61 kapling 1759.</p> <ul style="list-style-type: none"> - Undertake an inventory of shortfalls in the boundary of the farmers' member - Disseminate to farmers member on the importance of the boundary of the plot/kavling. 	

Criterion / Indicator		Assessment Findings	Compliance
		The Minor NC remain OPEN and will be verified on the next assessment.	
2.2.3	<p>In the event that there is a dispute or a dispute has occurred, adequate evidence of legitimate acquisition and compensation or compensation settlement process through conflict resolution which has been received through Free, Prior and Informed Consent by all related parties shall be provided.</p> <p>- Minor compliance -</p>	<p>Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rights within the company and scheme smallholders areas.</p> <p>The Company already has a land conflict management procedure, no. SOP: AA-GL-5003.I-R1 dated 22 Agustus 2011, explains that: in case of land conflict, it will be resolved by deliberation with the parties concerned and witnessed by witnesses from the community and local government (village head). In case of disagreement, negotiations will be conducted by using mediation by related parties (lurah, camat, bupati and the BPN Kabupaten).</p> <p>The procedure has been socialized to all stakeholders and communities and community representatives around the plantation on 23/03/2016; attended 71 people, dated 24/03/2016 attended by 14 people, dated 16/03/2016 attended by 31 people and dated 21/03/2016 attended by 39 people.</p>	Comply
2.2.4	<p>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>Based on interview with local government, surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur- Muara Bulian and surrounding community or other parties.</p> <p>Smallholders: ICS manager already has a land conflict management procedure, no. SOP: AA-GL-5003.I-R1 dated 22 Agustus 2011, explains that: in case of land conflict, it will be resolved by deliberation with the parties concerned and witnessed by witnesses from the community and local government (village head). In case of disagreement, negotiations will be conducted by using mediation by related parties (lurah, camat, bupati and the BPN Kabupaten).</p> <p>The procedure has been socialized to all stakeholders and communities and community representatives around the estate on 23/03/2016; attended 71 people, dated 24/03/2016 attended by 14 people, dated 16/03/2016 attended by 31 people and dated 21/03/2016 attended by 39 people.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		At the time of the site visit, there is no land dispute in the ICS Muara Bulian. It was confirmed through interview the farmers and stakeholders.	
2.2.5	For any conflict or dispute over the land, the evidence of the extent of disputed area is mapped out in a participatory way with involvement of affected parties (including neighboring communities and local government where applicable), shall be available. - Minor compliance –	Based on interview with local government, surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur- Muara Bulian and surrounding community or other parties. Smallholders: At the time of the site visit, there is no land dispute in the ICS Muara Bulian. It was confirmed through interview the farmers and stakeholders.	Comply
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations. - Major compliance –	Based on interview with local government, surrounding village societies, local communities, field visit and verification of company documentation; there is no land dispute between company PT Inti Indosawit Subur- Muara Bulian and surrounding community or other parties.	Comply
Criterion 2.3			
Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
2.3.1	Maps with 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 neighboring communities where applicable, and relevant authorities). - Major compliance -	PT Inti Indosawit Subur holds a legal ownership of the land in form of Hak Guna Usaha (HGU)/land title, where the document completed with map "Peta Bidang Tanah" scale 1:30,000. The issuance of HGU certificate has gone through "Rapat Panitia Tanah B" involving multi- stakeholder as consideration prior to HGU issuance. Smallholders: The rest of the smallholders hold a valid land titles. The smallholder (Plasma Muara Bulian) area is a PIR-TRAN farmer that has been	Comply

Criterion / Indicator		Assessment Findings	Compliance
		mapped in a land title certificate authorized by BPN. The land map is listed in 3,318 ownership certificates (SHM) of farmers as of July 2017.	
2.3.2	<p>Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include:</p> <ul style="list-style-type: none"> a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation <p>See specific guidance 2.3.2</p> <p>- Minor compliance -</p>	<p>Based on documents review and interview with local government land office of Kabupaten Batanghari, surrounding village and local communities surrounding the company, it was noted that there is no any customary land or legal rights within the company areas.</p> <p>Smallholders: At the time of the site visit, there is no land dispute in the ICS Muara Bulian. It was confirmed through interview the farmers and stakeholders.</p>	Comply
2.3.3	<p>Relevant information shall be available in appropriate forms and languages, including analysis of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>Based on documents review and interview with local government Land office of Kabupaten Batanghari, surrounding village and local communities surrounding the company, it was noted that there is no any customary land or legal rights within the company areas.</p> <p>Company has provided all information related to all information/document accessible for public, as per RSPO P&C indicator 1.2.1, including environment evaluation document "Studi Evaluasi Lingkungan".</p> <p>Smallholders: At the time of the site visit, there is no land dispute in the ICS Muara Bulian. It was confirmed through interview the farmers and stakeholders.</p>	Comply
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing,</p>	<p>Based on stakeholder consultation with communities surrounding the plantation, there has never been social unrest related to presence of occupied land. Good communication between company and community has been developed each others.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	including legal counsel. - Major compliance -	Smallholders: At the time of the site visit, there is no land dispute in the ICS Muara Bulian. It was confirmed through interview the farmers and stakeholders.	
Principle 3: Commitment to long-term economic and financial viability			
Criterion 3.1			
There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders. - Major compliance-	The company has committed to economic and financial sustainability and has documented the working plan in the Financial Budget Plan. The company has set up a business management plan for the next 3 years and the forecast have been well documented in the document management plan of PT Inti Indosawit Subur – Muara Bulian Palm Oil Mill and Estate 2016 – 2019. Updated January 2017. Management plan was set up including independent FFB suppliers. Its management plan include: 1. FFB Production actual 2016 and projection 2017 – 2021 2. CPO, PK, PKO, PKM production actual 2016 and projection 2017 – 2021 3. CPO, PK, PKO, PKM Revenue actual 2016 and projection 2017 – 2021 4. Estate Cost Estimation: Upkeep cost, manuring cost, pest and disease management cost, pruning cost, census cost, terrace maintenance cost, road and bridge maintenance cost, harvesting cost. 5. Mill Cost, KCP Cost, Selling cost, Bulking cost and Tax portion actual 2016 and projection 2017 – 2021 6. Nett Profit/Loss Smallholders: A business plan for the year 2016-2020 is available which incorporating the planned activity such as filed operation, management resources & communication,	Comply

Criterion / Indicator		Assessment Findings	Compliance																								
3.1.2	<p>An annual replanting program 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>smallholder technical support programme established and etc.</p> <p>Company has plan the replanting since 2016 – 2019. Below are the replanting plan :</p> <table border="1"> <thead> <tr> <th>Replanting year</th> <th>Hectare</th> <th>Planted</th> <th>Riparian</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>312</td> <td>302</td> <td>9.8</td> </tr> <tr> <td>2017</td> <td>594</td> <td>574</td> <td>21.2</td> </tr> <tr> <td>2018</td> <td>428</td> <td>400</td> <td>27.6</td> </tr> <tr> <td>2019</td> <td>521</td> <td>512</td> <td>8.7</td> </tr> <tr> <td>Total</td> <td>1,855</td> <td>1,788</td> <td>67.27</td> </tr> </tbody> </table> <p>The replanting programme is prepared by the estate managers as guidance to implement replanting work such as felling, chipping, terracing, cover crop planting, planting of palms and maintenance up to maturity stages. The zero burning technique during replanting was communicated to all executives in the plantation as part of replanting program. Seed are from company’s own research station (Topaz Oil Palm Research Station).</p> <p>Report for replanting showing no fire was used during replanting activity. Record stating felling, debolling and chipping with excavator. Replanting were conducted by Subcontractor CV. Alam Cahaya Cemerlang and CV Bareksa Anugrah Sejahtera. Contract and agreement for replanting were available. Replanting were excluded for riparian area. Along boundaries of riparian area were restricted to conducted replanting and the riparian were conserve to recover and reforestation.</p> <p>Yearly review of replanting programme is available for 2017. The review result showed replanting plan for 2016 which include general process to prepare the replanting program such as survey and field block boundary, stacking methods, ganoderma census, culvert and road marking, felling, chipping and stacking, hoeing, planting spot marking, making platform, planting leguminous crop planting, making planting hole, and planting procedures. There is also a note that activities should consider the size of area to be replanted in order to avoid ecosystem disorder due to land clearing. There was changed in term of replanting program which previously would be conducted from 2016 up to 2018 changed into 2016 onto 2019.</p>	Replanting year	Hectare	Planted	Riparian	2016	312	302	9.8	2017	594	574	21.2	2018	428	400	27.6	2019	521	512	8.7	Total	1,855	1,788	67.27	Comply
Replanting year	Hectare	Planted	Riparian																								
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Total	1,855	1,788	67.27																								

Criterion / Indicator		Assessment Findings	Compliance
		Replanting activity were recorded in "Program dan Realisasi Harian Replanting". For example on period July 2017, replanting progress January – July 2017 was 341 ha from the plan 439 ha.	
Principle 4: Use of appropriate best practices by growers and millers			
Criterion 4.1			
Operating procedures are appropriately documented, consistently implemented and monitored.			
4.1.1	Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for mills (reception of FFB to dispatch of CPO and PKO) shall be available. - Major compliance -	The company has procedures for estate beginning from land preparation up to replanting, such as: 1. SOP AA-APM-OP-1100.01-R4 dated 5/09/2016 Pembibitan; 2. SOP AA-APM-OP-1100.02-R3 10/06/2015 Penanaman Areal Baru; 3. SOP AA-APM-OP-1100.03-R2 24/07/2015 Pembuatan dan Perawatan Jalan dan Jembatan explains road and bridge construction and maintenance; 4. SOP AA-APM-OP-1100.04-R3 07/12/2015 Pembuatan dan Pemeliharaan Parit berisi tentang tuntutan teknis pekerjaan pembuatan dan pemeliharaan parit secara sistematis explains culvert/drainage construction and maintenance; 5. SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air explains Soil & Water Conservation; 6. SOP AA-APM-OP-1100.06-R6 16/02/2017 Menanam kacangan related to Planting cover crops; 7. SOP AA-APM-OP-1100.07-R6 16/02/2017, Menanam Kelapa Sawit related to Planting; 8. SOP AA-APM-OP-1100.08-R6 11/05/2016 Pengendalian Gulma or Weed control; 9. SOP AA-APM-OP-1100.09. R5 5/09/2016 Pemupukan related to Fertilizer application; 10. SOP AA-APM-OP-1100.10. R6 23/11/2016 Pengendalian Hama dan Penyakit explains Pests & Disease Control;	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>11. SOP AA-APM-OP-1100.11. R1 01/02/2009 Pestisida dan Pengendaliannya for pesticide handling; including safe working practise on pesticide handling.</p> <p>12. SOP AA-APM-OP-1100.12. R3 23/11/2016 Kastrasi explains castration (cutting all generative product (male flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested;</p> <p>13. SOP AA-APM-OP-1100.13. R3 04/03/2016 Tunas Pokok for pruning;</p> <p>14. SOP AA-APM-OP-1100.14. R3 16/02/2017 Sensus dan Identifikasi Pokok explains census and palm identification;</p> <p>15. SOP AA-APM-OP-1100.15. R2 01/10/2010 Sensus Produksi related to production census;</p> <p>16. SOP AA-APM-OP-1100.16. R1 01/02/2009 Konsolidasi Pohon Tumbang explains provision of support to fallen palm;</p> <p>17. SOP AA-APM-OP-1100.17. R1 23/10/2014 Pengelolaan Air related to water management;</p> <p>18. SOP AA-APM-OP-1100.18. R3 20/04/2015 Potong Buah related to harvesting;</p> <p>19. SOP AA-APM-OP-1100.19. R1 01/02/2009 Pengelolaan Transport explains FFB Transport;</p> <p>20. SOP AA-APM-OP-1100.20-R6 16/02/2017 Replanting;</p> <p>Muara Bulian POM has established a procedure to process the FFB to become CPO and PK begins from reception of FFB to dispatch of CPO and PKO:</p> <ol style="list-style-type: none"> 1. SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station; 2. SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer; 3. SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation; 4. SOP AA-MPM-OP-1400.05-R1 Stasiun pengadukan dan pengempaan for pressing station; 5. SOP AA-MPM-OP-1400.06-R1 Stasiun pemurnian for clarification; 6. SOP AA-MPM-OP-1400.07-R1 Stasiun pemisahan nut dan fiber for nut and fiber separation; 7. SOP AA-MPM-OP-1400.08-R1 Stasiun kernel for kernel station; 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>8. SOP AA-MPM-OP-1400.09-R1 Stasiun boiler; 9. SOP AA-MPM-OP-1400.10-R1 Stasiun engine room; 10. SOP AA-MPM-OP-1400.11-R1 Stasiun water treatment; 11. SOP AA-MPM-OP-1400.12-R1 Laboratorium; 12. SOP AA-MPM-OP-1400.13-R1 Stasiun pengelolaan limbah for palm oil mill effluent treatment; 13. SOP AA-MPM-OP-1400.14-R2 Stasiun penimbunan dan pengiriman CPO dan kernel for CPO and PK bulking and despatch operation; 14. SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance; The mill operational procedures explains the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements.</p> <p>Smallholders: Plasma Muara Bulian Group Guidance was established to monitor the best management practise. SOP was follow the procedure of PT Inti Indosawit Subur. The procedure were sighted, for example: 1. Nursery procedure SOP AA-Plasma-PP-KS-01; 2. Pest and Disease Control procedure SOP AA-Plasma-PP-KS-02 3. Fertilizing procedure SOP AA-Plasma-PP-KS-03 4. Harvesting procedure SOP AA-Plasma-PP-KS-4 5. Internal Communication Group Certification SOP No. 007/DOK/SOP/AA2016 6. Assessment and Inspection Member Group Plantation SOP No. 013/DOK/SOP/AA/2016 7. FFB sale Mechanism SOP No. 020/DOK/SOP/AA/2016</p> <p>Group manager has determined training programme for Best management practise such as: BMP training on January, February and April 2017, OHS training on February 2017, HCV training on March 2017. To ensure the SOP implementation, group has determined the mechanism which</p>	

Criterion / Indicator		Assessment Findings	Compliance
		described in SOP No. 028/DOK/SOP/AA/2016 Internal Inspection. All member group was follow the SOP which established by Group and there was no members who have pre-existing non-group SOPs.	
4.1.2	<p>Checking or monitoring of operations procedures is conducted at least once a year.</p> <p>- Minor compliance -</p>	<p>Implementations of the SOPs are monitored through field inspection by the estate assistant managers, Agronomist, Plantation advisers, mill adviser and by RSPO internal audits.</p> <p>PT Inti Indosawit Subur – Muara Bulian has a procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R2 15/08/2014. The procedure stating internal audit of minimum once a year. Upon finding, management unit shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. The latest RSPO internal audit was done in 30/05/2017 – 03/06/2017 for PT Inti Indosawit Subur – Muara Bulian Estate and Mill.</p> <p>To check and monitor of operations procedures, PT Inti Indosawit Subur – Muara Bulian has conducted any others internal audit and visit both in estate and mill:</p> <ul style="list-style-type: none"> - R&D Agronomic Visit Report, conducted once a year to check and monitoring the implementation of Agronomy best management practices particularly for pest and disease control and plant upkeep. Last visit performed in Muara Bulian Estate on 17 – 18 May 2017 by Johnson Situmorang. During visit found some issue such as poor drainage in the lowland area, company has follow it up by performing water management and improvement of drainage chanel. - Daily inspection by foreman, assistant and estate manager to ensure the field job was done as per planning and procedure, for example : harvesting inspection, block inspection, manuring inspection, spraying inspection and other related field work inspection. - Visiting Agent conducted once a year to check and monitoring the implementation of general Agronomy best management practices. Last visit performed in Muara Bulian Estate on 20-24/09/2017 by Sinnaiha.G. A number of comments were made related to palm circle, mised Clidemia on palm trunks, noxious weeds have started to spread, EFB application was incomplete, collapse 	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>of banks in drains, condition of roads. All finding from VA has been followed up by organization by corrective action plan, target and time frame to address the issue has been determined and implemented well.</p> <ul style="list-style-type: none"> - Visiting Engineering (VE) performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on May 2016 by TCJ Thomas. All issue found during visit has been addressed and solved by Muara Bulian POM. <p>Smallholders: Regular field inspection to monitor the SOP implementation has been carried out by ICS. Record monitoring verified for example :</p> <ul style="list-style-type: none"> - "Monitoring Sortasi dan Timbang TPH" contain information of FFB quality inspection in member plantation on harvesting process. Record for each month inspection were available, for instance on June 2017 for KUD Makmur Rezeki. - "Pemeriksaan Mutu TBS Plasma" contain information FFB quality inspection and field inspection. Record verified dated 24 March 2017 for KUD Makmur Rezeki. - "Rekomendasi Pemupukan tahun 2016/2017" contain information of fertilizer recommendation and application. To ensure the proper dosage and application, plasma Muara Bulian provide dose equipment and monitor by field supervisor. - "Berita Acara Serah Terima Pupuk Paket Petani plasma" contain information of fertilizer calculation and volume applied to field accompanied by KUD and inspector. For instance record dated 14 February 2017 for fertilizer KUD Tuah Sakato. - "Monitoring pemupukan petani plasma", contain a volume applied for each kind of fertilizer in each member. For example in KUD Subur Makmur ZA applied 640 kg on Februari 2017 for each member, MOP applied 448 kg on Februari 2017 for each member and Rock Phospate applied 384 kg on June 2017 for each member. - "Rekapitulasi sensus hama ulat pemakan daun" contain information of pest and disease census and control as per procedure. For instance <p>The internal audit was conducted to check the implementation, which the latest</p>	

Criterion / Indicator		Assessment Findings	Compliance
		was conducted by Rifky Anandika in KUD Makmur Rezeky on 7 January 2017, KUD Subur Makmur on 12 February 2017 and KUD Buah Sakato on 17 February 2017. Audit record in "Formulir Pemeriksaan Internal Petani Plasma".	
4.1.3	Records of monitoring and any follow-up actions shall be available. - Minor compliance -	Records of monitoring and any follow up actions can be demonstrated during audit, such as: <ul style="list-style-type: none"> - RSPO internal audit report, which done in 30/05/2017 – 03/06/2017. Audit result findings can be demonstrated and the corrective action has been implemented to address the issue found during audit. - R&D Agronomic Visit Report Muara Bulian Estate No. KMB/R&D-AGRO/01-17 date of visit 17 – 18 May 2017 by Johnson Situmorang. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Report Visiting Agent No. KMB/VA/02-16 by Sinnaiha.G, dated 20-24/09/2016 in Muara Bulian Estate. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Production Performance report, explained the FFB production performance and evaluation as well as determined production target for next year. Evaluation FFB production each block to date April 2017 can be demonstrated. - Mandor logbook, contain information of daily work monitoring covering: harvesting, spraying, fertilizing, pest and disease cencus, road and infrastructure maintenance, and others. During audit verified sample of Muara Bulian Estate. For example Mandor Logbook on behalf Kamal Manurung (IPM foreman division IV), Brainer (Formen Pruning division IV), Panco (Foreman Spraying division IV), Sugiono (Foreman Pruning division III), Bambang irawan (Forman Spraying division III), etc. - FFB quality monitoring document and block monitoring document, contain information of FFB monitoring result and block monitoring result by harvesting foreman. During audit verified sample of Muara Bulian Estate for example FFB quality monitoring dated 2 July 2017 in Division II TPH No. 11A, 11A, 13A, 7L, 8I, 10G, 11G, 1B, 2B, 1H, 7H, 1G, 3L by Foreman E. Simalango, monitoring result shown that number of FFB categorized normal wass 222 bunches and loose fruit 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>was 738 kg.</p> <ul style="list-style-type: none"> - Asian Agri Connected Plantation Application Record, contain the information result of check and monitoring of harvesting and FFB quality, FFB harvest estimation, block and quality inspection, FFB harvesting quantity, pest and disease cencus. - Visiting Engineering report No.01-14 dated 21/10/2014 by QC team. All issue found during visit has ben addressed by company as explained in indicator 4.1.2 above. - Daily Report Muara Bulian POM, contain information covering FFB receiving, FFB process: gross and net FFB processed, FFB stock, shift hour, process hour, press hour, press capacity, sterilizer process, Utility factor commercial and capacity, CPO and PK production, CPO and PK extraction rate, CPO and PK quality. Process performance evaluated each day by mill manager and some corrective action to addressed some issue has been develop by Muara Bulian POM. <p>It is a routine that the estate and mill management prepare monthly reports and send to the company’s head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report.</p> <p>Smallholders: The GM monitored the record keeping which indicates that what need to be include in the Farmer Folder especially on</p> <ul style="list-style-type: none"> - Training record - Membership contract - Land ownership doc - Map - License - Fertilizer and yield records. <p>The records of training and modules were kept at the project site office/KUD. Individual member keep record of SOP implementation in “Buku Pintar Petani Plasma”. Sample record seen: Fertilizer application record, training record of SOP, training record of OHS, HCV and IPM on behalf Mr. Ahmad Kav. 136, Nazirwan Kav.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>137 from KUD Tuah Sakato, A.Hasan Ritonga, Samirza Kav. 957 from KUD Subur Makmur, Ahyat Kav. 323, Ruly Kav. 318 and Yarlina Kav 326 from KUD Makmur Rezeki.</p> <p>During the interview, the farmers bring together the "Buku Pintar Petani Plasma" given by the Plasma Muara Bulian management.</p>	
<p>4.1.4</p> <p>Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available.</p> <p>- Major compliance -</p>	<p>The record of FFB from outgrower receipt is recorded in "Laporan Harian PKS" and "Rekap TBS Besar dan Kecil".</p> <p>FFB received from local suppliers period January – June 2017, suc as:</p> <ol style="list-style-type: none"> 1. CV Pandawa Lima Lapan 2. CV Dua Putra 3. Koperasi Makmur Non Plasma 4. Agung Jaya Mandiri 5. Koperasi Makmur Plasma 6. Forum Cahaya Buana 7. Putra Tunggal 8. M. Nur Azmi 9. PT Pratama Sawit Mandiri <p>The cooperation agreement between company and local supplier is recorded in the "Surat Pernyataan". A statement and warranty stating that the supplier is willing to comply with the provisions of PT Inti Indosawit Subur-Muara Bulian and FFB received from land that has been controlled in accordance with the laws and regulations and does not originate from restricted areas such as protected forest areas, industrial forest estate, production forest area, conservation areas, etc.</p> <p>Pricing is determined by mechanism market FFB and set every day and recorded in the pricing of FFB Muara Bulian Palm Oil Mill. Pricing mechanisms for FFB:</p> <ol style="list-style-type: none"> 1. The yield FFB 2. The yield Kernel 3. The price of CPO and Kernel <p>Pricing for FFB: (CPO Price + Price Kernel) – Processing Services Cost</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholders: Monitoring sheet of FFB transportation and origin presented in "Nota Timbang" was identify all the sources of FFB, Truck number, receipt date, receipt no, total FFB received by mill. Sighted the record for June 2017,</p> <ol style="list-style-type: none"> 1. KUD Makmur Rezeki, Hamparan 10 : <ul style="list-style-type: none"> - Weight bridge ticket No. PMBA217106204 - Dated transport: 08 May 2017 - Nett weight: 9,354 kg - FFB no: 310 - Sortation: 246 kg - Truck No: BH 4752 MB - FFB Origin: Azwarman Kav 320, Mardi Kav 304, Zerlina Kav 326, Mahmut Kav 305, Muksin Kav 312, Setu kav 292 2. KUD Subur Makmur, Hamparan 39: <ul style="list-style-type: none"> - Weight bridge ticket No. PMBA217101744 - Dated transport: 03 February 2017 - Nett weight: 8,174 kg - FFB no: 315 - Sortation: 123 kg - Truck No: BH 8306 BJ - FFB Origin: Sanmirsa Kav 957, Simatupang Kav 953, A rivai Kav 954, Sukanda Kav 969 3. KUD Buah Sakato, Hamparan 53: <ul style="list-style-type: none"> - Weight bridge ticket No. PMBA217104648 - Dated transport: 04 April 2017 - Nett weight: 5,425 kg - FFB no: 319 - Sortation: 95 kg - Truck No: BH 8876 AG 	

Criterion / Indicator		Assessment Findings	Compliance
		- FFB Origin: Saipul kav 126, Zulkifli kav 125, Nopal kav 120, Darmawis kav 119, Asad kav 122	
Criterion 4.2			
Practices maintain soil fertility at, or where possible improve soil fertility to a level that ensures optimal and sustained yield.			
4.2.1	<p>A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available.</p> <p>- Major compliance -</p>	<p>Company has implemented good agriculture practices in term of soil fertility management to achieve optimal and sustained yield. In addition to application of inorganic fertilizer, company has also applied organic fertilizer in term of empty fruit bunches and POME in some areas. The company has established procedure soil fertility in "SOP AA-APM-OP-1100.09. R3" - SOP Pemupukan, consist of type and recommendation of fertilizer for immature and mature areas, cycle, dosage and when fertilizer is applied.</p> <p>To maintain soil fertility by placing palm frond above ground level (L shape) and empty bunch application.</p> <p>Smallholders: The records of soil fertility practices for each individual farmers was kept at Plasma Muara Bulian office, presented in document "Rekomendasi Pemupukan tahun 2016/2017". It include the product name of fertilizers, total bags applied, total area applied, total trees applied.eg:</p> <ol style="list-style-type: none"> 1. In Hampan 43 KUD Tuah Sakato: Muhtar AB Kav. 5, Abdullah Kav.6 and Pahrudin kav 35 applied 576 kg of ZA and 384 kg MOP on February 2017. 2. In Hampan 39 KUD Subur Makmur: A. Ritonga Kav. 960, Bonawi kav. 966, Sanmirsa Kav. 957 applied 640 kg ZA and 448 kg MOP on February 2017. 3. In KUD Makmur Rezeki there is no fertilizer application due to replanting plan in 2018. 	Comply
4.2.2	<p>Records of fertilizer inputs shall be available.</p> <p>- Minor compliance -</p>	<p>The company has develop fertilizer recommendations each year and recorded in Recommendation Fertilization Muara Bulian Estate 2016. Fertilizer realization in 2016 had completed as recommendation.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Fertilizer recommendation in 2016 was based on leaf sampling analysis (LSU) and soil sampling analysis (SSU) report. LSU performed once a year while soil analysis performed every five years.</p> <p>Leaf sampling unit analysis and Soil sampling analysis performed by R&D Department PT Nusa Pusaka Kencana based on "Instruksi Kerja Pengambilan Sampel Daun" R&D Centre, Agronomy Department Rev.00 January 2016.</p> <p>For year 2017 Muara Bulian Estate was not determined fertilizer recommendation due to replanting program will be conducted during 2016- 2019.</p> <p>Smallholders: The records of soil fertility practices for each individual farmers was kept at Plasma Muara Bulian office, presented in document "Rekomendasi Pemupukan tahun 2016/2017". It include the product name of fertilizers, total bags applied, total area applied, total trees applied.eg:</p> <ol style="list-style-type: none"> 1. In Hamparan 43 KUD Buah Sakato: Muhtar AB Kav. 5, Abdullah Kav.6 and Pahrudin kav 35 applied 576 kg of ZA and 384 kg MOP on February 2017. 2. In Hamparan 39 KUD Subur Makmur: A. Ritonga Kav. 960, Bonawi kav. 966, Sanmirsa Kav. 957 applied 640 kg ZA and 448 kg MOP on February 2017. 	
4.2.3	<p>Records of periodical leaf, soil and visual analysis shall be available.</p> <p>- Minor compliance -</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		Smallholders: The Plasma Muara Bulian management has regularly conduct soil sampling each five years together with PT Inti Indosawit Muara Bulian . Periodic tissue sampling is conducted each year as well.	
4.2.4	A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting. - Minor compliance -	Company has a nutrient recycling strategy such as: - POME application permitted as per “Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Batanghari No.503/01/IPPLH-LA/02/DPMPSTP/2017 tentang Izin Pemanfaatan Air Limbah pada Tanah kepada Perkebunan PT. Inti Indosawit Subur”, dated 20/03/2017 and valid for three years. POME application was designated 200 ha for block B92c, block C91e, block C91f, block C91d, block C92a, block C93a and block C91c. Total length flatbed 39,505 m, number of flatbed 10,789, number of line 899 total volume flatbed 33,446 m3. Dossage application was 710 m3/ha/year with rotation 4 times. The total POME applied in 2017 was 44,426 m3. - EFB application, total applied year 2016 in Division II 18,544,597 kg, Division III 13,932,412 ton. Dosage 382 kg/pokok. Total applied in 2017 todate July 2017 was 22,088,840 kg the programme planed was 41,278,772 kg. - Decanter solid application, total applied 2016 in Division II 988,270 ton, Division III 3,634,830 ton. Dosage 38 kg/pokok. Total applied 2017 190,336 kg.	Comply
Criterion 4.3			
Practices minimise and control erosion and degradation of soils.			
4.3.1	Maps of any fragile soils shall be available. - Major compliance -	Based on soil survey 2009 (28/04/2009 – 13/05/2009), it was noted that no fragile soil (all mineral soil). Muara Bulian Estate demonstrates soil classification map “Peta sebaran seri tanah” with scale 1:25,000, indicating the soil classification composed of Typic Dystrudepts, Typic Endoaquepts, Typic Endoaquults and Typic Kandiudults. The slope in the plantation, between 0-30%. (Steep slope dikategorikan >20 derajat atau 40%, Hilly slope antara 13 – 20 derajat. Terasering dibuat pada kemiringan 10 – 15 derajat).	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Soil suitability analysis indicating the natural limitation in form of sandy texture, poor drainage, natural fertility, topography. The area of 563 Ha in Muara Bulian Estate is not suitable with requirement due to slope more than 30%.</p> <p>Smallholders: The soil map was available at plasma Muara Bulian office and KUD office with scale 1:40,000. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on March 2014:</p> <ol style="list-style-type: none"> 1. Kompleks Typic Endoaquepts seri Singoan 2. Kompleks Typic Dystrudepts seri Bulian <p>Kompleks Typic Kandiudults seri Bulian</p>	
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 procedure no. AA-SOP-OP-1100-05.R1 "Konservasi Tanah dan Air" has determined strategy control erosion particular in slope area, such as: 0 – 5°, 6 – 12°, 13 – 20°, and more than 20°. The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce erosion</p> <p>The realization of soil and water conservation work are:</p> <ol style="list-style-type: none"> 1. Terracing and maintenance of terraces. Terracing in Muara Bulian Estate apply to area with slope 10° – 15°. since January – July 2017 Muara Bulian Estate has realizing 119,523 m and in 2017 plan of terracing was 240,660 m. 2. Planting in sloping area done with 4m wide and the distance between the terrace 7.3m. In the sloping area is also done planting land cover crop to hold the rate of water and preparation of frond L-shaped. <p>Smallholders: The management has established the guidance on managing problematic soil (TSP: B 3.3.1-Checklist on Managing Problematic Soil) which covered the managing on problematic area (steep terrain, lateritic soils, acid sulphate soil, sandy soils, soil after specific land use change and organic soil)</p>	Comply
4.3.3	A road maintenance program shall be in place.	Road maintenance program and progress was made in recorded in "Program dan Realisasi pekerjaan grading 2017" Kebun Muara Bulian, consist of road maintenance	Comply

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –	<p>in each block, distance and actual road maintenance. E.g road maintenance from January – July 2017 programme planned 323,923 m and realization was 66,630 m (43.21%). The planed will be completed on December 2017. Program road hardening manually 2017 periode January – July 2017 was 5,409 m and has been realizing 1,992 m.</p> <p>Smallholders: The roads are maintained by Group Manager. The Plasma Muara Bulian management established the maps for all farmers that clearly marks on FFB evacuation route and conduct the participatory meetings with members to established how road are maintained. During this assessment the roads have been established before and no new road was being developed. Road maintenance programme to maintained good road condition has been established by ICS management. Record of road maintenance presented in “Laporan Kebun plasma Muara Bulian” chapter “Kondisi Jalan s.d Bulan Ini” and Progress Perbaikan Jalan s.d Bulan Ini”. For example, Total road condition until June2017 : 287,102 m (59.94%) in good condition, 122,215 m (25.52%) in medium condition and 69,677 m (14.55%) in broken condition. Plasma Muara Bulian has conducted road service and has performed the progress until June 2017: 41,960 m.</p>	
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>- Major compliance –</p>	<p>Based on soil analysis, there is no peat soil in PT Inti Indosawit Subur Muara Bulian Estate. The map indicated the predominant soil type consist of mineral soil.</p> <p>Smallholders: No peat soil in Plasma Muara Bulian, verified the soil type maps was found that there is no peat soil involve in the Plasma Muara Bulian 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>Based on soil analysis, there is no peat soil in PT Inti Indosawit Subur Muara Bulian Estate. The map indicated the predominant soil type consist of mineral soil.</p> <p>Smallholders: No peat soil in Plasma Muara Bulian, verified the soil type maps was found that there</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –	is no peat soil involve in the Plasma Muara Bulian area.	
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –	Based on soil analysis, there is no peat soil in PT Inti Indosawit Subur Muara Bulian Estate. The map indicated the predominant soil type consist of mineral soil. Smallholders: No fragile and problematic soil in Plasma Muara Bulian, verified the soil type maps was found that there is no fragile and problematic soil involve in the Plasma Muara Bulian area. It was confirmed during onsite visit too.	Comply
<p>Criterion 4.4</p> <p>Practices maintain the quality and availability of surface and groundwater</p>			
4.4.1	An implemented water management plan shall be in place. - Minor compliance -	The company and scheme smallholders have established water management plan, consist of management water supply for domestic, water consumption and measurement of water quality. The company has conducted measurement of water quality regularly and consistent, the result shown that water quality is complies with national regulation. PT Inti Indosawit Subur has a permit for use of water surface as per “Keputusan Menteri Pekerjaan Umum dan Perumahan Rakyat nomor 542/KPTS/M/2016, tentang Pemberian Izin Pengusahaan Sumber Daya Air Kepada Perseroan Terbatas Inti Indosawit Subur untuk Usaha Industri di Sei Singoan” the located for Sei Singoan, allowed debit 45,000 M3/month or 41,67 liters/second, dated 15 July 2016 – valid until 2 years. The company has conducted measurement of water quality regularly and consistent, the result shown that water quality is complies with national regulation. Monitoring of water quality in upstream – downstream Sengoan river conducted on 21-28 October 2016 by Sucofindo Laboratory. Smallholders:	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Group manager has provided the Policy related to implementation the water management plan, as per "Kebijakan Group Manager" dated 2 December 2016, in poin 8 mentioned "Melakukan kajian dan pengelolaan tata air dari seluruh kebun yang telah ditanam maupun sebelum replanting...".</p> <p>Training/socialization related the implementation for Environmental Management was provided to the farmers to brief on the riparian and buffer zones provided in "Berita Acara Pelatihan ICS", e.g:</p> <ul style="list-style-type: none"> - On 5 May 2017, socialization for KUD Subur Makmur was attended by 35 individual member (KT 39 –KT 63) - On 16 December 2016, socialization for KUD Tua Sakatau was attended by 22 individual member (KT 1 –KT 38) - On 16 May 2017, socialization for KUD Makmur Rejeki was attended by 35 individual member (KT 1 –KT 106) <p>The Map for all water ways and water bodies has provide in "Peta Topografi Kebun Plasma Muara Bulian" with scale 1:45.000 in Legend has shown the river (Singoan river). This map was done during HCV (Nilai Konservasi Tinggi) Report in 2011.</p>	
4.4.2	<p>Protection of water courses and wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.</p> <p>- Major compliance -</p> <p>The company has developed the procedure for protection and maintenance appropriate riparian under "SOP Pengelolaan Riparian" no AA-APM-OP-1100.21-R2, dated 7 December 2015, it is stated that during the land clearing, area along the river shall be conserved. This was evidence during replanting, presently in Muara Bulian estates. The required buffer zones were seen to have been established during this process. The buffer zones are in places, to prevent run off, coming from nutrients and chemicals through the planting upkeep.</p> <p>The water used for domestic purposes comes from the "reservoir" then pumped into the tank and supplied to the employee residences. To maintain the water source, the company have been planted the native trees around the "reservoir" and along rivers. Water Management Plan, indicating the water need, permit and licensing, monitoring of water quality, infrastructure maintenance and conservation of river buffer zone.</p> <p>Smallholders:</p>	<p>NC Ref # 1503754- 201707-N2</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Group Manger has development policy related for protection and maintenance appropriate riparian. The information availbe on the field (sign board). Riparian Protection was established and brief about buffer zone, riparian buffer and natural river. Environmental Management was provided to the farmers to brief on the riparian and buffer zones. Riparian Protection was established and described about buffer zone, riparian buffer and natural river. Training Environmental Management was provided to the farmers to brief on the riparian and buffer zones. Record seen: Attendance list on training for Tim TUS to maintaining and restoring riparian and other buffer zone on 25 Mei 2017, attended by 25 farmers.</p> <p>Non conformity: Based on field visit (Kav. 1767), auditor found that used oil for pumping machines was seen spilled around the water source area. Rootcause Analysis: Farmers have not been realized regarding the protection of water resources in the area of their plots/kavling. Corrective Action Taken: Plasma Muara Bulian has performing oil spill cleanup and waste cleaning/removal in area Hamparan 61 (Kapling 1767). During field visit in Kavling 17617 on 18 September 2017 indicated that the area in water source has been clean up from the used oil and waste and there is no more activity of water pumping in the water source area. Plasma Muara Bulian has a policy to prohibit spraying activity near to riparian area (3 – 5 m) from the small river/waterways. Riparian Protection was established and described about buffer zone, riparian buffer and natural river. Training on Environmental Management has been provided to the farmers to brief on the riparian and buffer zones. Evidence of training can be demonstrated during audit. Interview with smallholder member conducted during audit and indicated that</p>	

Criterion / Indicator		Assessment Findings	Compliance																								
		smallholder member has understand regarding the policy of prohibition activity which potentially polluted the river/waterways in riparian area 3 – 5 m.																									
4.4.3	<p>Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6).</p> <p>- Minor compliance –</p>	<p>Review of the results for the BOD POME Monitoring complied with all effluent discharge license parameters (KepmenLH No. 28 year 2013 with regards to BOD limits of effluent discharge for land application).</p> <p>Result of BOD sampling analysis has shown that no more than 5,000 mg/Liter as required by Indonesian regulation. BOD monitoring result for semester 1 in 2017 location in outlet conducted by UPTD Laboratorium Lingkungan Daerah Pemerintah Propinsi Jambi, e.g:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>pH</th> <th>BoD (mg/L)</th> <th>Date of sampling</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>6.92</td> <td>3,856</td> <td>26/01/2017</td> </tr> <tr> <td>Feb</td> <td>7</td> <td>290</td> <td>07/02/2017</td> </tr> <tr> <td>Mar</td> <td>6.07</td> <td>2,210</td> <td>09/03/2017</td> </tr> <tr> <td>Aprl</td> <td>7.29</td> <td>600</td> <td>10/04/2017</td> </tr> <tr> <td>May</td> <td>7.79</td> <td>1,448</td> <td>01/05/2017</td> </tr> </tbody> </table> <p>Liquid waste/effluent used in plantations PT Inti Indosawit Subur area of 200 hectares, in block B92c, C91e, C91f, C91d, C92a, C93a and block C91c.</p> <p>Report on the implementation of solid waste land Application and PT Inti Indosawit Subur PMKS Muara Bulian period May 2017 to the Badan Lingkungan Hidup Kabupaten Batanghari:</p>	Month	pH	BoD (mg/L)	Date of sampling	Jan	6.92	3,856	26/01/2017	Feb	7	290	07/02/2017	Mar	6.07	2,210	09/03/2017	Aprl	7.29	600	10/04/2017	May	7.79	1,448	01/05/2017	Comply
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4.4.4	<p>Monitoring of mill water use per ton of FFB shall be recorded.</p> <p>- Minor compliance –</p>	<p>Muara Bulian Mill has monitored the use of water includes monitoring of water usage for mill processing and domestic usage. Record of water usage for FFB processed is recorded under "Mill Operation Summary 2016 and 2017". Review on record confirmed met with the approved budget for processing and domestic.</p> <p>Budget for water consumption process in 2016: 0.86 m3/ton FFB and the average of</p>	Comply																								

Criterion / Indicator		Assessment Findings	Compliance
		<p>actual water consumption: 1.07 M3/ton FFB. In 2017 the budget water use per ton of FFB is 1.02 m³/ton, actual of water consumption, e.g: January: 0.90 m³/ton FFB February: 1.05 m³/ton FFB March: 1.16 m³/ton FFB April: 1.07 m³/ton FFB May: 1.05 m³/ton FFB June: 0.89 m³/ton FFB</p>	
<p>Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate integrated Pest Management (IPM) techniques.</p>			
4.5.1	<p>Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. - Major compliance -</p>	<p>The company has Integrated Pest Management and its implemented, such as:</p> <ol style="list-style-type: none"> 1. Planting "Beneficial Plant" such as: <i>Cassia tora</i>, <i>Antigonon leptosus</i> and <i>Turnera subulata</i> were recorded every month in the "Monitoring Host plant", e.g. planting beneficial plant from January – April 2017: 589 clump of <i>Cassia tora</i>, 1,685 clump of <i>Turnera subulata</i>. Beneficial plant was planted along main road and collection road in Muara Bulian Estate. 2. Owl census which performed each 3 month. Summary of the owl census in April 2017: the number of owl cage as much as 67 units, 52 units an active owl cage and the number of owls 73 individual mature owl, 18 individual immature owl dan 30 individual baby owl and 57 owl egg. 3. Leaf eaters census performed each month. Summary of census recapitulation dates May 2017, the attack rate was still below the threshold of <5 caterpillars per frond with types of caterpillars and worm bugs, control is carried out by manually (hand picking). For example in afdeling 2 level attack average 2 caterpillars per frond. 4. Rats and thirataba attack census performed every 2 month in mature plantation and once a month in immature plantation. Summary Rats attack on 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>period May 2017 palm tree attacked average 2,61% in afdeling I - III and remains below the treshold 5%. In Period January – May 2017 there is no Thirataba attack detected.</p> <p>5. Molusca attack census performed each month in the immature plantation area. Latest monitoring in June 2017 shown that the average attack level of Molusca was 2%. Direct control was done by apply pesticide Sibutox (Metaldehyde) to control the pest attack.</p> <p>Smallholders: Group manager has ben established a procedure for Integrated Pest Management, presented in Pest and Disease Control procedure SOP AA-Plasma-PP-KS-02.</p>	
<p>4.5.2</p>	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <p>- Minor compliance –</p> <p>Integrated Pest management training in Muara Bulian Estate has been carried out in 21 May 2016 by Estate manager and Field Assistant. The training attend by Foreman and workers who in charge for IPM jobs. Evidence of training and minutes of training was available and can be demonstrated. During interview with IPM workers and foreman, indicated that they have adequate understanding on IPM mechanism and process.</p> <p>Smallholders: Group manager has ben established a procedure for Integrated Pest Management, presented in Pest and Disease Control procedure SOP AA-Plasma-PP-KS-02. Group manager has provide the IPM training for all member. Training programme was developed each year. For 2017, IPM training will be provide on September 2017. Training implementation for 2016 has been carried out as explained above. The training was conducted by Group management/ICS on 9 August 2016 for member of KUD Karya Lestari, 2 August 2016 for member of KUD Tuah Sakato, KUD Subur Makmur and Makmur Rezeki. Each member keep the records of their training on Logbook “Buku Pintar Petani Plasma”. Each individual member also has a guidance book for IPM which provide by ICS and group management. During field audit, they have understood regarding IPM</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance								
		implementation in their plantation.									
Criterion 4.6											
Pesticides are used in ways that do not endanger health or the environment.											
4.6.1	<p>Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.</p> <p>- Major compliance -</p>	<p>There is documented justification for all Agrochemical use determining the reason for the use of certain chemicals. There is an updated register which records products used, when required, amounts to be used and frequency of use.</p> <p>The justification of pesticide used in PT Inti Indosawit Subur Muara Bulian Estate is explained under company procedure. PT Saudara Sejati Luhur Group shows "SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1" dated 01/11/2008. The procedure chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>) and <i>Asystasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p> <p>In chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species.</p> <p>Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output while chapter XIII related to work equipment, protective equipment and safe working practices.</p> <p>Based on interview with herbicide sprayer and chemical warehouse keeper, they understand the target species and active ingredients to control them. Sprayer shows knowledge on minimizing chemical impact on beneficial weed.</p> <p>Type of pesticide use by PT Inti Indosawit Subur Muara Bulian Estate and its weeds target:</p> <table border="1"> <thead> <tr> <th>Type of Pesticide</th> <th>Active Ingredients</th> <th>Register No.</th> <th>Weeds target</th> </tr> </thead> <tbody> <tr> <td>Gramoxone</td> <td>Paraquat</td> <td>RI.010301197436, valid until 12/12/2020</td> <td>Stenohlaena, hard stems weeds, narrow and wide leaf weeds</td> </tr> </tbody> </table>	Type of Pesticide	Active Ingredients	Register No.	Weeds target	Gramoxone	Paraquat	RI.010301197436, valid until 12/12/2020	Stenohlaena, hard stems weeds, narrow and wide leaf weeds	Comply
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Criterion / Indicator		Assessment Findings				Compliance
		Metsulindo 20WP	Metil Metsulfuron 20%	RI.01030119991484, valid until 05/5/2021	narrow and wide leafs weeds	
		Agronil 75 WP	Klorotalonil	RI. 01020120114105 valid until 10 October 2021	Fungisida/fungi	
		Elang 480 SL	Glifosat	RI.01030119941170 valid until 12/12/2021	Narrow leafs weeds	
		Polydor 25EC	Lamda sihalotrin	RI.0101012004994 valid until 09/12/2018	Catterpillar	
		Kenrane	Floroksipir	RI.01010120114137, valid until 9 January 2017	narrow leafs weeds	
		Perfectan 425 EC	Dimetoat	RI. 01010120011583 valid until 8 August 2021	trips Thrips sp., aphids Myzus s, Diaphorina ciri, etc	
		<p>Smallholders: The plasma Muara Bulian Management established the guidance "Pengendalian Gulma" presented in "Buku pintar Petani plasma". This guidance was covered the chemical type, calibration tools procedure, dosage application and concentration. OHS standard and PPE for chemical usage was available as well. The training for weeds control and chemical usage has been carried out by Plasma Muara Bulian, for example on 3 March 2016 in KUD Tuah Sakato, on 26 May 2017 in KUD Makmur Rezeki and 23 May in KUD Subur Makmur.</p>				

Criterion / Indicator		Assessment Findings				Compliance																																										
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 available.</p> <p>- Major compliance -</p>	<p>The use of pesticides and herbicides are constantly monitored, including the calculation of LD 50 and toxicity, recorded on Laporan Unit Kebun (LUK) and the last period of May 2017.</p> <p>Record of pesticides used in Muara Bulian Estate:</p> <table border="1"> <thead> <tr> <th rowspan="2">Type Pesticide</th> <th rowspan="2">of Active Ingredients</th> <th colspan="2">Application (January – May 2017)</th> <th rowspan="2">LD50 mg/kg bw mouth</th> </tr> <tr> <th>Total usage</th> <th>Applied per ha</th> </tr> </thead> <tbody> <tr> <td>Gramoxone</td> <td>Paraquat</td> <td>309.15 litre</td> <td>0.249</td> <td>65</td> </tr> <tr> <td>Metsulindo 20WP</td> <td>Metil Metsulfuron 20%</td> <td>103 kg</td> <td>0.083</td> <td>50</td> </tr> <tr> <td>Agronil 75 WP</td> <td>Klorotalonil</td> <td>16 litre</td> <td>0.012</td> <td>0.094 mg/l in rats</td> </tr> <tr> <td>Elang 480 SL</td> <td>Glifosat</td> <td>1,107 litre</td> <td>0.892</td> <td>5,600</td> </tr> <tr> <td>Polydor 25EC</td> <td>Lamda sihalotrin</td> <td>17 kg</td> <td>0.013</td> <td>2,625</td> </tr> <tr> <td>Kenrane</td> <td>Floroksipir</td> <td>236 litre</td> <td>0.190</td> <td>5,000</td> </tr> <tr> <td>Perfectan 425 EC</td> <td>Fiproinil</td> <td>8 litre</td> <td>0.006</td> <td>5,000</td> </tr> </tbody> </table> <p>Smallholders: The records for each individual farmer were kept at Plasma Muara Bulian office using “Program dan Realisasi Kerja Tahun 2017”. It include the product name, Number of Farmer group, hectare area, period application/rotation and total area applied. Group manager updated the record monthly. For example in KUD Subur Makmur farmer group No. 53 applied Metil metsulfuron for weeds control circle, stenochlaena and clidemia; total area applied 36 ha with volume applied 1,08 kg. Circle and path weeds control in KUD Makmur Rezeki Hamparan</p>				Type Pesticide	of Active Ingredients	Application (January – May 2017)		LD50 mg/kg bw mouth	Total usage	Applied per ha	Gramoxone	Paraquat	309.15 litre	0.249	65	Metsulindo 20WP	Metil Metsulfuron 20%	103 kg	0.083	50	Agronil 75 WP	Klorotalonil	16 litre	0.012	0.094 mg/l in rats	Elang 480 SL	Glifosat	1,107 litre	0.892	5,600	Polydor 25EC	Lamda sihalotrin	17 kg	0.013	2,625	Kenrane	Floroksipir	236 litre	0.190	5,000	Perfectan 425 EC	Fiproinil	8 litre	0.006	5,000	Comply
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<p>4.6.3 Any use of pesticides shall be minimized 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 Indonesia Best Practice guidelines.</p> <p>- Major compliance -</p>	<p>There is no used of prophylactic use of pesticides throughout the company. The use of pesticides has been minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. Use of pesticides in the field was always lower than the planned budget. It also shows the company's commitment to always reduce pesticide usage and give priority to the prevention of mechanical, biological and integrated pest management.</p> <p>Company also has a policy of paraquat usage No. 001/HP/INT/IX/2009 dated 1 September 2009 regarding reducing of usage herbicide containing paraquat.</p> <p>Smallholders: The Plasma Muara Bulian management conduct the participatory meeting with members to identify alternative pesticides that can be used of other biological method can be implemented.</p> <p>The Plasma Muara Bulian management has defined the programme of IPM, such as:</p> <ul style="list-style-type: none"> - Natural enemies conservation in area plantation, for example provide nest of barn owl to increase the population of barn owl as an enemy of rats. Plasma Muara Bulian provide one nest for 25 ha area of plantation. Record of barn owl monitoring were available in KUD and Plasma Muara Bulian office. - Beneficial plants planting in side of main road and collection road. Beneficial plants develop by plasma management such as: <i>Turnera subulata</i> and <i>Cassia tora</i> as a nest of natural enemies caterpillar. During field audit indicated that beneficial plants has been planted and maintained by individual member. 	<p>Comply</p>
<p>4.6.4 The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides</p>	<p>The company has demonstrated to reduce using paraquat and no using pesticides as categorized Class IA or 1B.</p> <p>Paraquat is still used in the Estates. Data of Paraquat used has been provided since 2012. To reduce Paraquat use, Estates implement Selective Spraying and Site Specific which agrochemical is only used in targeted weeds, no spraying in riparian buffer zones.</p> <p>Company also has a policy of paraquat usage No. 001/HP/INT/IX/2009 dated 1 September 2009 regarding reducing of usage herbicide containing paraquat.</p>	<p>NC Ref# 1338589N2</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance												
<p>shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>Below are the paraquat usage by PT Inti Indosawit Subur Muara Bulian Estate:</p> <table border="1" data-bbox="853 459 1234 671"> <thead> <tr> <th>Year</th> <th>Paraquat usage (litre)</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>260.55</td> </tr> <tr> <td>2014</td> <td>291.00</td> </tr> <tr> <td>2015</td> <td>407.75</td> </tr> <tr> <td>2016</td> <td>1,175.44</td> </tr> <tr> <td>2017</td> <td>687.96</td> </tr> </tbody> </table> <p>IPM training is conducted regularly, e.g. IPM training on 21 May 2016 by Estate manager and Fiel Assistant for workers who are involved in IPM implementation. Training is conducted by Estate manager and field assistant, training certificate is available for each trainer.</p> <p>Smallholders: The Plasma Muara Bulian management conduct the participatory meeting with members to identify alternative pesticides that can be used of other biological method can be implemented. During audit, paraquat was no longer use in Plasma Muara Bulian.</p> <p>Non conformity: Based on document verification the use of paraquat was increased overtime from 2013 - 2017. In adition, the paraquat usage from January - June 2017 was over budget, paraquat usage was 2,118 L however the budget was 1,690 L for year 2017.</p> <p>Rootcause Analysis: There is an error in the administration of data source taking of the active ingredients of paraquat in the Estate Unit Report due to usage data in the field, the paraquat active ingredients with the recording of volume usage were not being compared.</p> <p>Corrective action taken:</p>	Year	Paraquat usage (litre)	2013	260.55	2014	291.00	2015	407.75	2016	1,175.44	2017	687.96	
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**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Company has made correction of the paraquat usage data as bellow: - Total paraquat usage from January – August 2017 is 1,887.96 L with details: 1. Usage for Muara Bulian Estate is 687.96 L (consist of usage for Division 259.06 L, usage for Nursery 247.10 L and usage for replanting area 181.80 L) 2. Usage for other unit namely Afiliation Estate, independent plantation partnering with PT Inti Indosawit Subur – Muara Bulian with area ± 2,400 ha. The Afiliation estate was not certified unit and PT IIS give the coaching in the best management practices. So that the actual volume usage of paraquat for Muara bulian Estate is 687.96 L and still under budget 1,690 L. Auditor also verified the data of paraquat usage of Muara Bulian Estate from the pesticide expenditure data from Agrochemical storage Muara Bulian. During NCR Close out visit it can be demonstrated that the actual paraquat usage for Muara Bulian Estate was 687.96 L. Muara Bulian Estate also demonstrated the “Estate monthly report period August 2017” which shown the actual paraquat usage from January – August 2017 for Muara Bulian Estate was 687.96 L. PT Inti Indosawit Subur – Muara Bulian Estate also has a programme to reduce the paraquat usage by substitute the paraquat with Glifosat. The programme will be effective on the 2018. Major NC is CLOSED on 18 September 2017</p>	
4.6.5	<p>Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available. Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>Up to date records of training are kept in each estate for the following: Limited pesticides (Pelatihan Pestisida terbatas), Handling of pesticides, Integrated Pest Management Pesticide Mixers, Pesticide Sprayers, and pesticide handlers in stores. “Pelatihan Pestisida Terbatas” provided by company and “Komisi Pengawas Pupuk dan Pestisida” for spraying team performing herbicide spraying in company-owned plantation, sampled: Mrs.Marlina, Mrs.Samriana, Mrs.Ritasih – certificate No.09/KP3/VII/2015, valid until 26/08/2020; Mrs.Patmawati, Mrs.Sarmini and Mrs.Nuraini – certificate No.16/KP3/XII/2015, valid until 22/12/2020. The training</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance -</p>	<p>data is also maintained to show the nature and content of the training covered. Material Data Safety Sheets (MSDS) are evident for all chemicals used and are available at the storage and areas of mixing.</p> <p>Smallholders: Chemical sprayer working was handled by team TUS (Spraying unit team) which provided by Group management. All team TUS has been passed the training of pesticide handling including limited pesticide handling. Verified Training Records workers from team TUS:</p> <ol style="list-style-type: none"> 1. Ritasi, certificate no. 09/KP3/VIII/2015; 2. Safitri, certificate no. 09/KP3/VIII/2015; 3. Salma, certificate no. 09/KP3/VIII/2015; 4. Selpina, certificate no. 09/KP3/VIII/2015; 	
<p>4.6.6 Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3).</p> <p>- Major compliance -</p>	<p>The company already had a Pesticides warehouse and pesticide containers washing and bathing places for the sprayers. Based on a field visit to the Pesticides Warehouse, it was found that: Permanent Buildings, A good ventilation, Permanent floor is cemented, the floor of the mixing of pesticides using ceramics, and equipped with a "spillage trap", eye wash shower, first aid box, PPE and Fire extinguisher are provided.</p> <p>Operation control: MSDS are available for all types of existing pesticides. The pesticide management and safety instructions are available A package management/used pesticide package is available Water wash of pesticides containers collected in "spillage trap" The flow of waste water is channeled and stored so that it is not discharged into the environment. The water used is used for its dilution.</p> <p>A package management/ex pesticide container: Pesticide packages were clean washed in a wash basin, then, it was dried in a provided place. Dried packages were stored in temporary warehouse before being taken / sent by a third party who has a license.</p> <p>The company had a SOP of waste pesticide management which is SOP of hazardous</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>waste management No. AA-KL-06-EFP.</p> <p>Smallholders: ICS Kebun Plasma has prepared the procedure for handling all pesticide containers, as per "Penanganan Limbah Bahan Berbahaya Beracun", No AA-KL-06-EFP revision 06, dated 1 August 2015. Safe Work Procedure on chemical storage, mixing and disposal that covered PPE, safe working procedure, handling of chemical, storage, chemical mixing and the disposal. The individual members were not directly conducted the spraying working and handling the pesticide/herbicide. Spraying working and pesticide handling was performed by PT Inti Indosawit Subur as a partner, hence the chemical was stored by PT. Inti Indosawit Subur. Noted that, no outbreak of pest at all the sample farmers' area. Spraying working performed by TUS team which provided by PT Inti Indosawit Subur. During field visit in farmer plots, it was found that harvester using PPE appropriately and applied pesticides is handling by Team TUS (Tim Unit Semprot) PT. IIS – Muara Bulian</p>	
4.6.7	<p>Application of pesticides shall be by proven methods that minimize risk and negative impacts. - Minor compliance -</p> <p>Based on field visit to Muara Bulian Estate, spraying team using sign board indicating spraying/herbicide application is in progress for a block. Spraying supervisor was pre-mixing the herbicide in the chemical warehouse, transport the mixed chemical via truck, using cone and spill tray on the field to minimize spillage. The type and dosage of herbicide are carefully measured and prepared for targeted weed control; circle and path spray or selective weeding (wooden, bracken, or VOP). Nozzle calibration conducted regularly and recorded – evident. Sprayers and spraying supervisor are trained with limited pesticide training, best management practice for weed control, spraying techniques, using PPE and received regular medical check up. Clean water and soap on the field are provided for sprayer. Supervisor equipped with first aid kit.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: The Scheme Smallholder Management established the guidance, in SOP "Pengendalian Gulma (AA APM-OP-1100.08-R5)" consisting Safe Handling of chemicals. This guidance was covered the aspects on register of chemical, chemical monitoring record, , monitoring of usage, training and tools. The training for Health and Safety was conducted to all the TUS team by PT Inti Indosawit Subur.</p>	
4.6.8	<p>Pesticides may only be applied aerially where there is a documented justification. Surrounding 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 pesticide throughout the company plantation and plasma plantation.</p>	N/A
4.6.9	<p>Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.</p> <p>- Minor compliance -</p>	<p>Company provides limited pesticide training for sprayers. Latest training on limited pesticide use "Pelatihan Pestisida Terbatas" provided by company and "Komisi Pengawas Pupuk dan Pestisida" conducted on 2015, attended by sprayers and foreman. Training certificate can be demonstrated and valid until 5 years (2020). Refreshment training for pesticide operator also conducted each year by field Assistant. Latest refreshment training conducted on May 2017. Material Data Safety Sheets (MSDS) are evident for all chemicals used and are available at the storage and areas of mixing.</p> <p>Smallholders: Chemical sprayer working was handled by team TUS (Spraying unit team) which provided by Group management. All team TUS has been passed the training of pesticide handling including limited pesticide handling. Verified Training Records</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>workers from team TUS:</p> <ol style="list-style-type: none"> 1. Ritasi, certificate no. 09/KP3/VIII/2015; 2. Safitri, certificate no. 09/KP3/VIII/2015; 3. Salma, certificate no. 09/KP3/VIII/2015; 4. Selpina, certificate no. 09/KP3/VIII/2015; 	
<p>4.6.10</p> <p>Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated.</p> <p>- Minor compliance -</p>	<p>Pesticide Waste have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts). PT Inti Indosawit Subur – Muara Bulian POM and Estate has a waste management plan, identifying type and source of waste and the disposal plan. Company has prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p> <p>The company store hazardous waste in temporary storage with permit, The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT Shali Riau Lestari. Currently company has made cooperation with licensed vendor PT Sumatera Deli Lestari Indah, PT Indostar Cargo and PT PPLI based on agreement letter "Perjanjian Kerjasama antara PT. Inti Indosawit Subur dengan konsorsium PT Sumatera Deli Lestari Indah, PT Indostar Cargo dan PT PPLI No.003/AAA-SDLI-ISC-PPLI/III/2017 dated 03rd March, 2017. Based on interview with workers who are handling of pesticides that they understood of disposed empty containers pesticides, such as: Empty chemical containers re-used only for mixing purposes, unusable containers will be triple rinsed, punctured and disposed to the approval collector.</p> <p>Smallholders: ICS Kebun Plasma has prepared the procedure for handling all pesticide containers, as per "Penanganan Limbah Bahan Berbahaya Beracun", no AA-KL-06-EFP revision 06, dated 1 August 2015. Procedure was covered Safe Work Procedure on chemical storage, mixing and disposal that covered PPE, safe working procedure, handling of chemical, storage, chemical mixing and the disposal.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		During the interview with the farmers, the empty container was recycle to the recycle contractor and reuse as the drum water for spraying activities.	
4.6.11	Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available. - Major compliance -	<p>Company provides medical check up for workers related to agrochemical and fertilizer. The test covers blood hematology (incl. cholinesterase), urine test, liver function, kidney function, and respiratory checks. The latest medical check up carried out on 19 – 20 May 2017.</p> <p>Medical check up performed by Laboratorium Gatot Subroto Medan. Based on MCU result by cholinesterase check, all workers indicated normal and there is no worker with signs of intoxication the health status of sprayers are fit to work. Result of medical check up has been reviewed by Company doctor and Estate Manager as well as Group Manager.</p> <p>Smallholders: All spraying activities conducted by TUS team which provided by PT Inti Indosawit Subur. Interviewed the farmers none of them work for spraying. All TUS team has follow medical examination each semester, facilitated by PT Inti Indosawit Subur. Evidence of medical check up can be demonstrated during audit in PT Inti Indosawit Subur.</p>	Comply
4.6.12	Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women. - Major compliance -	<p>Based on interview with female workers, it was confirmed that no pregnant and/or breast-feeding allowed to performed chemical/pesticides work.</p> <p>Estate management conducting monthly pregnancy check for all female worker (sraying gang and fertilizer applicator) by test pack. Record of monthly pregnancy check recorded in "Logbook Monitoring Pemeriksaan Kehamilan tahun 2017". Based on latest check on last weeks July 2017 for herbicide sprayers example: Mrs. Ritasih, Marlina, Samriana; fertilizer: Selvina Siahaan, Marlina Harahap, Samriana Siregar, Ritasi, Yani Susanti.</p> <p>Based on pregnancy test indicated that there is no positive pregnant and resulted all negative. Based on interview with female workers, it were confirmed that no pregnant and/or breast-feeding involved in chemical/pesticides, if yes, they will be transferred to other duties.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: There is monthly pregnancy check for all chemical sprayers (TUS Team) which performed by Clinic Midwife PT Inti Indosawit Subur. Evidence of pregnancy test by test pack can be demonstrated.</p>	
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p>			
4.7.1	<p>A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p>	<p>An Occupational Health and Safety Policy has been established and in place, issued and signed by the Managing Director dated 01/12/2014. Point 3. Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation</p> <p>Health and Safety Procedures are available. Sampled: "Standard Operating Procedure Alat Pelindung Diri" on personal protective equipment No.AA-SOP-OP-101.3-R0 dated 14/08/2013. "Prosedur Pengendalian Kebakaran di Pabrik, Kantor dan perumahan" for fire mitigation No.AA-KL- 15-EP dated 01/12/2010</p> <p>Health and safety program as in "Program management K3 PT Inti Indosawit Subur Muara Bulian 2017". The health and safety program covers road maintenance monitoring, provide PPE for high risk worker, emergency infrastructure checklist, medical checkup for workers and provision of first aid kit, safety committee meeting, provide relevant training and communicating the health and safety policies.</p> <p>Risk assessment method used is quantitative and qualitative method which is the multiplication of severity with the level of possibility. The company has set matrix multiplication result, which is subsequently determined from the matrix level / quality risk is divided into five (5) categories: extreme, high, moderate, low and neglectible.</p> <p>For activities/processes that have risk levels of moderate and low, the company will perform operation control, monitoring and as well as to provide an appropriate personal protective equipment (PPE).</p>	<p>NC Ref # 1503754- 201707-M1</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Noise level monitored each year in Muara Bulian POM at Kernel station, Power house/engine room station and Boiler station. Latest monitoring performed on October 2016. Noise level at the Boiler station, power house station and Kernel Station is > 85 dB. In Sterilizer station, noisy is < 85 dB. Company has regulate to use PPE Earmuff in Powerhouse station and Earplug in Kernel station and Boiler station to reduce the noise and prevent the impact of noise level > 85 dB. Training plan 2017 has been set by company for safe working practise/OHS training, including training for workers exposed to high noise levels. It was also explain in indicator 4.8.1</p> <p><u>Non Conformity:</u></p> <ul style="list-style-type: none"> - Can not be demonstrated the standard procedure to guide the conduct of risk assessment. - 2 of the 4 hydrants in the Mill are not properly working when tried - Accident Investigation of Boiler operator on behalf Hendri Andri Manalu is unclear who performed the investigation and there is no conclusion and no adequate follow-up. - Fire extinguisher in ICS/Plasma Office has no pressure and can't working properly <p><u>Corrective action:</u></p> <ul style="list-style-type: none"> - Company has made the procedure of HIRADC (Hazard identification and risk analysis and determining control) as a guidance and standard to conducted the hazard and risk assessment as well as the determining control for risk and hazard. Procedure presented in SOP "Identifikasi bahaya, Penilaian Resiko dan Penentuan Pengendalian" AA-SMK3-02-R0 dated 3 August 2017. SOP prepare by OHS coordinator, reviewed by Sustainability Environment and CSR head and approved by managing director. - Procedure describes the mechanism for the identification documents preparation of hazard risk analysis and determination of control. Types of hazards and risks and control of risk. Hazard criteria: often, continuously, sometimes, rarely, very rarely, never happen. The possibility of a hazard event: almost certain (10), may 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>occur (6), unusual but may occur (3), is unlikely (1), very unlikely (0.5) and unlikely (0.1). The level of risk is determined based on the criteria, the likelihood of the occurrence of each activity and the impact that occurs.</p> <ul style="list-style-type: none"> - Muara Bulian POM has repaired 2 non-functioning hydrant in POM area. It is known that 2 units of Hydrant are problem in the tap water, so that when tested the tap water can not be opened. The company has repaired the damaged Hydrant tap water by replacing the old tap water with a new one. Proof of tap water repairs can be proven during field visits on September 18, 2017; Hydrant test performed during visit udit and found well functioning. In addition Muara Bulian POM has made Memorandum No.110/MI-PMB/MEMO/07/17 dated September 1, 2017 regarding the appointment of officers/PIC on behalf Parulian Harianja (workshop employees) who has responsibility for monitoring of First Aid Box, APAR and Hydrant in Muara Bulian POM. - The Company has made improvements by revised the accident investigation form of SOP AA-OP-SMK3-07-FM Accident Investigation SOP, August 3, 2017. In the accident investigation form include: the accident data, details of injuries/sections exposure, photographs/sketches, evidence of investigation (witnesses, positions, equipment, documents), sequence of events (pre-contact, contact, post-contact), type of incident, cause of accident (unsafe, unsafe) accidents (personal and work factors), corrective and preventive actions, investigative team. During audit verification, found that the accident form was complete and adequate. - Muara Bulian Plasma has refill the unfuction/empty APAR on August 2017. During field audit shown that the APAR was function well with good pressure and condition. In addition Muara Bulian Estate and Plasma has made Memorandum No.058/IIS/KLM/MEMO/8/17 dated July 27th, 2017 regarding the appointment of officers/PIC on behalf Andriansyah Farudi (KTU) who has responsibility for monitoring of First Aid Box and APAR in Muara Bulian Estate and Plasma. <p>Smallholders: Plasma Muara Bulian policy was established which covering the occupational, safety</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>and health. The Group Management Plan dated January 2017 was established to cover the occupational safety and health issues. OHS Management plan was made according to risk assessment result and determining control of risk. The training for OHS was conducted on 05/04/2017 in KUD Subur makmur, 16/05/2017 at KUD Makmur Rezeki, 16/12/2017 at KUD Buah Sakato, 06/04/2017 at KUD Karya Lestari The training topic incorporated the occupational, safety and health risk which identified during activities such as harvesting, manuring and spraying. Each member Plasma Muara Bulian was collaborate with Group Manager in the risk assessment process. Risk assessment conducted by Group manager by discussion with individual members unofficially, field observation and socialized to all member before implemented.</p>	
4.7.2	<p>A documented risk assessment shall be available and its implementation shall be recorded. - Major compliance -</p> <p>Company has the document the risk assessment, including for boiler operation, sterilizer operation, generator set operation, loading ramp activity, cleaning of CPO storage tank, chemical mixing, fertilizer warehouse, herbicide and pesticide sprayer, harvesting, road maintenance, HCV Monitoring, Boundary Monitoring, land application maintenance, etc. The company has conducted HIRADC for all areas and it was observed that the workers understood their risk. Risk assessment latest review dated 10/01/2017. Engineering control was implemented to prevent hearing loss, e.g. install noise reduction agent and administrative by erected signboard of noise area, as described in Risk As a precaution of disease and accidents, the company has set operation control by making procedures, providing appropriate training, provides adequate PPE to all relevant employees. The company also monitored the effectiveness of its implementation in the field.</p> <p>Smallholders: Group member who want to joins the Plasma Muara Bulian will need to undergo</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>different level of risk assessment and join the SEIA assessment. The OHS training (safe working practice, risk assessment) was conducted to all the members by ICS. The training was conducted to all the workers on 15/04/2017. Training Records were available in each member own handbook "Buku Pintar Petani Plasma". During audit and interview with member indicated that they have follow the training. Risk assessment were available. Risk assessment conducted by Group manager by diccussion with individual members unofficially, field observation and socialized to all member before implemented.</p>	
<p>4.7.3</p>	<p>Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.</p> <p>- Major compliance -</p> <p>Records of Occupational Health and Safety (OHS) program available in "program manajemen K3 PT Inti Indosawit Subur – Muara Bulian Estate and Mill 2017' approved by Estate Manager and Mill manager, including to reducing working accident, OHS campaign, meeting of OHS committee, medical surveillance to certain workers. Training and monitoring regarding PPE usage has been conducted in accordance to risk Assessment conducted on monthly based as recorded on January, February March and April, 2017. Morning muster consist PPE checking conducted on daily base.</p> <p>OHS Program available covering OHS socialization, implementation, monitoring and measurement including regular PPE Training which is conducted every Monday as Toolbox meeting and inspection of PPE usage.</p> <p>Smallholders: The training for OHS was conducted on 05/04/2017 in KUD Subur makmur, 16/05/2017 at KUD Makmur Rezeki, 16/12/2017 at KUD Tuah Sakato, 06/04/2017 at KUD Karya Lestari</p> <p>The training topic incorporated the occupational, safety and health risk which identified during activities such as harvesting, manuring and spraying.</p> <p>Through the interview with the smallholders, the workers were wearing the appropriate PPE while working. The PPE used for the activity that is involved with the hazardous chemical was adequate and relevant chemicals description (MSDS) was brought to field.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.4 The responsible person(s) for occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.</p> <p>- Major compliance -</p>	<p>Muara Bulian Estate: Company assigned Mr. Adek Setiawan as responsible person for occupational Health and safety implementation for Muara Bulian Estate. He has been certified as general OHS expert, certificate No.Ser.13.12386/AK3/U/V/2015 dated 08/05/2015 and appointed as OHS expert as per "Keputusan Menteri Ketenagakerjaan RI No.KEP.12781/M-DJPPK/V/2015 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum Menteri Ketenagakerjaan RI dated 08/05/2015" – valid for three (3) years.</p> <p>Muara Bulian Estate has Health and Safety Committee which approved by manpower office Batanghari Regency, as per "Surat Keputusan Kepala Dinas Sosial Tenaga Kerja Kabupaten Batanghari No.568/334/ DISOSNAKERTRANS tentang Pengesahan Susunan Keanggotaan Panitia Pembinaan Keselamatan dan Kesehatan Kerja (P2K3) di PT. Inti Indosawit Subur Unit Kebun Muara Bulian" dated 16/06/2016. Health and safety committee structure is valid.</p> <p>Periodical meeting conducted on monthly base regularly. Health and Safety meeting Muara Bulian Estate carried out dated 19/04/2017 attended by 10 officers discussing health and safety program, performance and work accident; dated 24/05/2017 attended by 11 officers; and dated 16/04/2017 attended by 11 officers, reviewing health and safety performance, accident reports; PPE provision, MSDS for chemical, etc.</p> <p>Health and Safety performance reported in "Laporan Triwulan P2K3 Kebun Muara Bulian" period April-June 2017. The report explains the manpower details, health and safety objective and target, health and safety program, incident report period April-June 2017.</p> <p>Muara Bulian palm Oil Mill: Mr. Salman Alfarisi assigned as responsible person for OHS implementation. He was a secretary of Safety committee (P2K3) Muara Bulian POM which has been approved by manpower office Batanghari Regency.</p> <p>Record of periodical meeting available, for example meeting on 16th February, 2017 discussion regarding accident recording, updating PPE Checklist, monitoring of PPE</p>	<p>Comply</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>handover to workers. Health and Safety performance reported in "Laporan Triwulan P2K3 PKS Muara Bulian" period January - March 2017. The report explains the manpower details, health and safety objective and target, health and safety program, incident report period January - March 2017. Report for second quarter 2017 is still in progress to be submitted to Batanghari Regency manpower office.</p>	
<p>4.7.5</p>	<p>A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.</p> <p>- Minor compliance -</p> <p>Accidents and emergency procedures no. AA-EMS-446-PR (operation control), AA-EMS-447-PR (Kesiagaan & Tanggap darurat/Emergency preparedness), AA-EMS-001-FM (Emergency plan), AA-EMS-003-FM (Emergency incident), and AA-EMS-004-FM (Emergency incident Reporting). Those procedures is socialized and available in notice board in site, during interviewed with workers, it was seen that they understood. Emergency call phone also is available in all site operation. Assigned trained in First Aid sighted present with First Aid Kit available in various workplace on monthly based. Training and monitoring record for January untill June 2017 are available. Mrs. Lilis Anggraeni Simanjuntak trained as first aider on 05/03/2014 with certificate and appointed as licensed first aider by Manpower office "Lisensi Petugas P3K.5 di Tempat Kerja No.002/P3K/VIII/2014 dated 04/08/2014 – valid until 04/08/2017. First aid training also has ben conducted to all field mandore by company doctor and paramedic.</p> <p>Smallholders: Group manager has develop OHS and First aid manual which available in "Buku Pintar Petani Plasma" and distributed to each farmer member for reference. The training for OHS was conducted on 05/04/2017 in KUD Subur makmur, 16/05/2017 at KUD Makmur Rezeki, 16/12/2017 at KUD Tuah Sakato, 06/04/2017 at KUD Karya Lestari. The training booklet was available in "Buku Pintar Petani Plasma" and distributed to each farmer member for reference. Through interview, the members were told the assessor that the first aid kit was available during the working activities and brought by Mandor/Foreman in each</p>	<p>NC Ref # 1338589N3</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>KUD. No accident so far. If accident happened, they will contact the respective field assistant and ICS Plasma Muara Bulian.</p> <p>Non Conformity:</p> <ul style="list-style-type: none"> - First aid kit available for spraying team, harvesting team and chemical warehouse/hazardous waste storage were not complete. First aid kit was not complete with aquades as register in form list of first aid kit. - During field visit Found expired medicine (betadine) inside first aid kit in hazardous waste storage. <p>Rootcause Analysis: Lack of monitoring from Mandor/Foreman against the completeness of First Aid Kit.</p> <p>Corrective Action Taken:</p> <ul style="list-style-type: none"> - Company has complete the first aid kit for spraying team, harvesting team and chemical warehouse/hazardous waste storage according to standard and replace the expired medicine with the new one. In addition company has checked all the first aid kit in Mill, Estate and Plasma Muara Bulian and complete the first aid kit according to the standard. Inside first aid kit company has completed with "Daftar Obat" which contain list of medicine and first aid kit equipment. There were 15 items inside the first aid kit with number of items and expired date. Company provide "Daftar Pemakaian Obat P3K" as well in order to record the usage of first aid kit medicine and equipment. During audit and field visit shown that all the first aid kit found completed and well maintain. - PT Inti Indosawit Muara Bulian also has conducted the refreshment and 	

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>awareness to the PIC of first aid kit monitoring in order to aware and check the first aid kit regularly each month. Company has prepare the checklist for the monitoring.</p> <p>Major NC is CLOSED on 18 September 2017</p>	
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).</p> <p>- Minor compliance –</p>	<p>All workers provided with medical care, and covered by accident insurance (BPJS Ketenagakerjaan and Kesehatan). For new temporary worker medical care covered by company medical facility untill national insurance program issued. Company has Medical Facility/clinic provided in the Estate and free for all employee to get medication and any medical services. Records of insurance payment available in:</p> <ul style="list-style-type: none"> - BPJS registration number - Monthly BPJS insurance premium payment. <p><u>Non conformity:</u> There are 68 workers of Muara Bulian Estate has not been registered on BPJS Kesehatan.</p> <p><u>Corrective action:</u> Company has registered the 68 workers of Muara Bulian Estate in BPJS Kesehatan on August 2017. Several workers were dependent husband who worked in Muara Bulian Estate and the BPJS Kesehatan has been paid by the company every month included in her husband. For another workers who are not dependent of husband, company has registered the workers in to BPJS Kesehatan. Evidence of registration in BPJS Kesehatan and list of participant number of BPJS Kesehatan were available and can be demonstrated during audit. The Minor NC has been CLOSED on 18 September 2017.</p> <p>Smallholders: N.A. No workers being employ permanently by the smallholders. As to date, no case of accident happened.</p>	<p>NC Ref # 1503754-201707-N3</p> <p>CLOSED on 18 September 2017</p>
4.7.7	Occupational injuries shall be recorded using Lost	Lost time injuries recorded and reported to authorized party, as defined in OHS Committee report three monthly period.	Comply

Criterion / Indicator		Assessment Findings	Compliance
	Time Accident (LTA) metrics. - Minor compliance	<p>The company maintained all of the records regarding the works accident and lost time accident (LTA) in some documents, such as:</p> <p>a. Incident Log; contains the victim data, employees grade, works, incident information (time, date, month, year, and location), part of bodies injured, incident description, actions taken, incident categories, numbers of absences and etc.</p> <p>b. Incident Report; contains summary of incident log, recorded every month. The incident report for 01-06/2017, as follows:</p> <ul style="list-style-type: none"> - Fatality: 0 (nil) - Permanent disable: 0 (nil) - Lost Time Incident: 2 (two) - Fire: 0 (nil) - Properties Damage: 0 times - Medical aid: 6 cases - First aid: 12 cases - Near Miss: 6 times <p>c. Nearmiss Log; contains names, areas, dates, reporter, incident description, causes, categories, preventive actions, PIC, targets and preventive actions status.</p>	
<p>Criterion 4.8 All staff,workers, smallholders and contract workers are appropriately trained.</p>			
4.8.1	Records of training program related to the aspects of RSPO Principles and Criteria shall be available. - Major compliance -	<p>Training program for year year 2017 available as defined in Kalender Pelatihan Tahun 2017. Training program covering:</p> <ol style="list-style-type: none"> 1. Sustainability Awareness 2. Refreshment RSPO, ISCC, ISPO. 3. HCV 4. Basic Fire 5. First Aider 6. OHS training 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		7. Limited pesticides training 8. Integrated Pest management Training (IPM). 9. Road maintenance training 10. Fertilizing training 11. PPE usage in Harvesting activity 12. Welding operator training 13. Operator Backhoe training 14. Electricity Technician training Smallholders: The training for Best management practice and OHS as well as RSPO principle and criteria has been conducted by ICS to KUD and member of smallholder. Latest training was conducted on 05/04/2017 in KUD Subur makmur, 16/05/2017 at KUD Makmur Rezeki, 16/12/2017 at KUD Buah Sakato, 06/04/2017 at KUD Karya Lestari. The training record was available in "Buku Pintar Petani Plasma" and distributed to each farmer member for reference.	
4.8.2	Records of training for each employee shall be maintained. - Minor compliance –	Training records consist of the certificates, attendances and training materials were kept in the individual operating units, recorded in "Rekapitulasi Pelatihan Karyawan" e.g. Mr. Janto Siburian (Welder); attended training Basic Safety on 15/07/2015, Sustainability Awereness on 30/07/2015, Welder training on 28 june 2016, Basic fire 08 January 2016; Suhendra (Mandor HCV); attended training Basic fire on 27/05/2015, First Aider on 21/10/201, Sustainability Awereness on 15/04/2016, HCV training on 17/09/2015. Smallholders: Record training was recorded in Buku Pintar Petani Plasma also recorded others training such as: Harvesting, Best Management Practice, HCV, and ICS policy.	Comply
Principle 5: Environmental responsibility and conservation of natural resources and biodiversity			

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 5.1</p> <p>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>Environmental impact assessment document(s) shall be available.</p> <p>- Major compliance -</p> <p>PT Inti Indosawit Subur – Muara Bulian has demonstrated the document of Analisis Mengenai Dampak Lingkungan (AMDAL) consist of document ANDAL, RKL and RPL as approved through “Peretujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang Peretujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT Inti Indosawit Subur” dated 3rd May 1995. The document covers scope of areal of 32,000 Ha consist of Kuala Tungkal Estate 20,000 Ha and Muara Bulian Estate 12,000 Ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal and 30 Tonnes FFB/hour for Muara Bulian.</p> <p>Revision on AMDAL document is available for PT IIS - Muara Bulian through “Surat Peretujuan Kepala Badan Lingkungan Hidup Provinsi Jambi No. 474/BLHD/2010 tentang Peretujuan Revisi Rencana Pengelolaan Lingkungan Hidup (RKL) dan Rencana Pemantauan Lingkungan Hidup (RPL) PT Inti Indosawit Subur seluas 9.188 Ha dan Pabrik Minyak Kelapa Sawit Kapasitas 60 Ton/Jam di Kecamatan Maro Sebo Ilir, Kabupaten Batanghari, Provinsi Jambi” dated 10th August 2010. The revision occurs due to changes in mill capacity from 30 Tonnes FFB/hour into 60 Tonnes FFB/hour, land application separation from Tungkal Ulu Group and social dynamics back in 2010.</p> <p>Smallholders: EIA and HCV of the Plasma Muara Bulian has identified the significant potential environmental impacts deriving from operational activities land clearing, land development and road construction at palm oil plantations. Group Manager has provided the document of Evaluation of impact on the environment as per “Evaluasi</p>	<p>NC Ref # 1503754-201707-M2</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Aspek Dampak Lingkungan Group ICS Kebun Plasma Muara Bulian” updated on 1 February 2017. All the members have attended the training for Environmental Risk which cover all the environmental impacts identified in the operations in the oil palm plantations Interviewed the workers and they understand the environmental risk such as spillage of chemical and deforestation.</p> <p>Non Conformity: Group Manager has prepared environmental impact assessment as per “Evaluasi Aspek Dampak Lingkungan” updated on 1 February 2017. However, it was found that Individual member sample (e.g no. 21, 22, 145, 175, 986, 989, 990) cannot demonstrate basic understanding on environmental impact from their operation. Rootcause Analysis: Lack of understanding from individual member regarding “Evaluasi Aspek Dampak Lingkungan”</p> <p>Corrective Action: Company has conducted socialization and awareness the environmental impact of field activity in Muara Bulian Plasma based on “Evaluasi Aspek Dampak Lingkungan”. Socialization performed on 25 August by Sustainability team of PT Inti Indosawit Subur Muara Bulian in KUD Subur Makmur, KUD Makmur Rezeki and KUD Tuah Sakato. Evidence of socialization and awareness in the form of attendance list, photograph and minutes of socialization can be demonstrated. During audit, interview with smallholder member indicated that they have understanding of environmental impact of their activity in the field based on “Evaluasi Aspek Dampak Lingkungan” for example: fertilizing activity impact to the river pollution, so that they have a policy to prohibit fertilizing activity near to the river/waterways with distance 3 – 10 m from the waterways/river. Major NC is CLOSED on 18 September 2017</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.2 Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact requires changes in current company's practices) shall be available. The company's management shall appoint the responsible person(s) for the implementation of the document.</p> <p>- Minor compliance -</p>	<p>As guidance for management and monitoring, company has environmental management and monitoring plan "Rencana Pengelolaan Lingkungan (RKL) – Rencana Pemantauan Lingkungan (RPL)". The document have been approved through "Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995". The environment management document explains activity components, type of impacts, impact management (program, project, technical), location and target for management.</p> <p>The environment monitoring document explains the type of impacts, location for monitoring, parameters, time frame and method for monitoring.</p> <p>Company has prepared report on Environmental Management and Monitoring implementation (Laporan RKL-RPL) and submit to the government regularly (per semester), e.g RKL-RPL report semester II 2016 (Period June – December 2016) "Laporan Pelaksanaan Izin lingkungan". Report submitted to Head of Environmental Officer Batanghari Regency on April 22nd, 2017 letter no 041/MI-PMB/Ext/04/2017. Company assigned Estate/mill Manager as responsible person for the implementation of the document.</p> <p>Smallholders: The mitigation plan Pengendalian terdapat dampak lingkungan telah dibuatkan dalam Evaluasi Aspek – Dampak Lingkungan for ICS Kebun Plasma Muara Bulian, dated 1 Februari 2017, e.g:</p> <ul style="list-style-type: none"> - Kegiatan pupuk – monitoring kemasan pupuk - Kemasan bekas pestisida ditempatkan di TPS B3. <p>During site visit, smallholders are well aware of the environmental impacts and the mitigation plan. For example, the empty chemical containers must be handled by triple rinse and punch after used.</p>	<p>Comply</p>
<p>5.1.3 Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring</p>	<p>PT Inti Indosawit Subur Muara Bulian has prepared implementation report of environmental management and monitoring each semester. The report submitted to "Badan Lingkungan Hidup Kabupaten Batanghari and Provinsi Jambi".</p> <p>The report for period semester II 2016 (Period June – December 2016) have been</p>	<p>Comply</p>

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
	<p>result) shall be available. This plan is reviewed on two-yearly basis.</p> <p>- Minor compliance –</p>	<p>submitted on April 22nd, 2017 letter No.041/MI-PMB/Ext/04/2017. The report have explained the management and monitoring implementation, the evaluation (trend, critical and compliance evaluation) – as regulated under Keputusan Menteri Lingkungan Hidup No.45 tahun 2005.</p> <p>PT Inti Indosawit Subur has also prepared Environmental managemen system (EMS) (Evaluation of Environmental Impact-Aspects) on 12 April 2016 for activities including replanting activities are currently being undertaken by the company. Those utilized as tool to evaluate the implementation of environmental management and monitoring tools.</p> <p>Smallholders: Monitoring for the implementation to monitor the effectiveness of the mitigation measures available in document "Hasil Identifikasi Sumber Polusi di Perkebunan Petani (Pencemaran Emisi)", updated on 2 February 2017. All the members have attended the training for Environmental Risk which cover all the environmental impacts identified in the operations in the oil palm plantations.</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 operations managed to best ensure that they are maintained and/or enhanced.</p>			
5.2.1	<p>Record(s) on the results of High Conservation Value (HCV assessment) that includes both the planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available.</p> <p>- Major compliance -</p>	<p>Company has conducted the HCV identification in coordination with "Fakultas Kehutanan Institut Pertanian Bogor" on February – March 2011 and final report on October 2011, under "Laporan Final Kajian Penuh Identifikasi dan Analisis Keberadaan High Conservation Value di Areal PT Inti Indosawit Subur – Muara Bulian Estate, Provinsi Jambi". The HCV assessment conducted based on "Panduan Kawasan Bernilai Konservasi Tinggi di Indonesia", issued by Konsorsium Revisi HCV Toolkit Indonesia dated 12/07/2008.</p> <p>The HCV identification carried out with public stakeholder consultation with surrounding communities. The HCV Identification report has been peer reviewed by</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>WWF Indonesia (Mr. Deni Rahadian) on 22 September 2011. The presence of HCVs at PT IIS Muara Bulian is mainly under category HCV 1.1, HCV 1.2, HCV 4.1 and HCV 5 with total HCV areas of 76.18Ha; where mostly the identified HCV areas were determined as riparian area and water catchment area. The HCV identification document has explained the general condition of landscape surrounding company's plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore, no recommendation for wildlife corridor.</p> <p>Smallholders: HCV assessment has been conducted by IPB facilitated by group manager and PT Inti Indosawit Subur on Februari – March 2011 in area Plasma Muara Bulian. As per HCV findings of the plasma Muara Bulian which completed on March 2011, the methodology which incorporated site observation and consultation with local communities. The local villager, workers from estates and dealers were actively participated in the HCV assessment. Individual member can demonstrate basic understanding of HCV and RTE species which need to protect by them. During field audit and interview with member they can explain basic understanding on HCV and RTE species including how to protect them.</p>	
5.2.2	<p>Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill operations, an appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p> <p>Based on HCV Identification Report, 2011 shows in area of Muara Bulian Estate, found 9 types of mamalia species, 5 species are protected such as: <i>Manis javanica</i>, <i>Fellis bengalensis</i>, <i>Helarctos malayanus</i>, <i>Cervus unicolor</i>, <i>Prionodon linsang</i>, 11 types of protected bird species such as: <i>Alcedo meninting</i>, <i>Anthreptes malaccensis</i>, <i>Arachnotera longiostra</i>, <i>Ardea purpurea</i>, <i>Egretta garzeta</i>, <i>Halcyon chloris</i>, <i>Rhipidura javanica</i>, <i>Spizaetus cirhatus</i>, etc; 4 types of reptile species such as: <i>Varanus salvator</i>, <i>Cuora amboinensis</i>, <i>Naja sumatrana</i>, <i>Phyton reticulatus</i>. Company has determined conservation management and monitoring plan refer to HCV identification result. Conservation management and monitoring plan 2017 can be demonstrated. Based on field verification, company has demonstrated effort for</p>	<p>NC Ref # 1503754- 201707-M4</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>management and monitoring of HCV area. Wildlife monitoring is conducted monthly by foreman and clerk afedling/division. The animal/species findings are recorded in the "Daftar Temuan Satwa liar di Areal Kebun" form. Evidence of wildlife monitoring can be demonstrated. For example monitoring result in June 2017 in Division I the presence of animal during monitoring such as: Monitor lizard/<i>Biawak (Varanus salvator)</i>, Boar/<i>babi (Sus scrofa)</i>, Cobra (<i>Naja sp</i>), Long-tailed macaque/<i>Monyet ekor panjang (Macaca fascicularis)</i>.</p> <p>Planting trees and vertifer grass on river buffer zone has been done to enhance the HCV area. Monitoring and patrol HCV area and installed identity signboard and warning signboard on the field.</p> <p>Smallholders: Group manager has determined HCV management and monitoring plan as recommend in HCV Assessment report. Management plan to conserve RTE species for such as highlights members adjacent to protected areas/natural waterways/potential HCVs including as part of the regular field checks to ensure compliance, i.e clear boundaries and no encroachments, monitoring of RTE species. List of HCVS and RTEs findings display on the notice board is available during onsite audit.</p> <p>Non Conformity: Based on document review, can not be demonstrated action plan develop by Group managers based on the HCV management and monitoring plan.</p> <p>Rootcause Analysis: Not yet available the action plan of Muara Bulian Plasma based on the HCV management and monitoring plan.</p> <p>Corrective Action Taken: Plasma Muara Bulian Internal Control System (ICS) has made the HCV management</p>	

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>and monitoring plan refer to recommendation of HCV identification report. Presented in "Conservation Management Plan PT Inti Indosawit Subur, Plasma Muara Bulian Tahun 2017". HCV management plan is apply in 6 KUD Plasma Muara Bulian. HCV management plan in each KUD consist of:</p> <ul style="list-style-type: none"> - Signboard placement of prohibition chemical application near to waterways/riparian area with distance 3 m in left and right side - Training and awareness of HCV against smallholder member regularly at minimum once a year - Monitoring of animal/wildlife <p>Conservation management plan has been disseminated to all KUD and socialized to all member of KUD. During audit and interview with sample smallholder member indicated that they have ware and understand regarding conservation management plan of KUD.</p> <p>Major NC is CLOSED on 18 September 2017</p>	
<p>5.2.3</p>	<p>Program(s) to socialize the status of protected, rare, threatened or endangered (RTE) to all workers shall be available, including records of appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species.</p> <p>- Minor compliance –</p> <p>Company has demonstrate consistency in providing communication and HCV management training, carried out on 02/03/2016 and attended by 30 participants, field supervisor level.</p> <p>Training material:</p> <ol style="list-style-type: none"> 1. Maintained HCV areas. 2. No spraying 3 metres (right-left side) along the water course. 3. No hunting 4. Zero burning, etc. <p>Based on interview with worker representative and field workers they have understand protection of plant and animal. The workers also aware of company policy prohibits hunting, raising and killing protected animal. Based on interview with worker representative and field workers – workers have understand protection of plant and animal. The workers also aware of company policy prohibits hunting, raising and killing protected animal.</p> <p>Refreshment and awareness regarding HCV and wildlife protection performed by company through muster morning in each division/afdeling PT. Inti Indosawit Subur</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Muara Bulian Estate. Awareness to surrounding community performed once a year, last socialization performed in 1 March 2016.</p> <p>Smallholders: Training has been provided to the individual members about the status of HCV and RTE species and the applicable disciplinary measures. Training was conducted on 21 March 2017 in KUD Makmur Rezeki, 22 March in KUD Subur Makmur and 24 March 2017 in KUD Tuah Sakato. Attendant list and minutes of training was available. The members are understand the ways of communication such as through meeting with field assistants, notice displayed on the notice board in KUD office and Plasma Muara bulian office and the guideline in "Buku Pintar petani plasma" has distributed to each of the members.</p>	
<p>5.2.4</p>	<p>Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan.</p> <p>- Minor compliance –</p> <p>Company has prepared Conservation Management Plan, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status. Company has consistently monitors the status of HCV area, as well as protected flora and fauna species. This is recorded in "Laporan Monitoring Tumbuhan dan Satwa Liar PT. Inti Indosawit Subur periode Semester II 2016" – monitoring period June - December 2016. The report explains the monitoring on status of pland and wildlife, disturbance and damage to the protected area. Wildlife observations are conducted monthly by Mandor HCV in each Afdeling. Last observation in June 2017 documented in the "Daftar Temuan satwa liar di areal kebun" observed several protected species such as: <i>cekakak belukar (Halcyon smyrnensis)</i>, <i>Bubut Alang-alang (Centropus sp)</i>, <i>Beruk (Macaca nemestrina)</i>, <i>babi hutan (Sus scrofa)</i>. Types of animal such as <i>Felis bengalensis</i>, <i>Manis javanica</i> and <i>Helarctos malayanus</i> are rarely seen at the time of observation. Based on field verification, company has demonstrated effort for management and monitoring of HCV area.</p> <p>Smallholders:</p>	<p>NC Ref#1503754-201707-N6 Status: OPEN</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Logbook with details of threats to HCV (including sightings of RTE) available at the site office. The responsibilities of group members is covered in T05 Environmental Management for Small Farms.</p> <p>Non Conformity: Based on document review can not be demonstrated that group managers has implement a mechanism for individual members to report on threats to HCVs.</p> <p>Rootcause Analysis: The unavailability of farmers member reporting mechanisms related to the threat of HCV in the plasma estates area.</p> <p>Corrective Action: Establish farmer reporting mechanisms related to the threat of HCVs in the plasma estate area. Disseminating farmer reporting mechanisms related to the threat of HCV in the plasma estate area. The Minor NC remain OPEN and will be verified on the next assessment.</p>	
5.2.5	<p>Where HCV areas overlapped with an identified local community's land, there shall be evidence of a negotiated agreement that optimally safeguard their HCVs and the local community's rights.</p> <p>- Minor compliance –</p>	<p>All HCV and conservation areas within the company areas. Based on document verification, field visit and interview with stakeholders, there was no HCV area under existing rights of local community.</p> <p>Smallholders: Up to date, there is no reporting in cases where there is an overlap of local community rights and HCV areas. Individual member has the legal land title or authority letter.</p>	Comply
<p>Criterion 5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.1 A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p>	<p>Waste products have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts EMS-431-003-LT). This document is updated once a year, last updated on January, 2017. This document covering all operation in Estates and mill.</p> <p>PT Inti Indosawit Subur – Muara Bulian POM and Estate has a waste management plan, identifying type and source of waste and the disposal plan. PT Inti Indosawit Subur – Muara Bulian POM and Estate prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p> <p>The company store hazardous waste in temporary storage with permit, The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT. Indostar Cargo.</p> <p>There is a mechanism "Mekanisme Penanganan Sampah Domestik" to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste.</p> <p>Company has disseminated the mechanism of domestic waste handling to all employee and resident of emplacement. Domestic waste resulted form domestic activity was segregated by housing resident. Company provide the organic and anorganic trash can in each housing area. There are personel/workers who has been trained to collected the organic and anorganic waste and transport to landfill (TPSA).</p> <p>Smallholders: Group Manager Plasma Muara Bulian has prepared the document to indentification all waste products and sources of pollution, as per document of "Hasil Identifikasi Sumber Polusi di Perkebunan Patani (Pencemaran dan Emisi), updated on 2 February 2017, such:</p> <ol style="list-style-type: none"> a. Transport FFB – vehicle emission b. Fertilizing – water pollution c. Spraying – water and soil polution 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.2 There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p>	<p>PT. Inti Indosawit Subur Muara Bulian collects all hazardous waste from estate into temporary hazardous waste storage in workshop compound. The temporary hazardous waste storage Muara Bulian Estate has valid permit, "Keputusan Kepala Badan Penanaman Midal dan pelayana Perizinan Terpadu Kabupaten Batanghari No.503/05/IPPL-B3/BPMPPT/2014 tentang Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun (B3) kepada PT. Inti Indosawit Subur" dated 19 November 2014, valid for 5 years. The permit covers used oil, used filter, used battery, used lamp, ex chemical container, used electronic, hand gloves, contaminated goods, ex laboratory analysis waste and used paint can.</p> <p>PT. Inti Indosawit Subur Muara Bulian has an agreement in transporting the hazardous waste with contractor: "Perjanjian Kerjasama antara PT. Inti Indosawit Subur dengan, Konsorsium PT Sumatra Deli Lestari Indah - PT. Indostar Cargo and PT Prasadha Pamunah Limbah Industri No 003/AA-SDLI-ISC-PPLI/III-2017, dated 3 March 2017 valid up to 02/02/2018. The type of hazardous waste to be transported: used oil, used battery, old lamps, used chemical container, contaminated waste and used filter.</p> <p>PT. Inti Indosawit Subur Muara Bulian reported the hazardous waste management per 3 monthly bases, to Assisten Deputi Urusan Administrasi Pengendalian Limbah B3 Kementerian Lingkungan Hidup RI, PPE Sumatera, Kepala Kantor Badan Lingkungan Hidup Provinsi Jambi, Kepala Badan Lingkungan Hidup Kabupaten Batanghari under "Laporan Pelaksanaan Penyimpanan Limbah B3 PT Inti Indosawit Subur (Jambi) period April – June 2017, No.06/IIS-KMB/Ext/07/2017" dated 4 July 2017.</p> <p>The sampled transporting manifest of hazardous waste: "Berita Acara Serah-Terima Limbah B3 dari PT. Inti Indosawit Subur Muara Bulian kepada PT. Shali Riau Lestari No.01/IIS-KMB/II/2017" date 5 February 2017, hazardous waste store sent 1 drum used oil (200 liters), 0.25 drums waste oil and sludge, 0.5 drums filters, 6 drums empty herbicide container, 0.25 drums medical waste, 0.1 drum used lamp, 154 kg old batteries (11 pcs); transported via PT. Shali Riau Lestari.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Manifest No.AAO0008794 for transport of 0.25 drums of medical waste on 05 February 2017, through PT. Shali Riau Lestari to PT. Wastec Int'l. Manifest No.AAO0008795 for transport of 6 drums of empty herbicide container on 5 February 2017, through PT. Shali Riau Lestari to PT. Wastec Int'l.</p> <p>Smallholders: Environmental Management for Small Farmers Training which incorporated the disposal method of waste has been provided to all the smallholders including the workers. Training record was documented. All the members have attended the training for handling all chemical containers in the oil palm plantations. Interviewed the smallholder and confirmed that surplus chemical containers disposed of such that there is no risk of contamination of water sources or to human health. The disposal through the seller. These containers subsequently sent to authorised collectors by the sellers. Casual workers who work for the smallholders will collect it back and sent to recycler or recycle for field activities such as spraying.</p>	
<p>5.3.3</p>	<p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>- Minor compliance –</p>	<p>NC Ref# 1503754- 201707-N5 Status: OPEN</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholders: The documented waste management and disposal plan available at the group level, as per document of "Identifikasi Sumber Pencemaran dan Emisi", updated on 2 February 2017. All the members have attended the training for on waste management and disposal in the oil palm plantations. All the members have attended the training for on waste management and disposal in the oil palm plantations Training presentation slides, attendance list, minutes and documentation are available.</p> <p>Non Conformity: Based on interview with some individual member sample in hampan 43 (kav. 5,6,7), hampan 44 (kav. 31), Hampan 53 (Kav. 22,23), Hampan 54 (Kav. 131, 132) , Hampan 61 and 106 confirmed that they performed disposal of inner bag by burning.</p> <p>Root Cause Analysis: The farmers do not understand the policy of ICS managers related to the prohibition of burning in their plantation activities.</p> <p>Corrective Action: Disseminating to farmers in hampan 43 (kav. 5,6,7), hampan 44 (kav. 31), Hampan 53 (Kav. 22,23), Hampan 54 (Kav. 131, 132) , Hampan 61 and 106 related to ICS's policy managers against prohibition of burning in their plantation activities. Conducting socialization to farmers related to policy of ICS manager related to burning ban in their plantation activities The Minor NC remain OPEN and will be verified on the next assessment.</p>	
Criterion 5.4		

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
Efficiency of fossil fuel use and the use of renewable energy is optimized.		
5.4.1	<p>A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.</p> <p>- Minor compliance –</p>	<p>All energy used in both mills is monitored and recorded under document of "Pemakaian Energi PMB 2017". Fossil fuel records are maintained and trends shown. Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. Company already maximise the renewable energy use. All the shell and fibre is consumed internally as boiler fuel.</p> <p>Until June 2017, FFB processing in Muara Bulian Palm Oil Mill 128,646 tons, producing 26,192 tons CPO. From the process, mill was producing 16,529 tons and used fo boiler (1 kgs of fiber x2300 Kcal). PMKS Muara Bulian aslo producing 11,742 tons of shell (whereby 1 kg shell x 3400 Kcal).</p> <p>Fossil fuel usage is recorded for operational purpose, including the efficiency analysis.</p> <p>Smallholders: Group Manager and ICS Kebun Plasma Muara Bulian has prepared a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy, under document "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", following plan to mitigate polluting activities, i.e: Conduct periodic mapping with meetings/participatory mapping with each site to understand sources of GHG emmissions & fossil fuel use; Update register of all polluting activities and GHG emission sources at site;</p> <p>Non conformity: Based of document review and interview with ICS staff, there are confirmed that Group Manager in Kebun Plasma Muara Bulian has not prepared a plan for improving efficiency of the use of fossil fuels and to ptimize renewable energy.</p> <p>Rootcause Analysis: The unavailability of fossil fuel usage efficiency plans and optimization of renewable</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>energy usage.</p> <p>Corrective Action: Create an efficiency plan on the use of fossil fuels and optimize use of renewable fuel Regularly updated an efficiency plan on the use of fossil fuels and optimize use of renewable fuel NC Minor remains OPEN and will be verified on the next assessment.</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>			
5.5.1	<p>Records of land clearing with zero burning shall be available, referring to the ASEAN Policy on Zero Burning (2003) or other recognised techniques based on the existing regulations.</p> <p>- Major compliance -</p>	<p>The company has updated zero burning policy as documented in “Kebijakan Perusahaan, 01 December 2014”: Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan secara aktif mendukung inisiatif mencegah dan mengawasi kebakaran hutan dan asap.</p> <p>A system is in place to monitor fire risk in plantation. The fire risk monitoring is based on rainfall measurement and number of raining day; the result recorded under “Status Resiko Kebakaran” and exposed on fire risk notice board. Fire patrol carried out on regular basis.</p> <p>No open burning was noted during field visit and interviewed with local communities and workers.</p> <p>Based on field visit to replanting area, no burning for replanting area. Furthermore, company demonstrates contract for land preparation using mechanical method “Surat Perjanjian Kerja Ref: 063/MM-AS/EXT/01/17 between PT. Inti Indosawit Subur and PT Bareksa Anugerah Sejahtera tentang Replanting Oil Palm areal Mineral 2017” dated 10 January 2017, for areal 259 Ha. The mechanical process indicating job specification such as ripping, felling.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: Group manager has prepared the policy that there were no land preparation by burning, as per "Kebijakan Manager Group ICS" dated 2 December 2016, in poin 6: "Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap". The policy has communicated to individual member and available in guidance book (Buku Pintar) which distributing to all farmers as well as the information display on the notice board in filed also emphasize on the no use of fire policy. Based on interview with individual member has been understand to no bunnring on land preparation. Training has been provided. Based on Guidance Book (Buku Pintar Petani) has been provided to group members, covering the criteria of the No Burning Policy. As in booklet- "Panduan Pengurusan Kebun Kelapa Sawit Mapan" distributed to every Group Member.</p>	
5.5.2	<p>Where fire has been used for eradication of pest during replanting, the records of the analysis of the use of fire and permit from the authorised agency shall be available. - Minor compliance -</p>	<p>There are no any open burning was noted for land preparation. Report for replanting showing no fire was used during replanting activity. Record for replanting progress provided in "Program dan Realisasi Replanting 2017" that stating felling and chipping with excavator, e.g: in February (78 Ha), March (82 Ha), April (39 Ha), May (75 Ha), June (52 Ha), total producing of felling 42,129 trees. Smallholders: During field visit there is no replanting activity, ICS has a policy of zero burning for replanting activity.</p>	Comply
<p>Criterion 5.6 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			
5.6.1	<p>Document(s) assessing pollution and emission sources, including gaseous, particles, soot</p>	<p>List for assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent provided in document "Identifikasi Aspek Dampak</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>emissions and effluent, shall be available. (see Criterion 4.4)</p> <p>- Major compliance -</p>	<p>Lingkungan for PMKS dan Estate in Muara Bulian, updated on 5 January 2017. The identification listed all relevant activities that generate pollution and emission from office, plantations, palm oil mill, mill effluent treatment up to workers activities. The company has developed pollution and emission reduction plan. The plan covers planning, implementing plans and monitoring activities generating pollution and emission.</p> <p>POME application/Land application permitted for plantation in mineral soil.</p> <p>Identification of pollution and emission sources recorded under Environmental Aspect & Impact.</p> <p>See in appendix I for Muara Bulian POM GHG_Palm Calc 3.1.0.</p> <p>Smallholders: SEIA – HCV Report lists all activities with environmental impacts (pollutants, emissions etc) and assessment results show the likelihood and risk of each. Options to improve on each activity rated as Moderate and Poor are provided as recommendations.</p>	
<p>5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.</p> <p>- Major compliance -</p>	<p>Identification of pollutant and GHG, such as: usage of inorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME.</p> <p>Identification of significant pollution and GHG emission in each unit/station as documented in "Environmental Aspect & Impact List", consist of: input, environmental aspect, caused, environmental impact potential, and control.</p> <p>The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fibre and sell for boiler, etc. Group Manager has identified significant pollutants and greenhouse gas (GHG) emissions and Plan to reduce or minimised under document "Evaluasi Aspek – Dampak Lingkungan", dated 1 February 2017.</p> <p>Smallholders: Group Manager has identified significant pollutants and greenhouse gas (GHG) emissions and Plan to reduce or minimised under document "Evaluasi Aspek –</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		Dampak Lingkungan”, dated 1 February 2017.	
5.6.3	<p>A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.</p> <p>- Minor compliance –</p>	<p>Emission monitoring system by using “RSPO PalmGHG” system calculation. Emission from estate and mill operation was calculated and monitored, emission reduction achieved.</p> <p>The result of GHG calculation available in appendix I.</p> <p>Monitoring of any pollutant has been done in daily, weekly and monthly basis, report of monitoring was recorded in the “RKL/RPL” report, and this report submitted to the related institution every 6 month.</p> <p>The company has prepared a strategy in effort to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and Genset, water quality test for river (upstream and downstream), effluent water quality, noise, etc.</p> <p>Smallholders: Mitigation measures for significant pollutants and identify sources of emissions is available, under: “Hasil Identifikasi Sumber Polusi di Perkebunan Petani (Pencemaran dan Emisi)”, updated on 1 February 2017.</p>	Comply
Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills			
Criterion 6.1			
Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>Social Impact Assessment was conducted as documented in “Social Impact Assessment PT Inti Indosawit Subur Kebun Muara Bulian including Scheme Smallholder” on 2011 by Fakultas Kehutanan Institut Pertanian Bogor. This social impact assessment is also done with a direct approach with affected communities by FGD method conducted on 5 to 10 March 2011.</p> <p>Smallholders:</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Social impact Assessment conducted on 1 June 2011 by cooperation between PT. Inti Indosawit Subur and Fakultas Kehutanan Institute Pertanian Bogor. The social risk have been identified for some aspect:</p> <ul style="list-style-type: none"> a. tenurial aspect; b. social aspect related infrastructure; c. employment, industrial relation and workforce absorption aspect; d. environmental aspect; <p>The social impacts with the participation of internal and external stakeholders such as management, local communittee, head of araoud village (Bulian Jaya, Kehidupan Baru, Danau Embat village etc.) farmers and workers and the government bodies relate. Evidence of participation with affected parties is to use a questionnaire conducted on June 20, 2011.</p> <p>Based on interview with farmers that generally farmers was understanding of the social risk of their operation. Interview with farmers at KUD Buah Sakato, hamparan 54 (Kapling 156 and 132), KUD Subur Makmur, hamparan 43 (kapling 5, 6 and 7) and also KUD Makmur Rezeki on hamparan 10 and 40 (kapling 329, 313, 2799 and 976).</p>	
6.1.2	<p>There shall be evidence that the assessment has been conducted with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>Assessment of aspects of social impacts is done by several methods, including:</p> <ul style="list-style-type: none"> - Focus Group Discussion (FGD) - Deep interview - Structured Interviews - Field observation <p>Evidence of participation with affected parties is to use a questionnaire conducted on March 5-10, 2011, questionnaires can be demonstrated at the time of the audit. During the preparation for Social Impact assessment team and company management have involved communities through interviews and meetings with village peoples, farmers, village officials and regency officials.</p> <p>Smallholders: Social Impact Assessment was conducted as documented in "Social Impact</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Assessment PT Inti Indosawit Subur Kebun Muara Bulian including Scheme Smallholder” on 2011 by Fakultas Kehutanan Institut Pertanian Bogor. Evidence of participation with affected parties is to use a questionnaire conducted on June 20, 2011.</p>	
<p>6.1.3</p>	<p>Plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones, based on social impact assessment, through consultation with the affected parties, shall be available, documented and timetabled, including responsibilities for implementation.</p> <p>- Major compliance -</p> <p>PT Inti Indosawit Subur-Muara Bulian Estate, the Mill and also scheme smallholder has established a plan to address and correct the problems contained in the social impact study in the form of a "Rencana Kelola Dampak Sosial", consisting of a management plan:</p> <ul style="list-style-type: none"> - Field of tenure/land tenure - Social field - Field of Community Empowerment. - Employment field - Environmental field <p>For example: Employment and opportunities; impact management: prioritizing local employment in accordance with education and skills learned in September 2016 of 40 local workers from Puh Island village, Merlung, Tanjung Paku. Based on the public consultation in December 2016 and reported in the report “Pengelolaan Dampak Sosial Periode 2016”, the community is satisfied with the openness and transparency of employment opportunities.</p> <p>Smallholders: PT IIS-Muara Bulian Estate, the Mill and also scheme smallholder has established a plan to address and correct the problems contained in the social impact study in the form of a "Rencana Kelola Dampak Sosial", consisting of a management plan:</p> <ul style="list-style-type: none"> - Field of tenure - Social field - Field of Community Empowerment. - Employment field and - Environmental field 	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Example:</p> <ul style="list-style-type: none"> ▪ Employment and opportunities; impact management: prioritizing local employment in accordance with education and skills learned in September 2016 of 40 local workers from Puh Island village, Merlung, Tanjung Paku. ▪ Based on the public consultation in December 2016 and reported in the December 2016 the report "Pengelolaan Dampak Sosial Periode 2016", the community is satisfied with the openness and transparency of employment opportunities. <p>ICS group manager has organise of SPO Training which is a compulsory training for all the group members has incorporating the social elements such as child labour, basic human rights, no force labour and etc.</p> <p>Verified the training records, that last training conducted on September 2016 of 40 local workers from Pulo Puh village, Merlung, Tanjung Paku.</p>	
6.1.4	<p>The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties.</p> <p>- Minor compliance –</p>	<p>The Company is consistent in conducting periodic review of social studies (minimum 2 years basis), from identification of social impacts in 2011, latest review conducted in 2017.</p> <p>SIA results of the review period, 2017 and based on the results of consultation with stakeholders and the society around them on December 2016, are:</p> <ul style="list-style-type: none"> - The socio-economic and cultural level of the surrounding community shows a very significant improvement, this can be seen in the development of the developed and developing villages and the welfare of the community is getting better - Social conflicts with surrounding communities are not significantly visible. - Steps of approach after the review of SIA in the period 2017 is to conduct "study level socio-economic community around". <p>Smallholders: Social Impact assessment PT Inti Indosawit Subur Muara Bulian Estate and Mill and included Plasma performed on 2011, last review performed on March 2017.</p>	Comply
6.1.5	Particular attention shall be paid to the impacts of	Social Impact Assessment was conducted as documented in "Social Impact Assessment PT Inti Indosawit Subur Kebun Muara Bulian including Scheme	Comply

Criterion / Indicator		Assessment Findings	Compliance
	<p>smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance -</p>	<p>Smallholder” on 2011 by Fakultas Kehutanan Institut Pertanian Bogor. This social impact assessment is also done with a direct approach with affected communities by FGD method conducted on 5 to 10 March 2011. Where in chapter VI addressed specifically on the impact of the presence of PT Inti Indosawit Subur to farmers/communities around either positive or negative effects.</p> <p>Smallholders: There was an impact of replanting programme related the scheme smallholder form. Implementation of plasma scheme has been informed to all member especially an area are going to replanting. Socialization related the form of scheme has been performed on 19 April 2016 its also attended by “Dinas Perkebunan”.</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>			
6.2.1	<p>Communication and consultation procedures shall be documented.</p> <p>- Major compliance -</p>	<p>Company has developed a communication procedure under “Mekanisme Penanganan Permintaan Informasi Stakeholder “(No. SOP; AA-GL-5008.1-R1) dated 22nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted.</p> <p>Smallholders: The Consultation and communication procedures as documented in “Mekanisme Komunikasi, konsultasi dan keluhan, dated 3rd January 2011. The consultation & communication procedure displayed on the site’s public notice board and also there was in “Buku Pintar) belongings to the farmers. At site, logbook for records of all communications. Stakeholder communication/ logbook has been implemented. Communication with the government authorities and the project partner are through email and has been documented.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		The members are understand the ways of communication such as through meeting with field assistants, notice displayed on the notice board in KUD and on "Buku Pintar" as hand book for farmers and Oil Palm Management guideline distributed to each of the members.	
6.2.2	The company shall have official(s) who is responsible for consultation and communications with parties. - Minor compliance -	The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations Department – Humas PT Inti Indosawit Subur Muara Bulian. Smallholders: Group Manager has been appointed as the overall responsible person. All communications between the farmer and the Manger Group appointed to responsible by assistant plasma (there are 4 assistants) on plasma Muara Bulian plantations.	Comply
6.2.3	The company shall have a list of stakeholders, records of communications, 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. - Minor compliance -	List stakeholder is available and records of stakeholders communication and consultation were being documeted into "Buku Masuk". List stakeholder updated on 3 rd January 2017 consists of PT. IIS-Muara Bulian Estate and Mill. Smallholders: The stakeholders register which recorded all the list of stakeholders recorded on "Daftar Nama Stakehollder Plasma Muara Bulian", dated 2 January 2017, such as kepala desa, Dinas koperasi & UMKM, Polsek Maro Sebo Ilir, etc.. At site, logbook for records of all communications. Stakeholder communication/ logbook has been implemented. Communication with the government authorities and the project partner are through email and has been documented. Information request from stakeholder and it response such as: - Dated 4 March 2017 from Mr. Usman KUD SP4, related FFB pricing mechanism, whereby the FFB price outside was higher, has been response by 5 March 2017 - Dated 18 April 2017 from Mr. Anwar KUD SP4, related re reviewing the deduction of FFB, has been response by 18 April 2017.	Comply
Criterion 6.3			

Criterion / Indicator	Assessment Findings	Compliance
There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.		
6.3.1	<p>The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence.</p> <p>- Major compliance -</p> <p>Company has established a mechanism to response complaint from external party, as written in "Mekanisme Penanganan Keluhan" – complaint handling mechanism (No.SOP-AA-GL-5005-R0 01) while complaint from internal party regulated under "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" – Employee' complaint and resolution mechanism (No.SOP-AAHR-3008-R0 05). Company has also prepared "Mekanisme Jaminan Pelapor dan Pengungkapan Kasus" prepared by Public Relation officer PT Inti indosawit Subur on 01/12/2015. The mechanism has explained policy to protect complainant/whistle blower anonymity – if requested.</p> <p>These mechanisms has been communicated to external parties and disseminated to all employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p> <p>Smallholders: The scheme smallholders has mechanism of consultation and communication in "Mekanisme Komunikasi, Konsultasi dan Keluhan", dated 3rd January 2011. The procedure or has communicated to all member on 10 January 2017 and also recorde into the "Buku Pintar" each of farmer. Record of grievance and its handling and report, such as: - Dated 23 Novermber 2016 from Ketua KUD Tuah Sakato; related deduction of payment for road maintenance. - Dated 18 March 2017 from Ketua KUD Subur Makmur; request for weighbridge nota.</p>	Comply
6.3.2	<p>There shall be records of process and outcome of dispute resolution.</p> <p>- Major compliance -</p> <p>Muara Bulian Estate and Mill has recorded all grievance or dispute from workers and stakeholder in the log book "Monitoring Keluhan Karyawan/stakeholder". Sample seen: - On 17/04/2017 there was damage in the housing employees (the bathroom floor</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>was broken and the bathroom door was broken) has been followed up/repared on 18/04/2017</p> <ul style="list-style-type: none"> - Dated 23/04/2017 on behalf of Nanang P, related request to manage cleaning water to the housing and has been followed up on 25/04/2017. - Dated 29/05/2017 on behalf of Samidar (masjid) related request for repair of broken floors (cracked) and has been followed up on date 31/03/2017. - Dated 17 Maret 2017 on behalf of Suriyadi, related request for repairing the roof of a leaky room, has been followed up on 19 March 2017. - Dated 30 may 2017 on behalf of Roni, related for repair of doors, has been followed up on 2 June 2017 <p>Based on an interview with the head of Union Workers (Serikat Pekerja), there were complaints from employees related to the electricity usage subsidy of Rp 40,000 per month. The complaint has been addressed by management by meeting with Bipartite on April 18, 2017 and has been proposed to the management subsidy of Rp 151,049 per month.</p> <p>Complaints about road watering due to dust during the dry season in the housing environment of employees, the company has set a schedule of watering of housing roads 2017 per month, i.e the implementation carried out once a week took turns in each employee housing.</p> <p>Smallholders: The scheme smallholders has mechanism of consultation and communication in "Mekanisme Komunikasi, konsultasi dan keluhan", dated 3rd January 2011. Up to date, no dispute has been recorded.</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.

Criterion / Indicator	Assessment Findings	Compliance
<p>6.4.1 A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court.</p> <p>- Major compliance –</p>	<p>There is a mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to “Penanganan Konflik Lahan” dated 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook. PT Inti Indosawit Subur Muara Bulian has not acquiring any additional land and not involved in any land compensation payments. Therefore the mechanism only applicable to resolve land dispute within company’s HGU. Land ownership from previous landowner becomes important document in order to continue negotiation process against land claim. Land claim without supporting evidence of land ownership, will be treated with approach and legal manner.</p> <p>There is no negotiation/compensation payment currently. The company has settled all land compensation since at the beginning of land preparation process.</p> <p>Smallholders: The smallholder (Plasma Muara Bulian) area is a PIR-TRANS farmer that has been mapped in a land title certificate authorized by BPN. The land map is listed in 3,318 ownership certificates (SHM) of farmers as of July 2017.</p> <p>Non Conformity: Based on interview and document review in Plasma Muara Bulian, can not be demonstrated a procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>Rootcause Analysis:</p>	<p>NC Ref # 1503754-201707-M3</p> <p>CLOSED on 18 September 2017</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Not available yet a procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation.</p> <p>Corrective Action: Group manager Plasma Muara Bulian has been made the procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation. The procedure documented in "Mekanisme Perhitungan Kompensasi Konflik Lahan Petani Anggota ICS" SOP No. 030/DOK/SOP/AA/2016, dated 3 August 2017. Procedure explain the mechanism of identifying people entitled to compensation and a procedure for calculating and distributing fair compensation. Major NC is CLOSED on 18 September 2017.</p>	
6.4.2	<p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>There is a mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to "Penanganan Konflik Lahan" effective 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained. The compensation calculated based on agreement of both parties through negotiation – upon participative measurement, and recorded under an agreement.</p> <p>Smallholders: The smallholder (Plasma Muara Bulian) area is a PIR-TRANS farmer that has been mapped in a land title certificate authorized by BPN. The land map is listed in 3,318 ownership certificates (SHM) of farmers as of July 2017.</p>	Comply
6.4.3	<p>Compensation claims, process and outcome of any negotiated agreements shall be documented,</p>	<p>As an output from land dispute resolution process, an agreement between both parties and/or copy of court ruling will be required. No any land compensation due to no customary land and/or local community land</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	with evidence of the participation of affected parties. - Major compliance –	rights within the company area. Smallholders: The smallholder (Plasma Muara Bulian) area is a PIR-TRAN farmer that has been mapped in a land title certificate authorized by BPN. The land map is listed in 3,318 ownership certificates (SHM) of farmers as of July 2017.	
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.			
6.5.1	Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. - Major compliance -	PT Inti Indosawit Subur Muara Bulian determines minimum wages based on the Government regulation every year. The minimum wages in 2017 as regulated in "Surat Decree of Governor of Jambi no. 919/KEP.GUB/DISSOSNAKERTRANS/2016, dated 1 January 2017 is Rp. 2,063,948.63,-/month PT Inti Indosawit Subur Muara Bulian has followed the minimum wage regulation issued by the Regency each year as outlined in the Memorandum Head HR of PT IIS No. 011/HR-AAS/MEMO/05/17, dated 27 May 2017 concerning the Increase of Workers' Wages. Based on review of workers payments slip, there is no worker paid below minimum wages, e.g. payment slip in June 2017 on Behalf Nopen Sembiring 22 working days, details: gaji pokok as Rp 2,095,500,-, fring benefit Rp 558,800,- overtime Rp 2.565,724,-, deductions Rp 149,843 (from absence, BPJS-Kesehatan and BPJS Ketenagakerjaan), take home pay as Rp 4.511,381,-. Basic Salary above was excluded rice allowance: 15 kg/employees, wife 9 kg, children 7.5 kg/each for 3 children (rice price; Rp. 8.350/kg in June 2017) Based on review document of list payment, it was found that the company has paid salary as regulated by government. Smallholders:	Comply

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>The minimum wages in 2017 as regulated in "Surat Decree of Governor of Jambi no. 919/KEP.GUB/DISSOSNAKERTRANS/2016, dated 1 January 2017 is Rp. 2,063,948 per month</p> <p>The KUDs has paid salary for the workers more than minimum wages, e.g. in KUD Tuah Sakatao Payment salary June 2015 for Mr. Sahid (Ketua Koperasi) Rp. 3,800,000, Mr. Arpandi (Clerk) Rp. 2,700,000, Mr. Rohmah (Karyawan Pupuk dan Saprodi) Rp. 1,800,000, Mr. Ariduan (Staff) Rp. 2,100,000.</p> <p>Base on interview with the farmers that some activities is done by PT IIS employees (especially for spraying activity by Team TUS), while the harvest activities is done by farmers owner and parts is by daily workers paid with "borongan system" range Rp 130,000 – Rp 150,000 per ton FFB.</p>	
<p>6.5.2</p>	<p>Collective Labor Agreement/Company Regulation, in accordance with the manpower regulations, shall be available in understandable language; and explained by the management or Labor Union to the workers.</p> <p>- Major compliance -</p> <p>Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017) Based on document review, it was noted that term and condition, such as: working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by labour union.</p> <p>All employees also has signed contract with detail term and condition, included temporary workers e.g. contract with Mr. Asrian Pulungan, no 004/IIS-KMB/SPK/VI/2016, dated 11 June 2016.</p> <p>Smallholders: The ICS Group Manager communicate the relevant law and regulations through:</p> <ol style="list-style-type: none"> a. Training (for every members) b. Display at the notice board and "Buku Pintar" c. List of legal register <p>Besides, the group manager ensure that members comply with the laws through regular site visit and interview with farmers</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		Quarterly update of monitoring sheets for existing members on total number of workers employed. Latest update on 28 February 2017.	
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>The company has prepared facilities for their workers, such as: housing, educational facilities (elementary and early childhood), polyclinics, religious facilities (mosques, churches and temples), and sports facilities (soccer field, badminton, table tennis and field, volly). Below are the list of facilities in PT Inti Indosawit Subur:</p> <ul style="list-style-type: none"> - Housing; Staf (18 units), type D1(22 units), Type E1 (191 units), - Kindergarden (1 unit), - Clinic (2 units), - Mosque (3 units), - Church (1 units), - School bus (4 units), - Ambulance (1 unit), - Minimarket which managed by company cooperative (1 units); Koperasi karyawan Jaya Abadi, - Community hall (1 units), - Sport facilities (football, volley ball, tennis, badminton, etc. <p>Mill:</p> <ul style="list-style-type: none"> - Housing Type B/CM (1 unit), Type C (4 Unit), Type D (5 unit), type E (38 Unit), - Polyclinic (1 units) - Mosque (2 units) - Church (1 unit) - School bus (1 units) - Ambulance (1 unit) - Sport facilities <p>The company has also facilitated its employees for water supply by building pump wells in each emplacement and electricity with the distribution of PLN (and its payments are subsidized by the company, for each house Rp 40,000 per month). Clean water quality for consumption analyze each semester by Laboratory testing Sucofindo, latest analysis conducted on 17 October 2016. Result of analysis can be</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>demonstrated during audit and the result was shown that all parameter analyzed was met with the quality standard of clean water which determined in Permenkes No. 416/MENKES/PER/IX/1990 dated 3 September 1990.</p> <p>Smallholders: The ICS group manager ensure that members comply with the laws through regular site visit and interview with farmers. Quarterly update of monitoring sheets for existing members on total number of workers employed. Latest update on 28 February 2017. Not applicable as all of the workers are considered as casual workers. They were staying at their own houses.</p>	
6.5.4	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>The company has minimarket which managed by the cooperative and traditional market is nearby surrounding company area, mostly goods needed by employees is provided by the minimarket. Price in minimarket was affordable and cheaper than traditional market nearby company area. Price control by cooperative and all member including workers and company management.</p> <p>Smallholders: Not applicable as all of the workers are considered as casual workers. They were staying at their own houses and obtain their food themselves.</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>			
6.6.1	<p>A record of the company's policy in understandable language recognising freedom of association, shall be available.</p> <p>- Major compliance –</p>	<p>Freedom of association policy is written in Bahasa Indonesia, so that all employees can understand as stated in "Kebijakan Perusahaan", dated 01st December 2014 "Menghormati hak setiap karyawan untuk membentuk atau menjadi serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif". This policy has been informed to all employees and being placed into notice board in</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>public area and easlily accessed. The company also has made refreshment socialization regarding the company policy to all employe on January 2017.</p> <p>Smallholders: The Group Manager – Muara Bulian have policy ethical conduct in “Kebijakan ICS” dated 1st March 2015: berkomitmen berperilaku etis pada seluruh transaksi dan operasi, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya (commitment to implement code of ethical conduct and integrity in all operation, no corruption, bribery and fraudulent use of fund and resources). This policy has been communicated or socialization to all farmers in all KUD on 6-25 February 2017 and attendance list were avalialable in each KUD.</p> <p>Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them. However, ICS Group Manager has conducted training on the policy during induction training to the members. Last training was conducted on January – February 2017.</p>	
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p> <p>The Company already has union labor officials, based on Decree of the “Dewan Pengurus Cabang Serikat Buruh Sejahtera Indonesia” Branch of Tanjung Jabung Barat district, No. 009.B/SK/DPC.SBSI/TJB/V/2015, dated May 15, 2015 which is chaired by Mr. S. Sitorus. The union labor also has proof of registration in Disnakertrans, No. 560/95/4.1/Penc.SP-SB/VII/DSTKT/2015, April 23rd, 2015.</p> <p>Records of meetings of SBSI (union labor), sample seen:</p> <ol style="list-style-type: none"> 1. Dated 18 April 2017; Discussion regarding subsidized electricity cost of PLN 2. Dated 17 January 2017; Discussion regarding the SBSI Work Program in 2017. 3. Dated 30 September 2016, Discussion regarding regular meeting schedules with PT. Inti Indosawit Subur management for the period of 2017. <p>Smallholders: Most of the farmers are managed their land independently and they recruited casual workers. Therefore, they do not form or join any association. However, they are organized under “Kelompok Tani” and cooperative “Koperasi Unit Desa”.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
Criterion 6.7 Children are not employed or exploited.		
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p> <p>The company has own policy signed by management on 01st December 2014 that stated that: "It is not allowed all children to work in every activities/processes in company".</p> <p>Based on document review of list of workers, interview with workers and observation during field visit, it was found no workers hired less than 18 years.</p> <p>List of employee called by "Daftar Karyawan" consisted of private worker's data including their age showed that there were no underage workers. Cross checked randomly on field observation, it was confirmed that there were no underage children are being employed.</p> <p>Sample taken:</p> <p>Muara Bulian Estate: the youngest worker is Mr. Sunarto (birth: 24 Dec 1997, joined in the company on 8 March 2015 – 19 year and 6 month).</p> <p>Muara Bulian Mill: the youngest worker is Mr. Poltak P Simanulang; birth: 13 April 1994, joined in the company on 3/1/2013 – 23 years and 2 months.</p> <p>Smallholders:</p> <p>Child labour policy is documented in "Kebijakan ICS" dated 01 January 2017" which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (It is not allowed all children to work in every activities/processes in the KUD).</p> <p>Based on interview with workers/members and observation during field visit, it was found no workers hired under 18 years.</p> <p>The members were aware of the policy of child labour. They do not recruited any children to work in the farm.</p>	Comply
Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is		

Criterion / Indicator		Assessment Findings	Compliance
prohibited.			
6.8.1	<p>A company's policy on equal opportunity and treatment for work shall be available and documented.</p> <p>- Major compliance –</p>	<p>Equal Opportunity policy is stated in "Kebijakan Perusahaan", dated 01st December 2014 "Company Treats employees fairly, whether in terms of acceptance, judgment, conditions and work environment, and representation irrespective of race, tribe, caste, national origin, religion/faith, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>This policy has been informed to all employees and being placed into noticed board in public area and easlily accessed.</p> <p>Company also has SOP about the new employment recruitment. According on SOP CR. 01.01 about "Penerimaan Karyawan Baru" (Reqrutment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications.</p> <p>Smallholders: ICS Group Manager Policy ", dated 1st August 2013 stated: "Memperlakukan seluruh karyawan koperasi secara adil dan menghormati HAM, serta keterwakilan tanpa memandang suku, kasta, asal negara, agama/kepercayaan, cacat, jender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur" – to treat all employees fairly, whether in terms of acceptance, judgment, conditions and work environment, and representation irrespective of race, tribe, caste, national origin, religion/faith, disability, gender, sexual orientation, union membership, political affiliation and/or age</p>	Comply
6.8.2	<p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.</p> <p>- Major compliance –</p>	<p>During audit performed interviews of male and female workers, they confirmed that the company anti-discrimination policy was strictly enforced. They were not aware or found any cases of discrimination in company. Document review of workers salary payment as well did not find any evidence of discrimination.</p> <p>Smallholders: Most of the farmers are managed their land independently. They recruited casual</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		workers which mean they hired anyone that is free to work for them.	
6.8.3	Records of evidence that equal opportunity and treatment for work shall be available. – Minor compliance -	<p>The company has had procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.</p> <p>The company is conduct performance evaluation of workers annually as documented in "Rekapitulasi Appraisal PB 2016, with scoring for work quality, work quantity, behavior/attitude, team work, discipline, responsibility.</p> <p>Based on interview with workers, both of male and female were confirmed that there was no discrimination on working opportunities, all workers were treated equally and has same opportunity. Records of employee's recruitment and its contract agreement were available.</p> <p>Smallholders: Most of the farmers are managed their land independently. They recruited casual workers which mean they hired anyone that is free to work for them.</p>	Comply
Criterion 6.9			
There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –	<p>The company has policy to prevent sexual and all other forms of harassment and violence as stated in policy "Kebijakan perusahaan", dated 01st December 2014 "Prevent sexual harassment and other forms of violence against women and protect their reproductive rights".</p> <p>Implemented policy on prevention of sexual harassment and violence against women, the policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p> <p>Smallholders: Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		Organization has policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" dated 1 March 2015" which stated "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya" (prevent sexual harassment and violence as well as protect reproductive rights for women).	
6.9.2	<p>A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>A policy to protect the reproductive rights as it is found in company policy that's signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak reproduksinya (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)".</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, menstruation leave, regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides/chemical.</p> <p>Smallholders: Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them.</p> <p>Organization has policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" dated 01 March 2015" which stated "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya" (prevent sexual harassment and violence as well as protect reproductive rights for women).</p>	Comply
6.9.3	A specific grievance mechanism which respects anonymity of complainants where requested, and	The company has the Standard Operating Procedure, No. SOP: XX-HR-308.5-R0; Revision: 0, dated 11/12/2009: Employees complaints: submission and settlement Mechanism for complaints management where it needs to protect its confidentiality	Comply

Criterion / Indicator		Assessment Findings	Compliance
	<p>as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p> <p>- Minor compliance –</p>	<p>for complaint submitter was found in company policy's draft as in one of points of this policies stated that: "To provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance. Based on interview with gender committee shown that they have good understanding on complaint submission mechanism and have annual program including dissemination on female worker's rights.</p> <p>Smallholders: The scheme smallholders has mechanism of consultation and communication in "Mekanisme Komunikasi, konsultasi dan keluhan", dated 3rd January 2011. Base on log book of record there is no complaint was received during this audit.</p>	
<p>Criterion 6.10 Growers and millers deal fairly and transparently with smallholders and other local businesses.</p>			
6.10.1	<p>Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available.</p> <p>- Minor compliance -</p>	<p>The company has displayed the FFB price in Mill's notice board and FFB supplier or smallholders able to access the FFB price by phone and local media as well. The price determined by Tim Penetapan Harga from local government with grower and smallholder. There were current and past prices available such as prices for 10-6 2017 untill 10-06-2017 based on "Berita Acara Hasil Rapat Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Jambi". Price of FFB for planting age 20-25 year is Rp.1,750. There was no complaint from supplier/smallholder regarding to the FFB price.</p> <p>Smallholders:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>The group manager regularly informed the current price of FFB determined by "Dinas Perkebunan Provinsi Jambi". FFB price information was displayed in front of the office as well.</p>	
<p>6.10.2 Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented (where these are under the control of the mill or plantation). - Major compliance -</p>	<p>The company has provided explanation on the FFB pricing formula and based on interview with third party supplier, they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p>The company has provided explanation on the FFB pricing formula based on government FFB price determination. There are 2 FFB price formula in Mill, such as:</p> <p>1. FFB Price formula for Plasma $FFB\ Price = K\ Index\ [(CPO\ price \times OER) + (PK\ price \times KER)]$ The FFB price is divided based on planting ages (3, 4, 5, 6, 7, 8, 9 years, 10 – 20 years, 21, 22, 23, 24 and 25 years), the differences of prices from OER and KER.</p> <p>2. FFB price from third parties: $CPO\ Price - Transport\ cost \times OER = X$ $PK\ price - Transport\ cost \times KER = Y$</p> <p>----- + Total $= XY = A$ Processing cost $= B$</p> <p>----- - FFB Gross price $= (A-B)=C$ Miscellaneous cost $= D$</p> <p>----- - FFB price $= C-D$</p> <p>Smallholders: The general pricing mechanism was determined by "Pemerintah Provinsi Jambi Dinas Perkebunan" based on "hasil rapat tim penetapan harga TBS Kelapa Sawit yang terdiri dari perwakilan perusahaan, petani dan pemerintah. Pricing was determined according to average price of CPO, average price of Kernel, and indeks K and planted age.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>The group manager has been recorded the general pricing mechanism used by the purchaser/s of the FFB and disseminated to all member group.</p> <p>Interviewed with the members found that they were understood the pricing of FFB that they sold to Muara Bulian POM. They informed that the price is according the price determined by "Dinas Perkebunan Provinsi Jambi" each weeks. The current selling price was displayed in front of the office as well.</p>	
6.10.3	<p>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>The agreement/contract documents between third party FFB supplier and organisation is sighted and presented in "Perjanjian Kerjasama Kemitraan". All contracts are acknowledged by all parties as part that contain of contract are well understood. The contract contains all relevant information such as payment method, work requirements, force majeure, contract period, cancellation of contract, etc. Contract documents are acknowledged by all parties. Based on document review that agreement between company and third party FFB supplier confirmed that contract is made fairly, legal and transparent.</p> <p>Smallholders: The smallholders were paid in cash once the FFB sent to the dealer. FFB were sold at IDR 1,718.51 (planted age 10 – 20 year) and 1,665.86 (planted age 21 – 24 year) and 1,587 (planted age 1,587.71) for period 19 – 25 May 2017. Besides, the casual workers were paid once they completed their jobs. For eg: Harvester were paid IDR 150,000/tonne FFB</p>	Comply
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>A review to several payment records January - June 2017 demonstrated that the payment has been made via bank transfer. It was appropriate with the related MOU/Agreement.</p> <p>The payment was also been made periodically according to the contract agreement.</p> <p>Smallholders: The smallholders sold the FFB directly to the mill.</p>	Comply
Criterion 6.11			

Criterion / Indicator		Assessment Findings	Compliance
Growers and millers contribute to local sustainable development where appropriate.			
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available.</p> <p>- Minor compliance -</p>	<p>Local contribution by company is detailed in CSR program, consist of Business Partnership, Ecomony Development, Education, Health & Donation.</p> <p>The company has established a Community Development programme – CSR period 2017 comprised of Relationship Building/ Communication programme, Capacity Building for community programme, Livelihood programme, Health programme, Public Facility/Infrastructure programme, Contribution to Religious event & Culture, Contribution to National Day, Donation and Awareness programme.</p> <p>Program plans recorded in CSR 2017 documents, such as:</p> <ul style="list-style-type: none"> - Donation for National and religious religious commemoration events in February 2017. - Assistance for tent-rental business in Bulian Jaya Village in April 2017. - Goat livestock support for self-farming groups in Tidar Kuranji village in July 2017. <p>The realization of the CSR program for the period of 2016-2017 that has been implemented, the realization of CSR program in 2016 until December 2016 reached 97%, -. While the CSR program in 2017 until June 2017 remain in progress to completed.</p> <p>Smallholders: Not applicable. The Plasma Muara Bulian group consists of all members from the local community, this criterion may not be applicable.</p>	Comply
6.11.2	<p>Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur Muara Bulian has effort and resources allocated to improve scheme smallholder. Smallholdings managing are conducted by Special Department headed by Manager Plasma, which oversees 1 chief asistance1 and 5 Assistants (Afd Afd I. II, Afd III, IV and Assistant Afd Grading) and 1 KTU.</p> <p>Scheme Manager/manager Plasma has assist the scheme smallholders to improve their productivity and welfare, such as:</p> <ol style="list-style-type: none"> 1. On April 15th, 2017: Study visit to Topaz (Bukit Sari and Tidar Kuranji Farmer 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Group).</p> <ol style="list-style-type: none"> 2. On June 2017: Technical counseling of oil palm cultivation. 3. On May 2017: Organizational and administrative training in Kemitraan Swadaya Partnership. <p>PT Inti Indosawit Subur Muara Bulian also has give the regular training and coaching to smallholder (KUD, KT and smallholder member) in order to achieve the best management practises and compliance against certification requirement and regulation compliance.</p> <p>Smallholders: The ICS committee including Group Managers, Plasma Muara Bulian Technical Officers, ICS Regional Field Programme Coordinator, ICS Field Assistant and Technical Support, and also the job description for each person was established. (PC, Field Asst). Group Manager- Mr. Sahala Mahulae The group manager responsible to ensures that the group meet the requirements of RSPO standard for Group Certification. Conducted a supervision to all ICS activity, such as allocate resources and cooperate with all parties. Group manager has defined the mechanism for member admission, criteria and requirement for who want to be member and joins the Plasma Muara Bulian based on "Standard Sertifikasi group PT IIS, Kebun Plasma Muara Bulian, Penerimaan Anggota No. 003/DOK/SOP/AA/2016 and Kandidat Anggota Sertifikasi No. 004/DOK/SOP/AA/2016 issued dated 2 December 2016. For example: Land title (SHM), shall have data for related plantation, pest control must implemented as integrated pest management, no disputes on land, comply with relevant regulation, etc. Before joined as the group member, group manager and ICS conducted risk assessment as presented on "Formulir Pemeriksaan Internal Petani plasma". After the members met Plasma Muara Bulian requirement only accepted as the group member.</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>Baseline interviews and farm audits will need to be completed prior to membership sign up including application form, pre-inspection and checking on appropriate documents of farmers and internal approval.</p> <p>The Plasma Muara Bulian – PT IIS programme which Mr Sahala is the Group manager, is managed independently. Group manager has been signed "Surat Pernyataan Independensi ICS/Sub ICS" dated 8 December 2016.</p>	
<p>Criterion 6.12 No forms of forced or trafficked labor are used.</p>			
6.12.1	<p>There shall be evidence that no forms of forced or trafficked labor are used.</p> <p>- Major compliance -</p>	<p>Based on interview with worker union committee and gender committee, there was no indication of forced labour and/or human trafficking. All employees have the work agreement, regulating the rights and obligation of company and employee. The work agreement including working hour and salary payment.</p> <p>Based on document verification and salary payment, shows employee have been paid in accordance to minimum wage regulation.</p> <p>Smallholders: Most of the farmers are managed their land independently or recruited casual workers. Therefore, the policy does not directly applicable to them. No any form or trafficked labour was noted during assessment.</p>	Comply
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance -</p>	<p>Based on interview with worker union committee and gender committee, there was no indication of contract substitution occurred.</p> <p>All employees have work agreement, explaining the rights and obligation including scope of work.</p> <p>Smallholders: Most of the farmers are managed their land independently or recruited casual workers. Therefore, the policy does not directly applicable to them. No any form or trafficked labour was noted during assessment.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
6.12.3	<p>Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available.</p> <p>- Major compliance -</p>	<p>Based on interview with worker union committee and gender committee, there was no indication on the use of migrant worker. All employee including temporary workers have work agreement; regulating the scope of work, work agreement timeframe, working hour, salary payment, overtime and Jamsostek.</p> <p>Smallholders: Most of the farmers are managed their land independently or recruited casual workers. Therefore, the policy does not directly applicable to them. No any form or trafficked labour was noted during assessment.</p>	Comply
<p>Criterion 6.13 Growers and millers respect human rights.</p>			
6.13.1	<p>A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Major compliance -</p>	<p>The company has established human rights policy, 2012, it has been communicated to the workforce. Company has a Company Policy, acknowledged by Managing Director on 01/12/2014 stating that company respects human rights by: "treat all employees in fair manner, in terms of recruitment, appraisal and representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age". The company has communicated this policy. The company policy is available on notice boards. Company has conducted dissemination sessions on 3 - 6 March 2017. Based on interview with worker union committee and gender committee stating that there was no indication of human right violation.</p> <p>Smallholders: The Scheme smallholder Muara Bulian Plasma Estate has Human Rights policy as documented in "Kebijakan ICS", dated 01st June 2017: "Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil" (Respect of human rights for all workers). This policy is also listed in "Buku Pintar" owned by</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance																		
	<p>every farmer. Most of the farmers are managed their land independently or recruited casual workers. Therefore, the policy does not directly applicable to them. During audit and interview with farmer members indicated that they has an understanding regarding the human right policy issued by ICS.</p>																			
<p>Principle 7: Responsible development of new plantings</p>																				
<p>Criterion 7.1</p>																				
<p>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>																				
<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>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. From old maps and document of "Areal Statement 2017", it was found that the oil palm:</p> <table border="1" data-bbox="1039 911 1666 1118"> <thead> <tr> <th>Year planted</th> <th>Ha</th> <th>Population (palm/ Ha)</th> </tr> </thead> <tbody> <tr> <td>1991</td> <td>818</td> <td>110</td> </tr> <tr> <td>1992</td> <td>572</td> <td>130</td> </tr> <tr> <td>1993</td> <td>49</td> <td>128</td> </tr> <tr> <td>1994</td> <td>118</td> <td>128</td> </tr> <tr> <td>Total</td> <td>1,557</td> <td>-</td> </tr> </tbody> </table> <p>It was also known that replanting plan for 2016 and 2017 was prepared for oil palm planted in 1991 dan 1992. Companies have Environmental Impact Assessment document presented in "Analisis Mengenai Dampak Lingkungan (AMDAL)" consist of document ANDAL, RKL and RPL as approved through "Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang Persetujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT Inti Indosawit Subur" dated 3rd May 1995. The document covers scope of areal of 32,000 Ha consist of</p>	Year planted	Ha	Population (palm/ Ha)	1991	818	110	1992	572	130	1993	49	128	1994	118	128	Total	1,557	-
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Criterion / Indicator		Assessment Findings	Compliance																																																
		<p>Kuala Tungkal Estate 20,000 Ha and Muara Bulian Estate 12,000 Ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal and 30 Tonnes FFB/hour for Muara Bulian.</p> <p>Revision on AMDAL document is available for PT IIS - Muara Bulian through "Surat Persetujuan Kepala Badan Lingkungan Hidup Provinsi Jambi No. 474/BLHD/2010 tentang Persetujuan Revisi Rencana Pengelolaan Lingkungan Hidup (RKL) dan Rencana Pemantauan Lingkungan Hidup (RPL) PT Inti Indosawit Subur seluas 9.188 Ha dan Pabrik Minyak Kelapa Sawit Kapasitas 60 Ton/Jam di Kecamatan Maro Sebo Iilir, Kabupaten Batanghari, Provinsi Jambi" dated 10th August 2010. The revision occurs due to changes in mill capacity from 30 Tonnes FFB/hour into 60 Tonnes FFB/hour, land application separation from Tungkal Ulu Group and social dynamics back in 2010.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Buah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Buah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	
Palm age	0-3	4-10	11-20	21-25	>25																																														
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7.1.2	Appropriate management planning and	The company has started planting in 1991 - 1994, no any new planting	N/A																																																

Criterion / Indicator		Assessment Findings	Compliance
	operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts. - Minor compliance -	area/developing area since November 2005. As guidance for management and monitoring, company has environmental management and monitoring plan "Rencana Pengelolaan Lingkungan (RKL) – Rencana Pemantauan Lingkungan (RPL). The environment management plan document explains activity components, type of impacts, impact mitigation (program, project, technical), location and target for management. While the environment monitoring document explains the type of impacts, location for monitoring, parameters, time frame and method for monitoring.	
7.1.3	Where the development includes an outgrower scheme (<i>skema kemitraan</i>), the impacts of the scheme and the implications of the way it is managed shall be given particular attention. - Minor compliance -	The company has started planting in 1991-1994, no any new planting area/developing area since November 2005. Therefore, this indicator is Not Applicable.	N/A
Criterion 7.2			
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
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 –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. Company has performed soil survey 2009 (28/04/2009 – 13/05/2009), it was noted no fragile soil (all mineral soil). Muara Bulian Estate demonstrates soil classification map "Peta sebaran seri tanah" with scale 1:25,000, indicating the soil classification composed of Typic dystrodepts, Typic Endoaquepts, Typic endoaquults, Typic Kandiuults. Soil suitability analysis indicating the natural limitation in form of sandy texture, poor drainage, natural fertility, topography. The area of 563 Ha is not suitable with requirement due to slope more than 30%.	N/A

Criterion / Indicator		Assessment Findings	Compliance																																																
		<p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Buah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Buah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	
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7.2.2	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available.</p> <p>- Minor compliance -</p>	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>There is topographic map indicating the elevation of Muara Bulian Estate consist of 0-8% and >30%. The limitation for the area is steep slope on some area. PT Inti Indosait Subur Muara Bulian Estate did not open the area with steep slope > 30%. Topografi level consist of 40 – 90 m.</p>	N/A																																																
<p>Criterion 7.3</p> <p>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	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since</p>	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>Company has conducted the HCV identification in coordination with "Fakultas Kehutanan Institut Pertanian Bogor" on February – March 2011 and final report on October 2011, under "Laporan Final Kajian Penuh Identifikasi dan Analisis</p>	N/A																																																

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	<p>November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	<p>Keberadaan High Conservation Value di Areal PT Inti Indosawit Subur – Muara Bulian Estate, Provinsi Jambi”. The HCV assessment conducted based on “Panduan Kawasan Bernilai Konservasi Tinggi di Indonesia”, issued by Konsorsium Revisi HCV Toolkit Indonesia dated 12/07/2008.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Buah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Buah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	
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7.3.2	<p>Reports of comprehensive HCV assessment, which involves stakeholder consultation and includes record of land-use change since November 2005, shall be available. This HCV assessment shall be conducted prior to any conversion or new planting.</p> <p>- Major compliance –</p>	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>The HCV identification document has explained the general condition of landscape surrounding company’s plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore no recommendation for wildlife corridor.</p> <p>The HCV identification carried out with public stakeholder consultation with surrounding communities. The HCV Identification report has been peer reviewed by WWF Indonesia (Mr. Deni Rahadian) on 22 September 2011.</p>	N/A																																																

**RSPO Public Summary Report
Revision 4 (November /2016)**

Criterion / Indicator		Assessment Findings	Compliance
7.3.3	Records of land preparation and clearing dates shall be available. - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.	N/A
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 –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. Company has prepared Conservation Management Plan for existng plantation, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status.	N/A
7.3.5	Evidence of consultation with the affected community shall be available in order to identify the area required by such community to fulfill its basic needs, by considering the positive and negative changes to the livelihood as a result of plantation operations. Such matters shall be included in the HCV analysis and management plan (see Criteria 5.2). - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. The HCV identification carried out in 2013 with public stakeholder consultation with surrounding communities on 22-23/04/2013 in Desa Gonting Malaha and Desa Batu Anam. The HCV Identification report has been peer reviewed by Mr. Dr.Jarwadi Budi Hernowo (RSPO HCV Assessor and HCVRNI member) on 01/2014.	N/A
Criterion 7.4			
Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	Indicative maps showing marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. Muara Bulian Estate demonstrates soil classification map “Peta sebaran seri tanah” with scale 1:25,000, indicating the soil classification composed of Typic dystrodepts,	N/A

Criterion / Indicator		Assessment Findings	Compliance																																																
	<p>avoided.</p> <p>- Major compliance –</p>	<p>Typic Endoaquepts, Typic endoaquults, Typic Kandiuults. There is no peat soil and fragile soil identified.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Buah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Buah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	
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7.4.2	<p>Where limited planting on fragile and marginal soils, including peat, is proposed, a documented plan shall be developed and implemented to protect them without incurring adverse impacts. - Major compliance –</p>	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. Muara Bulian Estate demonstrates soil classification map "Peta sebaran seri tanah" with scale 1:25,000, indicating the soil classification composed of Typic dystrodepts, Typic Endoaquepts, Typic endoaquults, Typic Kandiuults. There is no peat soil and fragile soil identified. In procedure no. AA-SOP-OP-1100-05.R1 "Konservasi Tanah dan Air" has determined strategy control erosion particular in slope area, such as: 0 – 5° , 6 – 12° , 13 -20° , and more than 20°, The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce erosion The realization of soil and water conservation work are:</p>	N/A																																																

Criterion / Indicator		Assessment Findings	Compliance																																																
		1. Maintenance of terraces. 2. Maintenance "Tapak Kuda" individual platform.																																																	
Criterion 7.5																																																			
No new plantings are established on local people's 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.																																																			
7.5.1	Evidence shall be available that affected local peoples understand they have the right to say 'yes' or '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 (see Criteria 2.2, 2.3, 6.2, 6.4 and 7.6) - Major compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Tuah Sakato, it was already replanting. N/A. <table border="1" data-bbox="920 898 1785 1268"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Tuah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Tuah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	N/A
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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																																																			

Criterion / Indicator		Assessment Findings	Compliance																																																
rights, subject to their free, prior and informed consent and negotiated agreements.																																																			
7.6.1	Records of identification and assessment of legal, customary and user rights shall be available. - Major compliance –	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> <tr> <td>KUD Buah Sakato</td> <td>0</td> <td>388</td> <td>1,860</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>0</td> <td>388</td> <td>1,910</td> <td>4,115</td> <td>548</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	KUD Buah Sakato	0	388	1,860	0	0	Total	0	388	1,910	4,115	548	N/A
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7.6.2	A procedure for identifying people entitled to compensation shall be available. - Major compliance –	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>There is a mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to "Penanganan Konflik Lahan" effective 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p>	N/A																																																

Criterion / Indicator		Assessment Findings	Compliance
		PT Inti indosawit Subur Muara Bulian has not acquiring any additional land and not involved in any land compensation payments. Therefore the mechanism only applicable to resolve land dispute within company's HGU. Land ownership from previous landowner becomes important document in order to continue negotiation process against land claim. Land claim without supporting evidence of land ownership, will be treated with approach and legal manner.	
7.6.3	Records of calculation system and distribution of fair compensation shall be available. - Major compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. There is a mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to "Penanganan Konflik Lahan" effective 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained. The compensation calculated based on agreement of both parties through negotiation – upon participative measurement, and recorded under an agreement.	N/A
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. As an output from land dispute resolution process, an agreement between both parties and/or copy of court ruling will be required. Based on management statement, information from surrounding community and local government, and hectare statement shows there is no land dispute between PT Inti Indosawit Subur with other party.	N/A
7.6.5	The process and outcome of any compensation claims shall be documented and made available to the affected communities and their representatives. - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.	N/A

Criterion / Indicator		Assessment Findings	Compliance																																				
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.	N/A																																				
Criterion 7.7																																							
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN Guidelines or other regional best practice.																																							
7.7.1	Records of zero burning implementation on land clearing, referring to the ASEAN Policy on zero burning (2003) and recognised techniques based on the existing regulations shall be available. - Major compliance –	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. No open burning was noted during field visit and interviewed with local communities and workers.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> <tr> <td>KUD Karya Lestari</td> <td>0</td> <td>0</td> <td>10</td> <td>700</td> <td>0</td> </tr> </tbody> </table>	Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	KUD Karya Lestari	0	0	10	700	0	N/A
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KUD Budi Sari	0	0	10	890	0																																		
KUD Subur Makmur	0	0	10	1,120	0																																		
KUD Makmur Rejeki	0	0	10	172	548																																		
KUD Karya Lestari	0	0	10	700	0																																		

Criterion / Indicator		Assessment Findings						Compliance																														
		KUD Buah Sakato	0	388	1,860	0	0																															
		Total	0	388	1,910	4,115	548																															
7.7.2	<p>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 on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance –</p>	<p>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. PT Inti Indosawit Subur Muara Bulian Estate have developed an early warning system, to monitor the risk of fire. The system "Sistem Peringkat Bahaya Kebakaran 1 & 2". The monitoring system calculating the field condition, ignition risk, potential drought and smoke, fire handling, fire fighting difficulty, weather index. Patrol report indicating any fire incident.</p> <p>Visit to replanting area 2016, the land preparation is using mechanical method. No any open burning was noted for land preparation.</p>						N/A																														
<p>Criterion 7.8 New plantation developments are designed to minimize net greenhouse gas emissions.</p>																																						
7.8.1	<p>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>The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable.</p> <p>Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005. Specific note for KUD Buah Sakato, it was already replanting. N/A.</p> <table border="1"> <thead> <tr> <th>Palm age</th> <th>0-3</th> <th>4-10</th> <th>11-20</th> <th>21-25</th> <th>>25</th> </tr> </thead> <tbody> <tr> <td>KUD Barokah</td> <td>0</td> <td>0</td> <td>10</td> <td>1,230</td> <td>0</td> </tr> <tr> <td>KUD Budi Sari</td> <td>0</td> <td>0</td> <td>10</td> <td>890</td> <td>0</td> </tr> <tr> <td>KUD Subur Makmur</td> <td>0</td> <td>0</td> <td>10</td> <td>1,120</td> <td>0</td> </tr> <tr> <td>KUD Makmur Rejeki</td> <td>0</td> <td>0</td> <td>10</td> <td>172</td> <td>548</td> </tr> </tbody> </table>						Palm age	0-3	4-10	11-20	21-25	>25	KUD Barokah	0	0	10	1,230	0	KUD Budi Sari	0	0	10	890	0	KUD Subur Makmur	0	0	10	1,120	0	KUD Makmur Rejeki	0	0	10	172	548	N/A
Palm age	0-3	4-10	11-20	21-25	>25																																	
KUD Barokah	0	0	10	1,230	0																																	
KUD Budi Sari	0	0	10	890	0																																	
KUD Subur Makmur	0	0	10	1,120	0																																	
KUD Makmur Rejeki	0	0	10	172	548																																	

Criterion / Indicator		Assessment Findings						Compliance
		KUD Karya Lestari	0	0	10	700	0	
		KUD Buah Sakato	0	388	1,860	0	0	
		Total	0	388	1,910	4,115	548	
7.8.2	Records of a plan to minimize net GHG emissions shall be available. - Minor compliance –	The company has started planting in 1991 - 1994, no any new planting area/developing area since November 2005. This indicator is Not Applicable. The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fiber and sell for boiler, and capturing POME by Biogas Plant.						N/A
Principle 8: Commitment to continuous improvement in key areas of activity								
Criterion 8.1								
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.								
8.1.1	The action plan for monitoring shall be available, based on a consideration of the social and environmental impacts and routine evaluation of the plantation and mill operations. As a minimum, these shall include, but are not necessarily be limited to: • Reduction in use of certain chemicals (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions	A continuous improvement plan has been prepared and internal audit conducted to identify environmental and social activities, such as: - Applied EFB ashes as fertilizer, fibre and shell are burned in boiler for electricity. - Planting beneficial plant for natural predator. - CSR program - Reserve HCV areas. - Applied fertilizer in frond stacking to increase absorbing fertilizer. - Increase rendement CPKO by reducing losses PKE (Palm kernel expeller/pulp). - Improve the efficiency in water use, using condensate water circulation tank during extraction process in mill laboratory. The recycled condensed water then used as dilution water. Maintenance of water plumbing also planned. - Planting of beneficial plant to reduce use of pesticide. - Planting native species/local species trees along river riparian to prevent river contamination and prevent erosion;						Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>(Criteria 5.6 and 7.8);</p> <ul style="list-style-type: none"> • Social impacts (Criterion 6.1); • Optimising the yield of FFB production (Criterion 4.2) <p>- Major compliance –</p>	<ul style="list-style-type: none"> - Introduction of new approach (mapping system) for spraying gang, in order to achieve time efficiency; - Reduce the use of chemicals in water treatment using water at two different reservoirs. - New standard for harvesting criteria for ripe bunch classification, from previously 5 loose fruit into 10 loose fruit in circle. <p>Smallholders: Group consist 3,308 members which sell FFB to Muara Bulian Palm Oil Mill. The landscape of the area is 100% mineral soil and generally flat less than 25 degrees. The members have been attended the training provided by ICS Plasma Muara Bulian, such as: OHS training, Best management practice training, HCV training and social policy training, environmental training. Each training that has been followed by member recorded in their personal book "Buku Pintar Petani Plasma". During audit and interview indicated tht they have an understanding against RSPO, best management practice standard, OHS, HCV and other relevant knowledge. The group manager has develop a group management plan which consist all the information on environmental impacts, waste reduction, pollution & GHG and social impacts according to SEIA reports. Internal audit and internal inspection for each member smallholder was conducted with the participation of members which contributed inputs for continual improvement on 7/03/2017. The findings were brief during meeting/on-site review. The internal audit report was verified by the assessor. ICS has defined the audit programme for each member presented in "Program Audit Internal Sertifikasi Kelompok" year 2018 – 2022.</p>	

Appendix B: Approved Time Bound Plan

Name of Mill	Mill Address	Name of Supply Base Plantation	Estate Address	Time bound for certification	Status
Buatan I Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		Certified on 16 September 2010
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Buatan II Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		Certified on 16 September 2010
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Ukui I Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau		Certified on 1 March 2011
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau		Certified on 11 June 2012

**RSPO Public Summary Report
Revision 4 (November /2016)**

Ukui II Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau		Certified on 1 March 2011
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau		Certified on 11 June 2012
Tungkal Ulu Mill	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Tungkal Ulu Estate	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi		Certified on 15 August 2012
		Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi		Certified on 11 July 2013
Muara Bulian Mill	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pemayung District, Batang Hari Regency, Jambi	Muara Bulian Estate	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pemayung District, Batang Hari Regency, Jambi		Certified on 28 August 2012
		Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi		Certified on 12 July 2013
Topaz Mill	Petapahan Village, Tapung District, Kampar Regency, Riau	Topaz & Seed Garden Estate	Petapahan Village, Tapung District, Kampar Regency, Riau		Certified on 30 March 2015

**RSPO Public Summary Report
Revision 4 (November /2016)**

Taman Raja Mill	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Taman Raja & Badang Estate	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi		Certified on 20 February 2015
Segati Mill	Langkan / Penarikan/ Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Segati Estate	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Main Audit in 2014	On Progress
		Penarikan & Gondai Estate	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	Main Audit in 2014	On Progress
		Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2018	-
		Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2018	-
Tanah Datar Mill	Tanah Datar Petatal Village, Talawi District, Asahan Regency,	Tanah Datar Estate	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera		Certified on 18 May 2015

**RSPO Public Summary Report
Revision 4 (November /2016)**

	North Sumatera	Bahilang Estate	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatera		
Aek Nabara Mill	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Aek Nabara Estate	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera		Certified on 6 March 2015
Teluk Panjie Mill	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Teluk Panjie Estate	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera		Certified on 21 April 2015
Peranap Mill	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Peranap Estate	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau		Certified on 7 January 2015
		Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau		Certified on 18 August 2016
Bungo Tebo Mill	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo	Bungo Tebo Estate	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi		Certified on 3 December 2015

**RSPO Public Summary Report
Revision 4 (November /2016)**

	Tebo Regency, Jambi	Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi		Certified on 7 February 2017
Tanjung Selamat Mill	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		Certified on 26 May 2015
		Pangkalan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		Certified on 26 May 2015
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Pulau Maria Estate	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra		Certified on 7 September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Sentral & Batu Anam Estate	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra		Certified on 8 July 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		- Certified on 23 December 2016 as Independent Mill - Audit in 2016 as Mill and Supply Base
		Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra		

**RSP0 Public Summary Report
Revision 4 (November /2016)**

Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	*3 rd party which is excluded from scope of certification	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra		<ul style="list-style-type: none"> - Certified on 8 April 2015 - Audit in 2016 as Independent Mill
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Appendix C: Certification Unit RSPO Certificate Details

PT. Inti Indosawit Subur
Muara Bulian Palm Oil Mill
Singoan/Bukit Sari, Bulian Jaya Village,
Muara Bulian/Pemayung District,
Batang Hari Regency,
Jambi Province
INDONESIA

BSI RSPO Certificate No: RSPO 594418

Date of Initial Certificate Issued: 28th August 2012

Date of Expiry: 27th August 2022

RSPO membership number: 1-0022-06-000-00, dated 06th February 2006

Applicable Standards: **RSPO P&C INA NI 2016**; *RSPO Supply Chain Certification Standard November 2014 Module Module E - CPO Mills: Mass Balance*
PT. Inti indosawit Subur – Muara Bulian Palm Oil Mill and Supply Base

Location Address	Singoan/Bukit Sari, Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi Province, Indonesia.					
GPS Location	103° 12' 20" E & 01° 35' 09" S					
CPO Tonnage Total	43,798 MT					
PK Tonnage Total	11,314 MT					
CPO Claimed for Certification*	29,413 MT					
PK Claimed for Certification *	7,256 MT					
Own estates FFB Tonnage	20,071 MT					
Scheme Smallholder FFB tonnage	114,051 MT					
Estates	Production Area		Other use & Infrass (ha)	HCV (ha)*	Certified Area / Total land lease (ha)	Annual FFB Production (MT)
	Mature (ha)	Immature (ha)				
Muara Bulian	1,386	290	103.82	76.18	1,856	20,071
Scheme Smallholder						
KUD Barokah	1,240	0	0	0	1,240	22,191
KUD Budi Sari	1,130	0	0	0	1,130	14,064
KUD Subur Makmur	900	0	0	0	900	20,791
KUD Makmur Rejeki	730	0	0	0	730	8,950
KUD Karya Lestari	710	0	0	0	710	13,039
KUD Tuah Sakato	2,248	0	0	0	2,248	35,016
Total Scheme Smallholder	6,958	0	0	0	6,958	114,051
TOTAL	8,403	302	109	76.18	8,814	134,122

Note : * HCV area are included in the planted area

RSPO Public Summary Report Revision 4 (November /2016)

Appendix D: Assessment Plan

RAV Assessment plan

Date	Time	Subjects	MJ	IF	AH	EW	
			PRSP LA/BMP	PRSP -EMS	PRSP- OHS/SC C	PRSP O-SA	
Monday, 10/07/2017	05.45 – 07.10	Flight Jakarta – Jambi by GA 130	√	√	√	√	
	07.30 – 09.00	Travelling Jambi – Kabupaten Batang Hari	√	√	√	√	
	09.00 – 11.30	Interview with local Government :					
		BLH Kab. Batang Hari		√			
		Disnakertrans Kab. Batang Hari			√		
		BPN Kab. Batang Hari				√	
		Disbun Kab. Batang Hari	√				
	11.30 – 13.00	Traveling to PT IIS - Muara Bulian POM	√	√	√	√	
	13.00 – 14.00	Break	√	√	√	√	
	14.00 – 15.00	Opening Meeting: Presentation by PT. IIS – Muara Bulian PONM and Estate Presentation by BSI Indonesia	√	√	√	√	
15.00 – 17.00	Muara Bulian Estate Document Review: Best management practices Agronomy, OHS implementation, EMS implementation, Social and Labour, HCV, Continual improvement, etc.	√	√	√	√		
Tuesday, 11/07/2017	08.00 – 12.00	Muara Bulian Estate Field Visit: Herbicide application programs, harvesting, fertilizer application, terracing, road maintenance, Barn owl, beneficial plant, IPM, Landfill, housing complex, Storage, workshop, diesel tanks, clinic, HGU pegs, etc (including interview with sprayer team and harvester).	√	√	√	√	
	12.00 – 14.00	Break					
	14.00 – 17.00	Muara Bulian POM Field Visit: Weight bridge, Mill process from incoming FFB to CPO storage tank/PK, Clinic, PPE, safe working environment, walk ways, signs, EFB. POME treatment, emissions, diesel tanks, fire extinguishers, first aiders and boxes, workshop, storage, Worker and staff interviews (OHS, contract, salary), housing complex, etc	√	√	√	√	
Wednesday 12/07/2017	08.00 – 10.00	Muara Bulian POM Document Review: Best management practices Mill, OHS implementation, EMS implementation, Social and Labour, Continual improvement, etc.	√	√	√	√	

RSPO Public Summary Report
Revision 4 (November /2016)

Date	Time	Subjects	MJ	IF	AH	EW
			PRSP LA/BMP	PRSP -EMS	PRSP- OHS/SC C	PRSP O-SA
	10.00 – 12.00	Smallholder: Document Review: Group manager and member requirement to demonstrate conformity/compliance with RSPO P & C INA NI 2016 and Group Certification Checklist: Legal requirement, Best management practice Agronomy, HCV, EMS, OHS implementation, Social and labor, Continual improvement, etc.	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 17.00	KUD Tuah Sakato Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (2 sample each auditor = 8 sample, Hamparan 53-54)	√	√	√	√
Thursday, 13/07/2017	08.00 – 12.00	KUD Tuah Sakato Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (2 sample each auditor = 8 sample, Hamparan 43-44)				
	12.00 – 14.00	Break				
	14.00 – 16.00	KUD Tuah Sakato Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (2 sample, Hamparan 43-44)	√	√	√	
		Stakeholder Consultation: Local NGO, Local Contractor, Village head, Public figure, Local community, other interested party				√
	16.00 – 17.00	Document Review: Member KUD Tuah Sakato	√	√	√	√
Friday, 14/07/2017	08.00 – 11.00	KUD SP-2 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (2 sample each auditor = 8 sample, Hamparan 39-40)	√	√	√	√
	11.00 – 14.00	Break				

RSPO Public Summary Report
Revision 4 (November /2016)

Date	Time	Subjects	MJ	IF	AH	EW
			PRSP LA/BMP	PRSP -EMS	PRSP- OHS/SC C	PRSP O-SA
	14.00 – 16.00	KUD SP-2 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (1 sample each auditor = 4 sample, Hamparan 40-61)	√	√	√	√
	16.00 – 17.00	Document Review: Member KUD SP-2	√	√	√	√
Saturday, 15/07/2017	08.00 – 12.00	KUD SP-2 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (7 sample, Hamparan 61-63)	√	√	√	√
	12.00 – 13.00	Document Review: Member KUD SP-2	√	√	√	√
	13.00 – up	Break	√	√	√	√
Sunday, 16/07/2017		Stay in Estate	√	√	√	√
Monday, 17/07/2017	08.00 – 12.00	KUD SP-4 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (2 sample each auditor = 8 sample, Hamparan 02-03)	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 16.00	KUD SP-4 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (1 sample each auditor = 4 sample, Hamparan 02-03, 10)	√	√	√	√
	16.00 – 17.00	Document Review: Member KUD SP-4	√	√	√	√
Tuesday, 18/07/2017	08.00 – 12.00	KUD SP-4 Field Visit: Field visit to Kavling/Block member of Smallholder to verify conformity with Certification Group Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (7 sample for 4 auditor, Hamparan 10, 106)	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√
	14.00 – 15.00	Report preparation	√	√	√	√

**RSPO Public Summary Report
Revision 4 (November /2016)**

Date	Time	Subjects	MJ	IF	AH	EW
			PRSP LA/BMP	PRSP -EMS	PRSP- OHS/SC C	PRSP O-SA
	15.00 – 17.00	Closing Meeting	√	√	√	√
	17.00 – 20.00	Traveling to Jambi	√	√	√	√
	20.00 - up	Stay in Jambi	√	√	√	√
Wednesday 19/07/2017	08.05 – 09.25	Traveling Jambi – Jakarta (GA131)	√	√		√
	08.00 - up	Traveling Jambi – Medan			√	

Note:

- MJ: Mujinius Jalaraya, IF: Imam Fachrurozi, AH: Aswan Hasibuan, EW: Edy Widodo
- Scheme Smallholders Members Sampling: $0.8 \times \sqrt{3,318} \times 1.2$ (medium risk) = 56 samplings
- Scheme Smallholder (KUD): $0.8 \times \sqrt{6} \times 1.2 = 3$ KUD (KUD Buah Sakato: 18 samples; KUD SP-2: 19 samples; KUD SP-4: 19 samples)

	Name	Role	Assessment aspects
1	Mujinius Jalaraya	Team Leader	Legal, Best Management Practices for Palm Oil Mill, HCV management (Fluent in English and Bahasa Indonesia)
2	Aswan Hasibuan	Team member	Environmental management, SCCS for Palm Oil Mill
3	Imam Fakhurozi	Team member	Best Management Practices for Oil Palm Plantation, Health and Safety audit. (Fluent in English and Bahasa Indonesia)
4	Edy Widodo	Team member	Social audit, Internal and External Stakeholder Consultation. (Fluent in English and Bahasa Indonesia)
5	I Made Dermawan	Observer	-

Appendix E: Stakeholders Contacted

<p>Internal Stakeholders</p> <ol style="list-style-type: none"> 1. Gender Committee of PT Inti Indosawit Subur – Muara Bulian POM 2. Employee PT Inti Indosawit Subur – Muara Bulian POM (harvester, sprayer, manuring worker, operator, etc) 	<p>Union/Contractors/Local Communities</p> <ol style="list-style-type: none"> 1. Worker union representative of PT Inti Indosawit Subur – Muara Bulian POM 2. Local community and village head of Tidar Kuranji and Bulian Jaya
<p>Government Departments</p> <ol style="list-style-type: none"> 1. Dinas Tenaga Kerja Kabupaten Batanghari (Labour Department of Batanghari Regency). 2. Badan Lingkungan Hidup Kabupaten Batanghari (Environmental Department of Batanghari Regency). 3. Dinas Perkebunan dan Kehutanan Kabupaten Batanghari (Plantation and Forestry Department of Batanghari Regency). 4. Kantor Pertanahan Kabupaten Batanghari (National Land Authority of Batanghari Regency) 	<p>NGO</p> <p>Invitation letter to comment was sent before audit, there was no comment submit by NGO.</p>

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

Criterion E.1. Definition															
	Requirement	Evidence	Compliance												
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.	Based on procedure "Traceability" no. AA-MPM-OP-1400.17-R4 updated 23 rd April 2015 and "Book Keeping" no. AA-MPM-OP-1400.18-R4 updated 23 rd April 2015 covering all SCCS activities since FFB receiving until CSPO/CPK send to buyer. FFB from certified estate marked as Sustainable FFB and certified CPO and certified PK marked as Certified in Delivery Notes.	Yes												
Criterion E.2. Explanation															
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>The projection of CPO and PK product from Muara Bulian POM is recorded by CB in the public summary report and RSPO certificate. CB has been submitted to the RSPO Palm-trace Muara Bulian POM the projection of FFB, CPO and PK production.</p> <p>The actual CPO and PK produced verified during each subsequent visit to ensure that certified mill only deliver the allowed tonnage for the year.</p> <p>The projection of production and actual as below:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Projection in 2016</th> <th>Actual in 2016</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td>185,287</td> <td>132,642</td> </tr> <tr> <td>CPO</td> <td>41,194</td> <td>28,652</td> </tr> <tr> <td>PK</td> <td>9,635</td> <td>7,043</td> </tr> </tbody> </table> <p>During this assessment, the actual of production CPO and PK is recorded in daily, monthly and yearly basis.</p>	Description	Projection in 2016	Actual in 2016	FFB	185,287	132,642	CPO	41,194	28,652	PK	9,635	7,043	Yes
Description	Projection in 2016	Actual in 2016													
FFB	185,287	132,642													
CPO	41,194	28,652													
PK	9,635	7,043													
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).	The company has registered and projected volume and sold out of product is registered in Palm-trace.	Yes												
Criterion E.3. Documented procedures															
E.3.1	The site shall have written procedures	The company has Procedure No. AA-MPM-OP-	Yes												

**RSPO Public Summary Report
Revision 4 (November /2016)**

<p>and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p>	<p>1400.18-R3 "Mass Balance, dated 28th October 2013 and procedure No. AA-MPM-OP-1400.17- R3 "Traceability", dated 28th October 2013.</p> <p>The implementation of supply chain is referred to the procedures, such as: segregated of incoming FFB certified and non certified sources using computerized system in Weigh-Bridge (WB), record of FFB incoming and produced of CPO and PK, 3 monthly basis record, selling documents of product (CPO and PK) following information: name of product, quantity, containing "RSPO Certified Product", supply chain model used (MB), name and address of buyer, etc.?</p>		
<p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements</p>	<p>The premise has implemented a supply chain and traceability procedure under "Traceability" no. AA-MPM-OP-1400.17-R4 and "Book Keeping" no. AA-MPM-OP-1400.18-R4, updated 23rd April 2015.</p> <p>The procedure explains in all aspects of supply chain and traceability scope in Muara Bulian POM, starting from FFB harvesting, FFB delivery to Palm Oil Mill; FFB receiving and processing in Palm Oil Mill, CPO and PK production and reporting; CPO and PK dispatch from Palm Oil Mill and receiving in storage tank for export, Shipping instruction and preparation, CPO stock balancing post-shipping.</p>	<p>Yes</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>Based on Prosedur "Traceability" no. AA-MPM-OP-1400.17-R4, updated 23rd April 2015, the company has appointed the responsible person for handling supply chain along their supply chain is Mill Manager and KTU.</p> <p>Based on interview with Mill Manager, he has knowledge how supply chain procedures implemented in Muara Bulian Palm Oil Mill.</p>	<p>Yes</p>	
<p>E.3.2</p>	<p>The site shall have documented procedures for receiving and processing certified and non-certified FFBS.</p>	<p>Supply chain and traceability procedure under "Traceability" no. AA-MPM-OP-1400.17-R4 and "Book Keeping" no. AA-MPM-OP-1400.18-R4, updated 23rd April 2015.</p> <p>All incoming FFB certified from certified sources 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</p>	<p>Yes</p>

RSPO Public Summary Report
Revision 4 (November /2016)

		and automatically counted in as certified and non certified product, including during process.	
Criterion E.4. Purchasing and goods in			
E.4.1	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.	<p>According to relevant procedure as above (E.1.1 and E.1.2), daily records are prepared at the entry point at the weighbridge. "Sustainable" stamp identified at the weighbridge.</p> <p>Daily summary and monthly summary documented for all the certified and non-certified FFB. Records verified by internal and external audit. Example: FFB received dated 8 June 2017, Ticket number: A115102863, from Division 3 – Muara Bulian Estate, Gross: 10,320 Kg, Nett: 6,200 Kg.</p> <p>Recorded in weighbridge computerized, separates certified FFB and non-certified FFB automatically.</p>	Yes
E.4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.	The company has procedure to inform CBs if any over-projection immediately as regulated in procedure, If there is over-projection of certified CPO and PK, Mill Manager shall immediately report formally to the Head of Sustainability who will then report it to the CBs	Yes
Criterion E.5. Record keeping			
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.	The company has a documented FFB certified and non-certified received based, CPO and PK produced and CPO/PK dispatch, both claimed as certified and non certified three monthly basis as documented in "CPO/PK Production and sales balance". Sample taken: 3 monthly basis report (January – March 2017 and April – June 2017)	Yes
	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.	FFB received, CPO/PK produced and CPO/PK despatch is recorded in daily basis (Processing Daily Report), monthly report (Production and Despatch Report) and 3 monthly basis (CPO/PK Production and sales balance"). Based on review of documents, the company has a system to deduct volume of CPO and PK delivered in WB and computerized system automatically.	Yes

RSPO Public Summary Report
Revision 4 (November /2016)

	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.)	Based on review 3 monthly basis, no any delivery mass balance from negative stock.	Yes
E.5.2	In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.	No outsourcing	N/A

Actual Tonnage Certified Palm Production 01/2016 – 12/2016

Mill	Capacity	CPO (MT)	PK (MT)
Muara Bulian POM	60 tons FFB/hour	28,664	7,043

Actual Tonnage Sales of Certified Palm Products 01/2016 – 12/2016

Mill	Certified CPO Sales (MT)	Certified PK Sales (MT)	Remarks
Muara Bulian POM	490.11	6,278.36	Etrace transaction

Actual Tonnage Sales Certified Palm Products Other Scheme 01/2016 – 12/2016

Mill	Certified CPO Sales (MT)	Certified PK Sales (MT)	Remarks
Muara Bulian POM	24,597.88	0	ISCC

Actual Tonnage Sales Non Certified Palm Products/Conventional Product 01/2016 – 12/2016

Mill	Non Certified CPO Sales (MT)	Non Certified PK Sales (MT)	Remarks
Muara Bulian POM	0	0	Non Certified Product

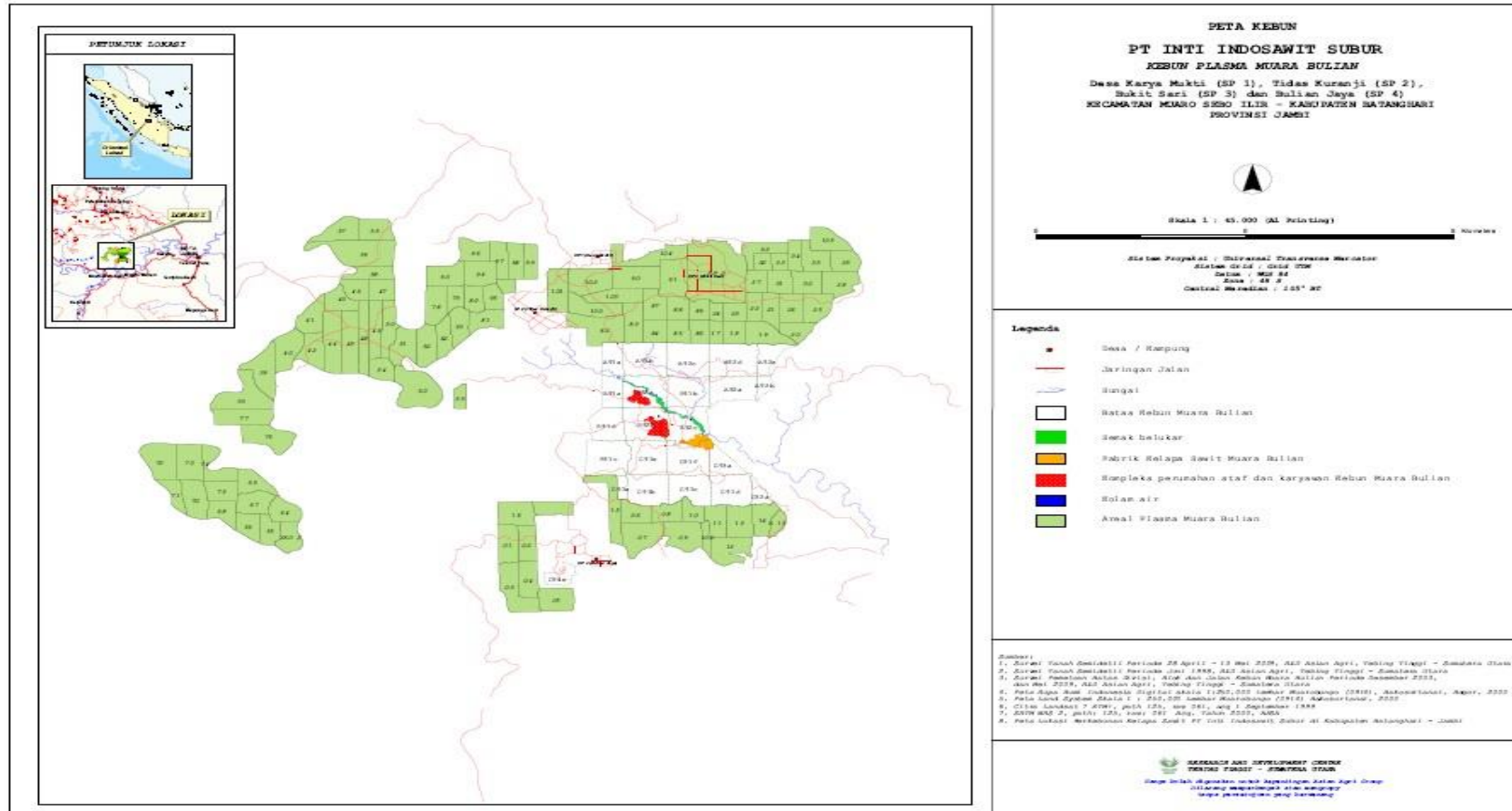
Month	Certified Supply Base (from own certificate scope) (MT)		
	Muara Bulian Estate	Scheme Smallholder	Total FFB/Month (MT)*
January 2016	1,678	7,741	9,419
February 2016	2,217	6,823	9,040
March 2016	2,118	6,034	8,151
April 2016	1,889	6,381	8,270
May 2016	1,683	6,412	8,096

**RSPO Public Summary Report
Revision 4 (November /2016)**

June 2016	1,960	6,635	8,595
July 2016	1,684	4,695	6,379
August 2016	2,064	5,972	8,036
September 2016	2,476	10,604	13,080
October 2016	3,747	13,916	17,663
November 2016	3,579	14,524	18,103
December 2016	3,534	14,276	17,810
Total	28,628	104,014	132,642

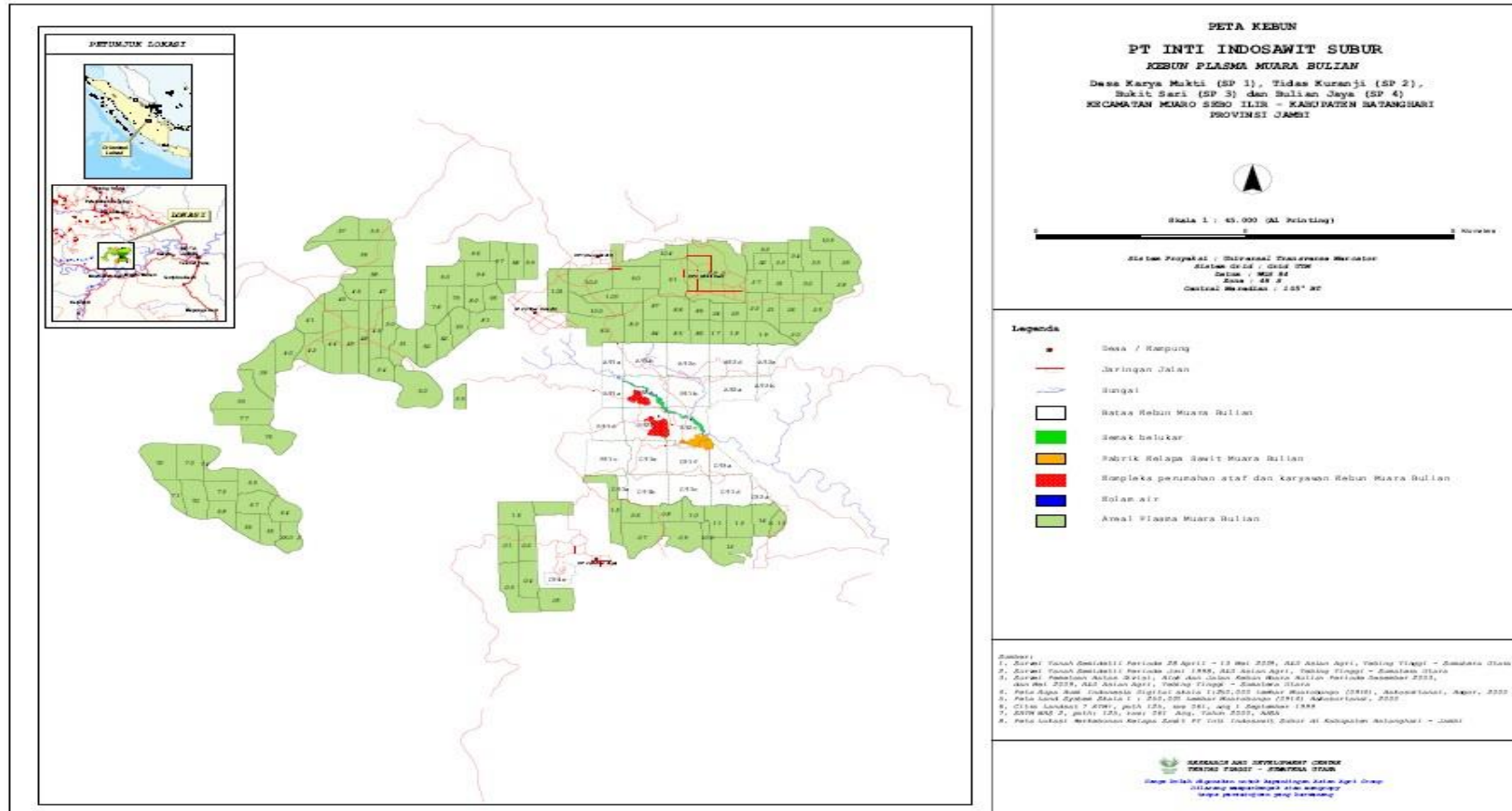
Appendix G: Location Map of Certification Unit and Supply bases

Map 1. Location of PT. Inti Indosawit Subur – Muara Bulian POM



Appendix H: Estate Field Map

Map 3. Location of PT Inti Indosawit Subur – Muara Bulian POM and neighbouring entities



Appendix I: Smallholder List Sampled

Individual member number: 3,318

Individual member sampled: $0.8 \times \sqrt{3,318} \times 1.2 = 56$

No	Village Name	District	Regency	Kavling/Block Number	Name of the land certificate owner	Name of Owner (current owner)
HAMPARAN-43 KUD TUAH SAKATO						
1	Terusan	Maro Sebo Iilir	Batanghari	5	MUHTAR, AB	MUHTAR, AB
2	Terusan	Maro Sebo Iilir	Batanghari	6	ABDULLAH	ABDULLAH
3	Terusan	Maro Sebo Iilir	Batanghari	7	HUSIN MUHAMMAD	HUSIN MUHAMMAD
4	Terusan	Maro Sebo Iilir	Batanghari	34	ZAINURI	HASAN
5	Terusan	Maro Sebo Iilir	Batanghari	35	PAHRUDIN	PAHRUDIN
HAMPARAN-44 KUD TUAH SAKATO						
1	Terusan	Maro Sebo Iilir	Batanghari	22	M.ALI/ZULKIPLI	M.ALI/ZULKIPLI
2	Terusan	Maro Sebo Iilir	Batanghari	23	M.YUSUP	FAHRI
3	Terusan	Maro Sebo Iilir	Batanghari	24	M.YUSUP/PAHRUROZI	ATOK MALIKI
4	Terusan	Maro Sebo Iilir	Batanghari	30	HASBULLAH-III	HASBULLAH-III
5	Terusan	Maro Sebo Iilir	Batanghari	31	ABAS, AR	ABAS, AR
HAMPARAN-53 KUD TUAH SAKATO						
1	Terusan	Maro Sebo Iilir	Batanghari	116	ABDULLAH / MAHRUSATUN	KEMASDUK
2	Terusan	Maro Sebo Iilir	Batanghari	118	SUBHAN. AZ	SUBHAN. AZ
3	Terusan	Maro Sebo Iilir	Batanghari	136	AHMAD. II	AHMAD. II
4	Terusan	Maro Sebo Iilir	Batanghari	137	HASANUDIN	NAZIRWAN
HAMPARAN-54 KUD TUAH SAKATO						
1	Terusan	Maro Sebo Iilir	Batanghari	131	M . YUSUP. I	M . YUSUP. I

**RSPO Public Summary Report
Revision 4 (November /2016)**

2	Terusan	Maro Sebo Ilir	Batanghari	132	SAPTI.K / IMRAN	SAPTI.K / IMRAN
3	Terusan	Maro Sebo Ilir	Batanghari	156	M.YUSUP. II	M.YUSUP. II
4	Terusan	Maro Sebo Ilir	Batanghari	157	MUHAMMAD ZEN. III	MUHAMMAD ZEN. III
HAMPARAN-39 KUD Subur Makmur (SP-2)						
1	Tidar Kuranji	Maro Sebo Ilir	Batanghari	960	SULAIMAN	A. RITONGA
2	Tidar Kuranji	Maro Sebo Ilir	Batanghari	966	M. YUSUP	BONAWI
3	Tidar Kuranji	Maro Sebo Ilir	Batanghari	970	SAMBAWI	RM. AMIN
4	Tidar Kuranji	Maro Sebo Ilir	Batanghari	957	SANMIRSA	SANMIRSA
HAMPARAN-39 KUD Subur Makmur (SP-2)						
1	Tidar Kuranji	Maro Sebo Ilir	Batanghari	981	KARWANTO	JAMAL
2	Tidar Kuranji	Maro Sebo Ilir	Batanghari	986	KISWAJI	KISWAJI
3	Tidar Kuranji	Maro Sebo Ilir	Batanghari	990	MAWI MIKDAT	MAWI MIKDAT
4	Tidar Kuranji	Maro Sebo Ilir	Batanghari	989	DESRIZAL	MUALIM
5	Tidar Kuranji	Maro Sebo Ilir	Batanghari	976	MULYONO	MULYONO
HAMPARAN-39 KUD Subur Makmur (SP-2)						
1	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1761	AGUS W	AGUS W
2	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1759	AKMAL	AKMAL
3	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1826	MUJIONO	MAIDEL
4	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1773	MARKUN	MARKUN
5	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1767	ABDULLAH	MUHYIDIN
HAMPARAN-39 KUD Subur Makmur (SP-2)						
1	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1887	ZAINUL IBRAHIM	BOIMIN
2	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1894	M. ZUHDI	DANAR RUBIYO
3	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1893	MAHYUN	H. LINDU
4	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1916	SUKIRNO	SUWARNI
5	Tidar Kuranji	Maro Sebo Ilir	Batanghari	1914	HANAFAI	WIDODO

**RSPO Public Summary Report
Revision 4 (November /2016)**

HAMPARAN-39 KUD Makmur Rezeki (SP-4)						
1	Bulian Jaya	Maro Sebo Ilir	Batanghari	86	FAUZI BIN ISMAIL	A. FAUZI
2	Bulian Jaya	Maro Sebo Ilir	Batanghari	50	PATIMAH	HAMDAN
3	Bulian Jaya	Maro Sebo Ilir	Batanghari	62	MUHIDIN	MUHIDIN
4	Bulian Jaya	Maro Sebo Ilir	Batanghari	72	TRI HARYADI	SURONO
5	Bulian Jaya	Maro Sebo Ilir	Batanghari	73	NIPAH	NELPAN
HAMPARAN-39 KUD Makmur Rezeki (SP-4)						
1	Bulian Jaya	Maro Sebo Ilir	Batanghari	08	ZAINUDIN	ZAHROH
2	Bulian Jaya	Maro Sebo Ilir	Batanghari	24	IZAZI BIN IDRUS	IJAZI
3	Bulian Jaya	Maro Sebo Ilir	Batanghari	12	MARDI UTOMO	MARDI UTOMO
4	Bulian Jaya	Maro Sebo Ilir	Batanghari	53	MUHSIN BIN IDRUS	MUKSIN
5	Bulian Jaya	Maro Sebo Ilir	Batanghari	10	KUSNO AL ABDUL RAHMAN	NAIBAHOK
HAMPARAN-39 KUD Makmur Rezeki (SP-4)						
1	Bulian Jaya	Maro Sebo Ilir	Batanghari	326	ACEF KURNIA B. JUMALI	YARLINA
2	Bulian Jaya	Maro Sebo Ilir	Batanghari	318	M.ARUS MTG	RULLY HELMANDA
3	Bulian Jaya	Maro Sebo Ilir	Batanghari	313	MADSI'IN	AKMALUDIN
4	Bulian Jaya	Maro Sebo Ilir	Batanghari	302	SUDARMADI	KUKUH H.S
5	Bulian Jaya	Maro Sebo Ilir	Batanghari	329	SUHANDI BIN IDRUS	SUHANDI
HAMPARAN-39 KUD Makmur Rezeki (SP-4)						
1	Bulian Jaya	Maro Sebo Ilir	Batanghari		AHYAT	AHYAT
2	Bulian Jaya	Maro Sebo Ilir	Batanghari		ALI SASTRA	ALI SASTRA
3	Bulian Jaya	Maro Sebo Ilir	Batanghari		AMIN	AMIN
4	Bulian Jaya	Maro Sebo Ilir	Batanghari		SULAIMAN M.	SULAIMAN M.

Appendix J: GHG Reporting Executive Summary

The GHG emissions that were produced in 2016 for Muara Bulian Palm Oil Mill and supply base was calculated using the GHGpalm Calculator version 3.0. The assessment team had verified the data input in the GHGpalm Calculator against operations records. Palm GHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for estates.

The summary of the Nett GHG emitted in 2016 for Gunung Melayu II mill and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.78
PK	0.78

Extraction	%
OER	20.35
KER	5.3

Production	t/year
FFB process	215,639
CPO Produced	46,578.02
PK Produced	11,450.43

Land use	Ha
OP Planted Area	8,634
OP Planted on peat	0
Conservation area (forested)	0
Conservation area (non forested)	76.18
Total	8,814

Summary of Field Emission and Sink

Emission Source	Own Crop		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e /FFB	tCO ₂ e	tCO ₂ e /FFB	tCO ₂ e	tCO ₂ e /FFB	tCO ₂ e	tCO ₂ e /FFB
Land Conversion	0	0	0	0	0	0	0	0
CO ₂ Emission from fertilizer	648.17	0.02	2,266.61	0.02	0	0	2,914.78	0.04
NO ₂ Emission	1,878.27	0.07	1,322.65	0.01	0	0	3,200.92	0.08
Fuel consumption	817.97	0.03	443.53	0.01	5,939.08	0.07	7,200.58	0.11
Peat oxidation	0	0	0	0	0	0	0	0
Crop sequestration	0	0	0	0	0	0	0	0
Conservation sequestration	0	0	0	0	0	0	0	0
Total	3,344.41	0.12	4,032.79	0.04	5,939.08	0.07	13,316.28	0.23

**RSPO Public Summary Report
Revision 4 (November /2016)**

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission Source		
POME	44,558.44	0.2
Fuel Consumption	406.94	0.001
Grid Electricity Utilisation	0	0
Credit		
Export of Grid Electricity	-443.83	0.00
Sales of PKS	-13,349.6	-0.06
Sales of FFB	0	0
Total	31,171.95	0.14

Summary of Kernel Crusher Emission and Credit (Not applicable) - There is no Kernel Crusher operation

Emission Source	tCO ₂ e
PK from own mill	0
PK from other sources	0
Fuel consumption	0
Total crusher emissions	0

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100
134,565 t/year	

POME Diverted to Anaerobic Digestion: 134,565 t/yr	
Divert to anaerobic diversion (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

Appendix K: List of Abbreviations Used

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